
SHELBY COUNTY EMERGENCY COMMUNICATIONS DISTRICT

Board of Directors Meeting Minutes

Date: August 7, 2025

Time: 8:30 AM

Call to Order

The meeting was called to order at 8:32 AM by Chair Carter.

Board Members In-Person and Electronically: P. Carter III, G. Kneeland, M. Shull, A. Benson, B. Harris, B. Kramer, R. Hollaway, E. Stanton, A. Washington.

Board Members Absent: B. Jones.

Staff: T. Zimmer, T. Collier, C. Tyler, S. Robinson, R. Chiozza, B. Porras, C. Ray.

Attendees: S. Lovejoy, J. Stokes, J. Goodman, A. Strickland, M. Marshall, S. Childress, R. Pierski, C. Wilson, L. Ness

Approval of Minutes

The minutes from the previous board meeting held on June 5, 2025, were reviewed and approved as presented by a vote of 7-0.

Financial Report

M. Shull presented a financial overview. The board reviewed income, expenditures, and fund balances for the FY24-25 year-end and FY25-26. The financial report was approved by a vote of 7-0.

Directors' Report

Director Chiozza presented the Director's report, summarizing the following:

Shelby County Sheriff's Office / Shelby County Fire PSAP

On June 16, 2025, the district signed the Standard Form of Agreement between Owner and Architect forms. 4FDesign is starting the design phase on the SCSO / SCFD new PSAP.

Here are some initial key dates for the project:

- April 2026 - Construction bids released.
- June 2026 - Board meeting, select a construction and get approval to proceed.
- July 2026 - Groundbreaking.
- May 2028 - Building completion.

Vesta NXT Upgrade

The District did sign a contract for the upgrade to VESTA NXT at the Millington PSAP. We are still waiting on AT&T for their lab to approve the direct connection to the State's ESINET. Other PSAPs follow the Millington PSAP. What we learned at the NENA conference was that Chicago was cutting to Vesta NXT last Wednesday and New York City last Friday.

NENA Conference 2025

Many PSAP personnel who attended the NENA 2025 conference were shown the Motorola Vesta NXT system, and many looked at the Eventide Recorder system. Overall, NENA 2025 was exciting, with many products shown to our attendees.

Transfer of Funds

On July 1, 2025, the District transferred \$1,000,000 from the First Horizon checking account to the Charles Schwab Reserve (Building fund) account. This is reflected in the Financial Report that was read earlier in this meeting.

TENA Conference 2025

The TENA Conference is scheduled for September 27 – October 1, 2025, at the Embassy Suites Hotel and Conference Center. If any board members have not arranged with Carmen for your stay, please do so ASAP.

Fire Museum of Memphis

Our Board recently approved \$70,000 for the Fire Museum of Memphis to upgrade the 9-1-1 Safety Theater video and equipment. The Fire Museum is requesting an extension on obtaining the funds since they have recently had a change in leadership and want to get things in order before receiving these funds and starting this project. So, for now, I advise them to let me know in the next 6 to 7 months, and we can still provide the funds the board has approved.

Collierville Backup PSAP

Building Committee Members:

Rex Hollaway-Chair, Bruce Kramer, Ed Stanton Jr.

The building committee members were updated last month on the following project. 3 years ago, the Collierville backup PSAP located at 2823 Houston Levee Road was damaged during the winter due to frozen pipes breaking. The district has had funds budgeted for the last 2 to 3 years to help with the repairs. The Town of Collierville is the lead on this project and has hired an architect. My staff has advised that after a meeting several weeks ago, Collierville needs more specialized consulting, and we will be engaging Mission Critical Partners to assist in the electrical needs, computer, HVAC, and equipment racks, and several other items in this project. (Note: Mission Critical Partners is already under a standing contract, and funds are already included in our FY25-26 budget.)

In the current budget (FY25-26), we have already allocated funds for this project, as shown in the table below. **I notified the building committee and wanted to keep them updated on this project, just in case later this year we need to amend our budget to assist further on this project.**

Item		Budget Line #
Construction Costs	\$380,000.00	4399
Dispatch Console Furniture	\$170,000.00	4427
Electrical Modifications needed with new Consoles	\$35,000.00	4427
Racks in Server Room	\$25,000.00	4427
Dispatcher Chairs (Both PSAPs)	\$12,000.00	4427
TOTAL FUNDS AVAILABLE in BUDGET	\$622,000.00	

Future Projects

A list of future projects was provided for review by the board.

2025 Board Meeting Dates and Conference Dates:

The following dates in 2025 are set for the Executive Committee and full Board meetings. The dates for the 2025 conferences are also shown.

Executive Committee Meeting Dates & Times	9-1-1 Board Meeting Dates & Times
Friday, January 24, 2025, 8:30 a.m.	Thursday, February 6, 2025, 8:30 a.m.
Friday, March 21, 2025, 8:30 a.m.	Thursday, April 3, 2025, 8:30 a.m.
Friday, May 23, 2025, 8:30 a.m.	Thursday, June 5, 2025, 8:30 a.m.
Friday, July 25, 2025, 8:30 a.m.	Thursday, August 7, 2025, 8:30 a.m.
Friday, September 19, 2025, 8:30 a.m.	Thursday, October 2, 2025, 8:30 a.m.
Friday, November 21, 2025, 8:30 a.m.	Thursday, December 4, 2025, 8:30 a.m.

Conferences for 2025:

Annual Conferences	Location	Dates
NENA	Long Beach, CA	Saturday, June 21 – Thursday, June 26
APCO	Baltimore, MD	Sunday, July 27 – Wednesday, July 30
TENA	Murfreesboro, TN	Sunday, Sept. 28 – Wednesday, Oct. 1

NENA – National Emergency Number Association

APCO – Association of Public Communications Officials

TENA – Tennessee Emergency Number Association

The Following are Technical Conferences for Staff:

NENA NG911 Standards & Best Practices Conference

Motorola Users Conference

ESRI Users Conference

FirstNet Association

The Director concluded his report, and the board approved the report by a vote of 7-0.

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

Director Hollaway suggested the board pursue changing the “Less is More” legislation that eliminates ECD board meetings from participating electronically and to seek an exception in the upcoming state General Assembly session.

Chair Hollaway made a motion to pursue the modification of the Less is More legislation. Chair Carter seconded the motion

The board voted 7-0 to approve the motion presented.

We extend our heartfelt congratulations to **Captain Sciara Childress** on her retirement after **28 years of dedicated service**. At the same time, we are excited to **welcome Rachael Pierski**, who will be stepping into the role of Captain. We look forward to her leadership and the continued excellence she will bring to the team.

Adjournment

The meeting was adjourned by a vote of 7-0 at 9:00 AM.

Approved by:


Secretary/Treasurer Mendi Shull

Minutes transcribed by Carmen Tyler, Finance and Administration Coordinator