

The Board of Directors of the Emergency Communications District (ECD) of Nashville and Davidson County met in regular session at the Metro Emergency Communications Center, 2060 15th Avenue South. Chairman Cleo Duckworth called the meeting to order at 3:00p.m. and presided over the meeting with the following board members present: Wayne Tucker, Jim Graves, Susan Mattson, Joe Sweat, Eliud Trevino, and William Johnson. Board members Buford Tune and James Robertson were absent. Others present included: Mark Lynam (ECD Admin); Duane Phillips, Rickey McWright, Lisa Fulton, Bruce Sanschargin, Dwayne Vance, Amanda Sluss (ECC), Pat Nolan (Dye, Van Mol & Lawrence), Senator Joe Haynes (Legal Counsel), James Schmidt (Baker Donelson), and Aida Hughes.

Minutes

Mr. Tucker made a motion for the Board to accept the minutes from the August 20, 2009 meeting. Mr. Graves seconded the motion and it carried unanimously by voice vote.

ECC Training Requests

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

Training Materials

4418.03 Emergency Fire Dispatch Manuals (1 @ \$100 each plus S/H)	\$ 100.00
Emergency Medical Dispatch Manuals (1 @ \$100 each plus S/H)	\$ 100.00
Call-Taker Manuals (1 @ \$10 copies printed)	<u>\$ 10.00</u>
Sub Total	\$ 210.00

Training Class

4418.05 Essentials Skills for the FIRST-TIME Manager or Supervisor" Nashville, Tennessee – November 11, 2009 Class Fee - \$143 ea. x 3	<u>\$ 429.00</u>
Grand Total	\$ 639.00

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

Technology Requests

Due to the fact that an RFP is being issued for the radio system upgrade, and not wanting to purchase radio consoles that may not work with the forthcoming radio system, Mr. McWright proposed taking the \$175,000 that was budgeted for four additional radio consoles and using that money to upgrade the NICE logger equipment. That \$175,000, as well as \$30,600 that was set aside for the NICE logger maintenance at our primary site would be used to.... 1) upgrade the NICE logger recorders to make them NG911 capable, 2) provide a maintenance agreement for logger equipment at both the primary and backup sites, 3) purchase a spare parts kit for the logger equipment, and 4) pay for the training of two ECC employees to work on the logger equipment.

Mr. McWright explained that at the present time we do not have 24/7 coverage. Maintenance is performed by a repairman who covers a multi-state area. If the system goes down we have to wait until he is available before the equipment can be repaired. By training our own staff we put ourselves in a much better situation for having less downtime. The training will be included in our maintenance fee. In addition, if we train our own staff the maintenance will drop from \$66,000 to \$42,000 next year.

Mr. McWright informed the Board that four consoles which are currently being used for training purposes will be moved to the calltaker floor to cover the new dispatch positions. Two will be used at Compton and the other two will be used at Harding.

The cost for the moving forward with this request is:

NICE "Inforum" Upgrade	\$108,766
Maintenance	66,004
Spare Parts Kit	7,469
Server	6,800
Hotel	6,000
Airfare	600
Food	<u>1,764</u>
Total	\$197,403

After some discussion Mr. Sweat made a motion to approve using the funds as proposed. Ms. Mattson seconded the motion and it carried unanimously by voice vote.

Public Awareness Update

Mr. Nolan updated the Board on the following items:

- Call analysis for August 2009.
- Rescue Rex schedule for the months of September and October.
- Rescue Rex participation in 2009 "Walk to School Day" at Glengarry Elementary School on October 7th.
- New Creative Work (outdoor billboards and radio spots).
- Channel 4 news story about a six year old boy who called 911 to get help for his grandmother.

All Inclusive Update

Mr. Phillips updated the Board on the following items:

- There was a Letter to Editor in the newspaper about the excellent 911 service that a citizen received.
- Rickey McWright has been promoted to Assistant Director.
- Nell Hayes and Patrice Herring have been promoted from dispatcher to supervisor.
- The new radio system (Project 25) has been delayed. An RFP will be issued for the purchase. A consultant is being hired to help write the RFP. We don't expect a decision to be made on the radio system until at least the end of this fiscal year.
- Consideration is being given to moving the 911 Backup Center from the Harding site to the Metro Southeast Complex off Murfreesboro Pike. We'll learn more in the next few weeks as to whether or not this may be possible.
- The money that was set aside in this year's budget for new badges will not be needed. The majority of ECC employees are now wearing the polo shirts instead of their uniform shirts.

TENA Executive Board Ballot

It was recommended that our District's vote for 2nd Vice President go to Rickey McWright and that our District's vote for Middle Region Board Member go to Steve Jones. Mr. Sweat made a motion that our District's vote be cast as recommended. Ms. Mattson seconded the motion and it carried unanimously by voice vote.

Miscellaneous

Jim Schmidt, from the Baker Donelson law firm, attended the meeting on behalf of one of their clients, Harris Communications. He informed the board that Harris Communications is very much interested in working with Metro on the new radio system. Mr. Schmidt made the board aware that Harris Communications will be holding a summit at the Millennium Maxwell House from 1:00 – 3:00pm on September 22nd to showcase their equipment. He extended an invitation to all ECD board members to join them at this presentation.

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Adjournment

Meeting adjourned at 3:40pm.

Minutes submitted by Mark Lynam