
SHELBY COUNTY EMERGENCY COMMUNICATIONS DISTRICT
Board of Directors Meeting Minutes
April 3, 2019

The following are the minutes from the Board of Directors meeting of the Shelby County Emergency Communications District ("Shelby County 911") held on Wednesday, April 3, 2019, at 3150 Lenox Park Blvd. Suite 108, Memphis, TN.

Call to Order and Roll Call

Chair Anderson called the meeting to order at 8:80 a.m. She began a roll call of the Board members. Finding a quorum present, the meeting commenced.

Board Members Present:

Beky Anderson, P. Carter III, Glen Kneeland, M. Balee, B. Kramer, Clarence Cash Jr., S. Love, M. Shull.

Board Members Excused:

R. Hollaway.

Introduction of Guests:

J. Stokes, R. Thompson, M. Spencer, W. Green, C. Cunningham, D. Taylor, C. Hutson, T. Halford, K. Staples, R. Bailey, J. Barnes, G. Cloyd, R. Ivory, M. Howard, R. Stanback.

Review and Approval of February 7, 2019 Full Board Minutes

Chair Anderson confirmed everyone had the opportunity to review the minutes from the full Board meeting on February 7, 2018. She then requested a motion to accept the minutes from the full Board meeting.

Director Carter offered a motion to accept the minutes from the full Board meeting February 7, 2019

Director Love seconded the motion to accept the minutes from the full Board meeting on February 7, 2019.

The Board voted 8-0 to accept the minutes from the full Board meeting on February 7, 2019.

Treasurer's Report

Chair Anderson advanced the agenda to the next item for consideration: A review of the Treasurer's Report presented by Director Kneeland.

- **Financial Report**
Director Kneeland presented a review of the previous fiscal year revenue and expenses for the period July 1, 2018 through June 30, 2019 as follows:
 - \$ 9.182 million total year-to-date revenue,
 - \$ 7.950 million total year-to-date expenses,
 - \$ 1.232 million total year-to-date income.

- **Fund Balances and Investments**
Director Kneeland presented a review of the Working Capital Accounts and Reserve Fund Account as of December 3, 2018 as follows:
 - *Working Capital Accounts*
 - \$11.017 million total
 - *Reserve Fund Account*
 - \$22.547 million total

- **Financial Transactions**
Director Chiozza presented a review of the financial transactions for the month of February to date.

- **Email from Jim Barnes (TECB)**
Director Chiozza explained Policy 6 and the 2nd event ECD notification. Mr. Barnes advised he anticipated the 2nd event due to the building project(s) and was available to answer any questions. He further advised he was comfortable with the cause and the audit results.

Chair Anderson requested a motion to accept the Treasurer's Report as presented.

Director Kramer offered a motion to accept the Treasurer's Report as presented.

Director Carter seconded the motion to accept the Treasurer's Report as presented.

The Board voted 8-0 to accept the Treasurer's Report as presented.

Public Education Committee Report

Chair Anderson advanced the agenda to the next item for consideration: The Public Education Committee Report presented by Director Chiozza.

Director Chiozza confirmed the upcoming National Telecommunicator Week (April 14th – 20th). Each Telecommunicator will be presented with a comfort blanket in recognition of their service.

Building Committee Report

Chair Anderson advanced the agenda to the next item for consideration: A review of the Building Committee Report presented by Director Chiozza.

Director Chiozza advised the Armour Center Phase II project is scheduled for completion around the end of May 2019. Installation of the consoles will begin this week and photos are included in the Directors Report.

Personnel Committee Report

Chair Anderson advanced the agenda to the next item for consideration: A review of the Personnel Committee Report presented by Vice-Chair Carter.

Chair Carter advised the performance reviews for all personnel were reviewed by the Committee and made salary recommendations and job title changes as needed.

Chair Anderson requested a motion to accept the salary recommendations and job title changes as presented by Vice-Chair Carter.

Director Cash offered the motion to accept the salary recommendations and job title changes as presented by Vice-Chair Carter.

Director Balee seconded the motion to accept the salary recommendations and job title changes as presented by Vice-Chair Carter.

The Board voted 8-0 to accept the salary recommendations and job title changes as presented by Vice-Chair Carter.

Directors Report

Chair Anderson advanced the agenda to the next item for consideration: A review of the Directors Report presented by Director Chiozza.

Director Chiozza provided highlights on the following:

- *Motorola Vesta 7.2*
Motorola and Integrated Communications began installing the Vesta 7.2 upgrade to the remaining PSAPs in Shelby County. ICI has almost completed the Collierville PSAPs and will move to the Bartlett PSAP next.
- *First Reading of the Proposed FY19-20 Budget*
The first reading was presented by Director Chiozza. The final reading will be presented at the June meeting with any changes.
- *Shelby County ECD Text to 9-1-1*
The City of Memphis Text to 911 was activated on March 13, 2019. The general public has not been notified to allow time for the MPD and MFD Telecommunicators to test and train on the system.
- *Uber Emergency 911 Call-in App*
We are close to activating the UBER emergency 9-1-1 call in-app. Uber riders can tap the safety icon at the bottom right corner of the app to call 911. Once on the line with the 911 dispatcher, you can easily communicate your location. The District and MPD technical personnel are integrating Uber with RapidSOS at the MPD and MFD PSAPs to enable automatic location sharing with 911 dispatchers.
- *Future Projects*
- *2019 Board Meeting and Conference Dates*

Director Chiozza concluded his report.

Chair Anderson requested a motion to accept the Directors Report including approval of the first reading of the Budget as presented.

Director Carter offered a motion to accept the Directors Report including approval of the first reading of the Budget as presented.

Director Kneeland seconded the motion to accept the Directors Report including approval of the first reading of the Budget as presented.

The Board voted 8-0 to accept the Directors Report including approval of the first reading of the Budget as presented.

Chair Anderson asked if there was any old business, hearing none, she asked if there was any new business. She then requested a motion to adjourn the meeting.

Director Carter offered the motion to adjourn the meeting.

Director Love seconded the motion to adjourn the meeting.

The meeting was adjourned at 9:05 a.m.

Approved by:



Secretary/Treasurer Glen Kneeland

Minutes transcribed by: Carmen Tyler, Accounting Manager