

SHELBY COUNTY EMERGENCY COMMUNICATIONS DISTRICT
Board of Directors Meeting Minutes
October 5, 2023

The following are the minutes from the Board of Directors meeting of the Shelby County Emergency Communications District ("Shelby County 911") held on October 5, 2023, in person and by electronic means per TCA 8-44-108.

Call to Order

The meeting was called to order by Chair Carter at 8:36 a.m. Chair Carter began the meeting by announcing we have a new Board member, Brian Harris. Chair Carter began a roll call of the Board members. Finding a quorum present, the meeting commenced.

Board Members Present In-Person:

P. Carter III, R. Hollaway, M. Shull

Board Members Present Electronically:

B. Kramer, G. Kneeland, B. Jones, E. Stanton, Jr., A. Washington

Board Members Excused:

B. Harris

Staff Present: R. Chiozza, T. Collier, S. Robinson, T. Zimmer

Staff Present Electronically: C. Tyler, C. Ray

Additional Attendees:

J. Kellum, M. Spencer, W. Green, C Stokes, J. Hanna, D. Taylor, S. Childress, M. Moody, E. Leppanen, J. Springer,

Recognition of Melanie Moody:

Chair Carter recognized retiree Melanie Moody after thirty years of service with the Memphis Fire Department PSAP.

Review and approval of August 3, 2023, Full Board Minutes:

Chair Carter confirmed everyone had the opportunity to review the minutes from the full Board meeting on August 3, 2023; he then requested a motion to accept the minutes from the full Board meeting.

Director Kramer offered a motion to accept the minutes from the full Board meeting on August 3, 2023.

Director Shull seconded the motion to accept the minutes from the full Board meeting on August 3, 2023.

The Board voted 7-0 via roll call to accept the minutes from the full Board meeting on August 3, 2023.

Treasurer's Report:

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

Financial Report

Director Shull presented a review of the current fiscal year revenue and expenses for the period July 1, 2023, through June 30, 2024, as follows:

- \$ 2.140 million year-to-date revenue,
- \$ 5.008 thousand total year-to-date expenses,
- \$-2.868 thousand total year-to-date income.

Fund Balances and Investments

Director Shull presented a review of the Working Capital Accounts and Reserve Fund account as of October 4, 2023, as follows:

- *Charles Schwab - Working Capital Investment Fund*
\$10.052 million
- *First Horizon Checking Account*
\$ 1.572 million
- *Charles Schwab - Reserve Fund Account*
\$37.112 million total

Director Shull advised that the Charles Schwab and Highland Capital documents are included to reflect account information and concluded the financial report.

Chair Carter requested a motion to accept the financial report as presented by Director Shull.

Director Hollaway offered a motion to accept the financial report as presented by Director Shull.

Director Jones seconded the motion to accept the financial report as presented by Director Shull.

The Board voted 7-0 to accept the financial report as presented by Director Shull.

Directors Report:

Chair Carter 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:

New Bartlett PSAP Update:

Work continues on the new Bartlett PSAP. We are still hoping for a June - July 2024 Grand Opening.

TENA Conference:

We hope everyone enjoyed the TENA conference that was held last week.

Personnel Committee:

We did interview the GIS Engineer candidate and after interviewing him and notifying the Personnel and Executive Committee's, a job offer was extended to the candidate and he accepted.

Mr. Bruno Blanco will start on November 1, 2023 as our new GIS Engineer. Bruno comes to us from the North Central Texas Emergency Communications District (NCT9-1-1) where they have 40 plus PSAPs in 13 counties and five municipalities surrounding the Dallas/Fort Worth Metroplex. He has worked there since August 2017.

Future Projects:

A list of future projects was provided to the Board members.

Director Chiozza concluded his report.

Chair Carter requested a motion to accept the Directors Report as presented.

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

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

The Board voted 7-0 to accept the Directors Report as presented.

Chair Carter asked if there was any old business. Hearing none he asked if there was any new business. He advised the Board that shirts will be provided to the members and to submit the sizes to Raymond as soon as possible.

Michael Spencer presented Raymond Chiozza with a plaque thanking him for his photography work at the conferences.

Chair Carter then requested a motion to adjourn the meeting.

Director Kramer offered a motion to adjourn the meeting.

Director Shull seconded the motion to adjourn the meeting.

The Board voted 7-0 to adjourn the meeting at 8:52 a.m.

Approved by:


Secretary/Treasurer Mendi Shull

Minutes transcribed by Carmen Tyler, Accounting Manager