

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 15<sup>th</sup> Avenue South. Chair Cleo Duckworth called the meeting to order at 3:05 P.M. and presided over the meeting with the following board members present: Susan Mattson, Wayne Tucker, William Johnson, James Robertson, Jim Graves, and Eliud Trevino. Board members Joe Sweat and Buford Tune were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Duane Phillips, Rickey McWright, Dwayne Vance, Lisa Fulton, Michele Peterson, and Bruce Sanschargin (ECC Dept), Pat Nolan (Dye, Van Mol & Lawrence), Senator Joe Haynes (Legal Counsel), and Becky Harrell & Julie Evans (KraftCPA's).

### **Annual Audit Report**

Julie Evans from KraftCPA's presented the audit report for fiscal year 2011. She noted that everything was in order and that the financial statements presented in the audit fairly represent the financial position of the Davidson County ECD as of June 30, 2011. After the presentation was complete Mr. Robertson made a motion that the Board accept the audit report as presented. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

### **Minutes**

Mr. Johnson pointed out that Mr. Tune's name was spelled incorrectly under the section discussing training requests. With that correction noted Mr. Johnson made a motion that we accept the minutes from the September 15, 2011 meeting. Mr. Robertson seconded the motion and it carried unanimously by voice vote.

### **Financial Report**

Mr. Lynam went over the September 2011 financial report with board members. He reported that income for September was \$351,796 and expenses were \$668,949 leaving us with a net loss of \$317,153 for the month. Our checking account balance at the end of September was \$730,479 and our LGIP account balance was \$12,881,349.

### **Training Requests**

Ms. Fulton presented the following items for the Board's approval:

|         |  |            |
|---------|--|------------|
| 4418.03 | <u>Training Materials</u>                                      |            |
|         | Call-Taker Policy Manuals (15 copies)                          | \$ 150.00  |
|         | APCO Basic Training Manual (20 copies)                         | \$ 1580.00 |
|         | <u>CALEA Conference</u>  |            |
|         | Colorado Springs, CO – Nov 15 <sup>th</sup> – 20 <sup>th</sup> |            |
| 4418.06 | Registration   | \$ 2025.00 |
| 4418.07 | Travel Expenses, Airfare, Hotel                                | \$ 5800.00 |
|         | Total  | \$ 9555.00 |

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

### **Technology Update**

Mr. McWright did not have anything to report this month. Ms. Duckworth congratulated Mr. McWright on being elected TENA's 2<sup>nd</sup> Vice President for this year. Mr. McWright mentioned that TENA was making a strong effort to bring the NENA Conference to Nashville in 2014.

### **Public Awareness Update**

- Mr. Nolan went over the 911 call analysis report for September. He also provided reports showing the number of Rescue Rex shows booked for this fiscal year and the locations of the October and November shows.
- One group of radio stations ran the old spot last month. These radio stations will give us make ups for this error.
- Activity is picking up on the Rescue Rex website. Some visitors are going to the resource pages.
- Second round of letters will be going out to the schools that have not booked a Rescue Rex show for this year.
- The latest quality assurance questionnaire has been finalized. Calls should start going out in November, Preliminary results should be ready by early December. Finals results should be completed by the beginning of the year.

### **ECC Director Report**

- Chief Phillips attended a recent Donelson-Hermitage Exchange Club meeting where he talked about the Emergency Communications Center and Smart911.
- The Citizens Police Academy visited the Emergency Communications Center for a briefing and a tour.
- Chief Phillips attended the Mayor's inaugural ceremonies at the Metro Courthouse.
- Smart911 is working on the technology to allow texting of 911 calls. The ECC Dept is going to serve as a test site.
- Chief Phillips attended the TENA Conference at the end of September.
- The project manager who is overseeing the build out of the Peterbilt site has estimated that the ECC Dept will need about 30,000 square feet of space if it moves into the new facility.
- The State of Tennessee has recently entered into a contract with a company called Avaza for language interpretation services. The ECC Dept is going to investigate the possibility of using this company since they are considerably less expensive than the company that we currently use.
- A number of ECC employees attended the "Get Motivated" seminar that was held at Bridgestone Arena on October 17<sup>th</sup>.
- Upgrades to the phone system are currently in progress. Some problems have been encountered.

### **Debt Management Policy**

Robert McLeod, Director of Audit for the TECB, has instructed all ECD's to adopt a Debt Management Policy. He advised using the MTAS Debt Management Policy that was developed for municipalities. Mr. Lynam has modified the MTAS model to fit the requirements of the ECD. He provided a draft copy of this policy for board members to take home and review. Additional discussion will take place at next month's board meeting.

**AT&T (Bellsouth) Lawsuit**

Senator Haynes met in executive session with the ECD Board from 3:50 P.M. to 4:03 P.M. to discuss the settlement with AT&T. At the end of that session Mr. Johnson made a motion that the Board accept the settlement that our attorneys have worked out with AT&T. Mr. Tucker seconded the motion and it carried unanimously by voice vote.

Mr. Graves made a second motion that we dismiss Charter from the lawsuit since no wrong doing was found on their part. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

**Adjournment**

Upon proper motion and second meeting adjourned at 4:03 P.M..

Minutes submitted by Mark Lynam