

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. Chair Cleo Duckworth called the meeting to order at 2:30 PM and presided over the meeting with the following board members present: Ruby Baker, Lorinda Hale, William Johnson, Susan Mattson, Charlane Oliver, David Gleason, Eliud Trevino, and Rick Cowan. Others present included: Mark Lynam and Larry Law (ECD Admin); Angie Milliken and Bruce Sanschargin (Metro DEC), Pat Nolan (DVL Seigenthaler), Russell Freeman (Legal Counsel), David Edwards (Metro Budget Office), and Aida Hughes.

#### **Public Hearing – ECD Operating Budget for FY 2019**

Chair Cleo Duckworth announced that on April 19, 2018 the ECD Board met and approved its proposed operating budget for fiscal year 2019. On May 2, 2018 copies of the proposed budget were filed with the Metro Clerk and the Mayor’s Office. Notice of this public hearing was advertised in the Tennessean newspaper on Sunday, June 17, 2018. She declared the public hearing open and asked if anyone was present who wished to speak on the proposed ECD operating budget for fiscal year 2019. There was no one present who wished to speak so Ms. Duckworth closed the public hearing.

#### **Introduction of New ECD Board Member**

Ms. Duckworth introduced and welcomed newly appointed board member Rick Cowan. Mr. Cowan will be representing School District 4. His term will expire February 14, 2020.

#### **Minutes**

Ms. Hale made a motion to accept the minutes from the May 17, 2018 ECD board meeting. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

#### **Financial Report**

Mr. Lynam went over the May 2018 financial report with board members. He reported that income for May was \$48,436 while expenses were \$2,263,278. This left us with a net loss of \$2,214,842 for the month.

Our checking account balance at the end of May was \$163,718 and our LGIP account balance was \$9,536,850. This left us with \$9,700,568 cash available for operations.

#### **Amend ECD Budget for FY 2018**

Mr. Lynam pointed out that after he had finished paying all expenses for June 2018, our books reflected that we had exceeded our budget for language interpretation services by \$4,138.

He went on to explain that when the books are audited for fiscal year 2018 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 recommended that the Board amend its FY 2018 budget as follows:

4499 – Misc & Contingency	Decrease by \$5,000	..... (\$5,000 to \$0)
4206 - Language Interpretation	Increase by \$5,000	..... (\$40,000 to \$45,000)

Ms. Hale made a motion for the board to amend the FY 2018 budget as noted. Mr. Gleason seconded the motion and it carried unanimously by voice vote.

### **Adoption of ECD Budget for FY 2019**

Mr. Lynam presented a copy of the 2019 operational budget that was proposed at the April 19, 2018 board meeting. He pointed out that no changes have been made to the initial proposal. The total budget amount for FY 2019 is set at \$8,321,175.

Mr. Gleason wanted to make sure that we had money set aside in the budget for a security assessment. He noted that Atlanta and other cities have gotten hit by cyber criminals. Mr. Lynam pointed out that we left \$40,000 in the budget for this purpose.

Ms. Hale asked if we should increase the amount set aside for the annual employee recognition banquet. She was concerned that the cost to host this affair may go up next year. Others in attendance felt that \$18,000 was enough to cover this expenditure so no change was made to this line item.

After discussion ended Mr. Gleason made a motion for the board to adopt the budget as presented. Ms. Mattson seconded the motion and it carried unanimously by voice vote.

### **Approval of Contracts**

The ECD Board approved the following contracts for FY 2019:

1. Inter-Local Agreement with Metro ...Mr. Gleason made a motion for the Board to approve the contract. Ms. Baker seconded the motion and it carried unanimously by voice vote.
2. Russell Freeman (Legal Services).... Ms. Hale made a motion for the Board to approve the fee letter. Ms. Baker seconded the motion and it carried unanimously by voice vote.
3. DVL Seigenthaler Public Relations (Public Awareness).... Mr. Johnson made a motion for the Board to approve the contract. Ms. Baker seconded the motion and it carried unanimously by voice vote.
4. Mark Lynam & Larry Law (Administrative Services).... Mr. Gleason made a motion for the Board to approve the contract. Ms. Hale seconded the motion and it carried unanimously by voice vote.

