

SHELBY COUNTY EMERGENCY COMMUNICATIONS DISTRICT
Board of Directors Meeting Minutes
February 4, 2021

The following are the minutes from the Board of Directors meeting of the Shelby County Emergency Communications District ("Shelby County 911") held on February 4, 2021, by electronic means in accordance with TCA 8-44-108.

Roll Call

The meeting was called to order by Chair Anderson at 8:32 AM. Chair Anderson began a roll call of the Board members. Finding a quorum present, the meeting commenced. Chair Anderson asked if any Board members currently serving on committees wished to retain their positions. Everyone present agreed to remain on the committees they are presently serving.

Board Members Present Electronically:

P. Carter III, C. Cash Jr., R. Hollaway, G. Kneeland, S. Love, M. Balee, M. Shull

Board Members Excused:

B. Jones, B. Kramer

Staff Members Present Electronically:

S. Robinson, T. Zimmer, C. Ray, H. Truebger

Board Members and Staff in the Administrative Office

B. Anderson, R. Chiozza, Carmen Tyler

Review and Approval of December 3, 2020, Full Board Minutes

Chair Anderson confirmed everyone had the opportunity to review the minutes from the full Board meeting on December 3, 2020. She then requested a motion to accept the minutes from the full Board meeting.

Director Hollaway offered a motion to accept the minutes from the full Board meeting on December 3, 2020

Director Love seconded the motion to accept the minutes from the full Board meeting meeting on December 3, 2020

The Board voted 7-0 via roll call to accept the minutes from the full Board meeting on December 3, 2020.

Treasurer's Report

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

- ***Financial Report***

Director Kneeland presented a review of the current fiscal year revenue and expenses for the period July 1, 2020, through June 30, 2021, as follows:

- \$ 5.686 million total year-to-date revenue,
- \$ 4.865 million total year-to-date expenses,
- \$ 821 thousand 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 January 19, 2021, as follows:

- *Working Capital Accounts*
\$7.55 million total
- *First Horizon Checking Account*
\$8.16 million total
- *Reserve Fund Account*
\$23.17 million total

Director Chiozza added documents that are included reflect account information from Highland Capital and an economic commentary. Director Chiozza presented a review of the annual audit performed by Watkins Uiberall. No findings were reflected.

Chair Anderson requested a motion to accept the financial report as presented by Director Kneeland and Director Chiozza.

Director Cash offered a motion to accept the financial report as presented by Director Kneeland and Director Chiozza.

Director Carter seconded the motion to accept the financial report as presented by Director Kneeland and Director Chiozza.

The Board voted 8-0 via electronic roll call to accept the financial report as presented by Director Kneeland and Director Chiozza.

Directors Report

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

Director Chiozza provided highlights on the following:

- **Charles Schwab Accounts**
On January 6, 2021, the investment accounts were opened at Charles Schwab. Highland Capital began transferring funds on January 15, 2021, and on January 26, 2021, the Working Capital Fund was also transferred to Schwab.
- **Nashville Explosion**
On December 25, 2020, an explosion occurred outside the AT&T Switch facility in Nashville. As a result of the explosion, all 911 calls had to be routed through the Knoxville NOC and then out to all PSAPs in the State, disrupting PSAPs located in middle Tennessee. Initially, for a few days, we had some audio issues at the SCFD and SCSO PSAP. Also, AT&T cell phones were not working for many subscribers making a call or receiving a call. On Monday, December 28, 2020, PSAPs in Shelby County experienced more issues. As AT&T worked to restore services inside the Switch Facility, we did notice at the MPD PSAP at some point, 911 calls were routed to their ten-digit telephone number as is planned for their PSAP when an issue with the State ESINET Network and CAMA trunks occurs.

The Collierville PSAP experienced issues, especially on Tuesday, as all the 911 calls came into the PSAP as an anonymous call with no ANI and ALI displayed. The problem was corrected at 8:30 PM Tuesday. The State TECB Board is working with AT&T to make the network more redundant than it is currently.

- **Bartlett PSAP – CAD Systems**
The Bartlett PSAP continues to research various CAD systems along with Mission Critical Partners. Over the last month or two, the PSAP has had several demos from multiple CAD systems. An additional date has been tentatively set for the SOMA CAD on-site demo for February, contingent on Tennessee's stay-at-home order being lifted.
- **Budget Amendment**
Director Chiozza requested a budget amendment to line# 4405 Dues & Memberships – Communications to add \$15,000.00.

Director Love offered a motion to amend line# 4405 Dues & Memberships – Communications to add \$15,000.

Director Hollaway seconded the motion to amend line# 4405 Dues & Memberships – Communications to add \$15,000.

The Board voted 8-0 via electronic roll call to amend line# 4405 Dues & Memberships – Communications to add \$15,000.

- Future Projects
An outline of future projects is enclosed for review.

2021 Board Meeting Dates and Conference Dates:

The following dates in 2021 are set for the Executive Committee meetings and full Board meetings for the Shelby County Emergency Communications District. The dates for the 2021 Conferences are also shown.

Executive Committee Meeting Dates & Times	9-1-1 Board Meeting Dates & Times
Friday, January 22, 2021 8:30 a.m.	Thursday, February 4, 2021 8:30 AM.
Friday, March 19, 2021 8:30 a.m.	Thursday, April 1, 2021 8:30 AM.
Friday, May 21, 2021 8:30 a.m.	Thursday, June 3, 2021, 8:30 AM.
Friday, July 23, 2021 8:30 AM.	Thursday, August 5, 2021, 8:30 AM.
Friday, September 24, 2021 8:30 a.m.	Thursday, October 7, 2021 8:30 AM.
Friday, November 22, 2021 8:30 a.m.	Thursday, December 2, 2021, 8:30 AM.

Conferences for 2021:

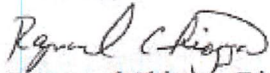
Annual Conferences	Location	Dates
NENA	Columbus, OH	Saturday, July 24 – Thursday, July 29
APCO	San Antonio, TX	Saturday, August 14 – Wednesday, August 18
TENA	Kingsport, TN	Sunday, September 12 – Wednesday, September 15

NENA - National Emergency Number Association
 APCO - Association Public Communication Officials
 TENA - Tennessee Emergency Number Association

The following are technical conferences for staff:

NENA NG911 Standards and Best Practices Conference
 FirstNet Association
 ESRI Users Conference

Sincerely,



Raymond Chiozza, Director
 Shelby County Emergency Communications 9-1-1 District
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- HB 0362
HB 0362 has been re-filed, which will affect PSAP's throughout the County. Construction projects are moving forward, which will assist in dispatching should the bill move forward.

Chair Anderson requested a motion to accept the Directors Report as presented by Director Chiozza.

Director Balee offered a motion to accept the Directors Report as presented.

Director Shull seconded the motion to accept the Directors Report as presented.

The Board voted 8-0 to accept the Directors Report as presented.

Chair Anderson asked if there was any old or new business.

She stated an update would be provided concerning conference schedules and potential committee assignments.

Director Chiozza mentioned Carlton Ray has been working with AT&T and Motorola to move the PSAP's to the new statewide ESINET system.

Chair Anderson requested a motion to adjourn the meeting.

Director Hollaway offered a motion to adjourn the meeting.

Director Balee seconded the motion to adjourn the meeting.

The Board voted 8-0 via roll call to adjourn the meeting.

The meeting was adjourned at 8:55 AM.

Approved by:

Secretary/Treasurer Glen Kneeland

Minutes transcribed by Carmen Tyler, Accounting Manager