

The Board of Directors of the Emergency Communications District (ECD) of Nashville and Davidson County met in regular session at the Metro Southeast Center, 1417 Murfreesboro Pike. Chairman Cleo Duckworth called the meeting to order at 3:05p.m. and presided over the meeting with the following board members present: Wayne Tucker, Buford Tune, Jim Graves, Susan Mattson, Joe Sweat, and Eliud Trevino. Board members James Robertson and William Johnson were absent. Others present included: Mark Lynam and Larry Law (ECD Admin); Duane Phillips, Rickey McWright, Lisa Fulton, Bruce Sanschargin, Dwayne Vance, and Amanda Sluss (ECC), Pat Nolan (Dye, Van Mol & Lawrence), Senator Joe Haynes (Legal Counsel), and Aida Hughes.

#### **Public Hearing Regarding ECD Operating Budget For FY 2010**

Chairman Duckworth announced that on May 21, 2009 the ECD Board met and approved its proposed operating budget for FY 2010. Copies of the proposed budget were filed with the Metro Clerk and the Mayor's Office. The public hearing for the FY 2010 ECD operating budget was advertised in the Tennessean newspaper on Sunday, June 14, 2009. She declared the public hearing open and asked if anyone was present who wished to speak on the proposed ECD operating budget for FY 2010. There was no one present who wished to speak so Ms. Duckworth closed the public hearing.

#### **Minutes**

Mr. Tucker made a motion for the Board to accept the minutes from the May 21, 2009 meeting. Mr. Tune seconded the motion and it carried unanimously by voice vote.

#### **Adoption of ECD Budget for FY 2010**

Mr. Lynam presented a copy of the operational budget that was proposed at the May 21st meeting. He indicated that no changes had been made to the proposed budget since the last meeting. Mr. Tune made a motion for the Board to adopt the \$11,358,500 budget as its operating budget for FY10. Mr. Sweat seconded the motion and it carried unanimously by voice vote.

#### **Approval of FY10 Contracts**

The ECD Board approved the following contracts for FY 2010:

- Dye, Van Mol, & Lawrence (Public Awareness)... Mr. Sweat made a motion for the Board to approve the contract. Mr. Tune seconded the motion and it carried unanimously by voice vote.
- Mark Lynam & Larry Law (Administrative Services)... Mr. Sweat made a motion for the Board to approve the contract. Mr. Tucker seconded the motion and it carried unanimously by voice vote.
- Metro/ECD (Services to be performed by Metro and expenditures to be reimbursed by the ECD)...Mr. Tune made a motion for the Board to approve the contract. Mr. Sweat seconded the motion and it carried unanimously by voice vote.
- Joe Haynes (Legal Services)... Mr. Sweat made a motion for the Board to approve the fee letter. Mr. Tune seconded the motion and it carried unanimously by voice vote.

#### **Amend FY 2009 ECD Budget**

Mr. Lynam explained that when the books are audited for FY09 the auditors will look for overages among the various line items within our budget. So as not to receive unfavorable comments regarding our budgetary controls he suggested that the Board amend its FY09 budget. He recommended that the following changes be made to the FY09 budget:

4212 - Telephone Service	- \$140,800
4205 - Admin Support (Metro)	+ \$19,000
4227 - Communications Equip	+ \$34,100
4230 - Office Equipment	+ \$ 500
4231 - Vehicles	+ \$ 2,900
4232 - Equipment Maint	+ \$57,200
4303 - Data Proc Supplies	+ \$ 8,200

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4305 - Small Equipment Items	+ \$ 8,700
4306 - Uniforms	+ \$ 9,600
4405 - Memberships & Reg	+ \$ 600

During discussion it was pointed out that line items 4227 and 4230 were over budget due to expenditures being posted incorrectly to these accounts. After discussion ended Ms. Mattson made a motion that journal entries be made to correct accounts 4227 and 4230 and that adjustments be made for the dollar amounts listed to correct the other accounts. Mr. Graves seconded the motion and it carried unanimously by voice vote.

**ECC Training Requests**

Mr. Sanschargin presented the following items for the board's approval.