### **Public Awareness Update**

Mr. Nolan thanked the board for allowing him to attend the NENA Conference. He mentioned that he attended one of the breakout sessions which talked about texting “to and from” 911. He felt that a public awareness education program about this subject might be helpful when it is made available within our 911 center.

Mr. Nolan went over the call volume report for May 2018. The 911 call numbers were up slightly by 198 calls or 0.57% compared to the same month in 2017. This marks the end to a 22 month consecutive period where 911 calls were down.

With the new budget starting, Mr. Nolan’s team will be working on updating the creative media for next year. This will include outdoor boards and radio spots. New online digital ads will be added that will be aimed at websites targeting new people moving to Nashville. Hopefully, the new creative media will be ready by the late August or early September timeframe. Mr. Nolan would like to meet next week with the Public Awareness Subcommittee to discuss ideas surrounding next year’s focus.

Rescue Rex scripts are being reviewed for next year. The costume will be cleaned and refurbished while school is out. Rescue Rex shows will start back up early in the school year, probably late August or early September.

Rescue Rex made a showing at the NENA conference this week. He was present early Sunday morning at the 911 charity 5K fun run. Ms. Baker asked if Rescue Rex participated in the Nashville Neighborhood Night Out program. Mr. Nolan said that he has not been asked by the Nashville Police Department and also added that it would be difficult to participate since events are held all over town.

Mr. Nolan mentioned that he may do a refresh next year on the Rescue Rex coloring book.

Mr. Nolan went over the digital impression report. He reported that our target number of 100,000 digital impressions was reached on all of the websites used. Mr. Gleason asked why we were not using Fox Channel 17 since we were using all of the other local TV stations. Mr. Nolan did not know why but said that he would check with the media buyer in his office.

Mr. Nolan went over the language interpretation report. He noted that Spanish calls were up considerably as opposed to the past couple of months. He is going to watch these numbers due to all of the immigration issues taking place.

#### **Street Name Change**

Ordinance BL2018-1252 was submitted to rename a portion of McGavock Pike to “Knight Valley Drive”. Mr. Lynam noted that this name change has the support of DEC. With that said Mr. Gleason made a motion to approve the street name change. Ms. Baker seconded the motion and it carried unanimously by voice vote.

#### **DEC Directors Report**

DEC Director Michele Donegan was out of the office so Assistant Director Angie Milliken sat in for her.

Ms. Milliken reported that another training class just got underway with two new employees. Another recruitment drive, led by Bruce Sanschargin, is also getting underway.

Ms. Milliken reported that about 25 DEC employees were able to attend the NENA Conference.

Three PSAP tours were conducted at our 911 Center during the NENA Conference. The tours took place on Sunday, Monday, and Wednesday of this week. Metro’s FIRST and CORE teams were available to interact with the visitors.

In conjunction with the NENA Conference being held in Nashville this week, Apple Computer executives and the Nashville Mayor’s Office held a press conference at the 911 Center on Monday. Apple announced that they were partnering with RapidSOS and with the release of iOS12, iPhone users will be able to automatically and securely share their location with 911 call centers. Nashville will be one of the first cities in the United States to accept the new enhanced emergency data from Apple devices.

#### **Election of Officers for FY 2019**

Mr. Gleason made a motion that all current officers stay in their existing position. Ms. Duckworth asked if there was anyone else who desired to serve as an officer. No one else expressed an interest in serving as an officer. Ms. Hale seconded the motion and it carried unanimously by voice vote. The officers for FY 2019 are:

- Chair – Ms. Cleo Duckworth
- 1st Vice Chair – Ms. Susan Mattson
- 2nd Vice Chair – Mr. William Johnson

**Miscellaneous**

Mr. Freeman thanked the board for allowing him to attend the NENA Conference. He said it was well received and that he learned a lot.

**Adjournment**

Upon proper motion and second the meeting adjourned at 3:50 P.M. Next ECD Board meeting will be held on August 16th.

Minutes submitted by Mark Lynam