Training Materials

4418.03 Fire dispatch training manual (8 @ \$10 each)	\$ 80.00
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Association Membership

4405 International Public Management Assn for Human Resources (IPMA-HR) <a href="http://www.ipma-hr.org">www.ipma-hr.org</a> (4 memberships)	\$ 410.00
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Conferences/Training Sessions

APCO Annual Conference Las Vegas, NV August 16-20, 2009	
4418.06 Registration (7 @ \$415 each)	\$2905.00
Hotel (7 x 4 nights @ \$120)	\$3360.00
Per Diem(7x5 days x @ \$64 Each)	\$2240.00
Airfare (7 @ \$330)	\$2310.00
Shuttle service (7 x \$30)	\$ 210.00

International Public Management Association  
for Human Resources (IPMA-HR)

Nashville, Tennessee – September 12-16	
4418.06 Registration (4 @ \$600/ea.)	\$2400.00
4418.06 Pre-Conference Class (1 @ \$250)	\$ 250.00

Plant/CML Certification training for  
VESTA Meridian 1000CE (40 hr. course)

4418.07 Temecula, CA	
4418.06 Est. cost (tuition, travel, lodging, meals)	\$2600.00

Motorola Users Conference

Summerlin, NV September 20-24	
4418.06 Est. cost (Registration, Hotel, Airfare,	
4418.07 PerDiem, ground transportaion)	\$20,000.00

4418.08 Three Day GIS Training	<u>\$ 3,400.00</u>
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Grand Total \$40,165.00

Mr. Sweat made a motion for the Board to approve the training requests. Mr. Tune seconded the motion and it carried unanimously by voice vote.

### **Technology Requests**

Mr. McWright requested the Board's approval to purchase several items that are included in the 2010 budget. These items are the laptop computers, a digital camera, and an inventory scanner. Mr. Tune made a motion for the Board to approve the equipment purchases. Mr. Sweat seconded the motion and it carried unanimously by voice vote.

Mr. McWright also asked if the Board would be willing to donate the old computers to Metro's Office of Emergency Management instead of sending them to Public Property. Mr. Tune made a motion that the old computers be transferred to the Office of Emergency Management. Mr. Sweat seconded the motion and it carried unanimously by voice vote.

Mr. McWright also requested the Board's approval to purchase the radio consoles and the console furniture that are included in the 2010 budget. Mr. Tune made a motion for the Board to approve these purchases. Mr. Sweat seconded the motion and it carried unanimously by voice vote.

### **Public Awareness Update**

Discussion took place on the following items:

- The packet that was sent to board members by one of DVL's employees, Steven Good.
- The call analysis for May 2009.
- Starting work on the outdoor boards and radio spots for 2010.
- The "Rate My 911" campaign.
- 911 Newsletter that will be going out in July.
- DVL has made duplicates of the Parthenon awards that will go in ECC's display case.
- Possibility of Rescue Rex participating in the Christmas Parade.

### **All Inclusive Update**

Mr. Phillips updated the Board on the following items:

- Metro's budget hearing went well. There were no unfavorable comments by Council members.
- ECC's budget for 2010 includes elimination of 13 positions

### **TENA Nomination**

Mr. McWright requested permission from the ECD Board to run for the office of Second-Vice President of the TENA Board. Mr. Sweat made a motion for the Board to allow Mr. McWright to run for this office. Mr. Tune seconded the motion and it carried unanimously by voice vote.

### **APCO Conference**

Mr. Lynam reminded board members that the APCO Conference will take place in Las Vegas this year. The dates of the conference are August 16<sup>th</sup> thru August 20<sup>th</sup>. If any board member is interested in attending they should let him know as soon as possible so that arrangements can be made.

### **Election of Officers for 2010**

The following officers were elected by acclamation:

- Chairman - Ms. Mattson nominated Cleo Duckworth. There were no other nominations. Mr. Tune seconded the motion and it carried unanimously by voice vote.
- 1<sup>st</sup> Vice Chair - Mr. Tune nominated Susan Mattson. There were no other nominations. Mr. Sweat seconded the motion and it carried unanimously by voice vote.
- 2<sup>nd</sup> Vice Chair - Mr. Tune nominated William Johnson. There were no other nominations. Mr. Sweat seconded the motion and it carried unanimously by voice vote.

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**Meeting in July**

There will be no meeting in July. If a need arises that requires a meeting Mr. Lynam will notify board members.

**Adjournment**

Meeting adjourned at 4:10pm.

Minutes submitted by Mark Lynam