

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 2:33 PM and presided over the meeting with the following board members present: Ruby Baker, William Johnson, Michelle Jernigan, Lorinda Hale, Charlane Oliver, and Eliud Trevino. Board members David Gleason and Susan Mattson were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michelle Peterson, Angie Milliken, and Dwayne Vance (ECC Dept), Cheryl Thompson (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Jon Sain (Fire Dept), James Barnes (TECB), and Aida Hughes.

Minutes

Mr. Johnson made a motion to accept the minutes from the April 20, 2017 ECD board meeting. Ms. Hale seconded the motion and it carried unanimously by voice vote.

Financial Report

Mr. Lynam went over the April 2017 financial report with board members. He reported that income for April was \$1,119,633 while expenses were \$238,270. This left us with a net gain of \$881,363 for the month.

Our checking account balance at the end of April was \$1,101,114 and our LGIP account balance was \$9,058,421. This leaves us with \$10,159,535 cash available for operations.

Training Requests

Ms. Peterson presented the following items for approval:

Training Materials:

4418.03 - EFD Training Books (\$195 each x 10)	1,950.00
- EMD Training Books (\$195 each x 10)	1,950.00
- Call Taking Manuals (\$15 each x 10)	150.00
- Procedure Manuals (\$15 each x 10)	150.00
- APCO Manuals (\$79 each x 30)	<u>2,370.00</u>
	6,570.00

Conference Travel:

NENA conference in San Antonio, TX June 3 - 8, 2017
(7 attendees)

4418.06 - Registration	4341.00
4418.07 - Transportation (airfare)	2167.74
4418.07 - Lodging	7364.59
4418.07 - Per Diem	<u>2272.00</u>
	16,145.33

Grand Total \$22,715.33

Ms. Baker requested that the anticipated date of training be added to future training requests. She then made a motion for the Board to approve the training requests. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Public Awareness Update

Pat Nolan was not able to attend today's meeting due to illness so one of his co-workers, Ms. Cheryl Thompson, sat in for him. Ms. Thompson updated board members on the upcoming media campaign. She reported that we will have five English and five Hispanic billboards. Digital ads will run on the websites of the three major TV stations. Radio ads will run on fifteen English stations and three Hispanic stations. The new creative work will start at the beginning of the upcoming fiscal year.

Ms. Thompson went on to add that we are running a very strong and broad reaching campaign. We are currently reaching about 93% of the Metro population that is 18 years or older. The average frequency that each individual will hear our message is about 26 times.

Street Name Change

Ordinance BL2017-717 was submitted to rename a portion of "Due West Ave" to "West Due West Ave". It was noted that this name change has the support of the ECC Department. Ms. Baker made a motion to approve the name change. Ms. Hale seconded the motion and it carried unanimously by voice vote.

ECC Directors Report

Mr. Dwayne Vance reported that the ECC Department went before the Council's Budget and Finance Committee last week. Everything went well. There were not a lot of questions regarding their budget. He thanked board members Cleo Duckworth and Ruby Baker for attending.

Mr. Vance reported that the mayor has released her capital spending plan for FY 2018. The proposed budget includes funding to finish the blueprint for a new 911 Center.

TECB Meeting

Mr. Lynam reported that the Tennessee Emergency Communications Board (TECB) met on May 3rd. At that meeting they adopted amendments to Policy 6 which governs the evaluation and supervision of financially distressed districts. Depreciation costs will no longer be looked at as an operating expense when performing the financial analysis of an ECD. The "at risk" label has also been removed from the policy. With those changes we are now in good standing with the TECB.

Mr. Barnes also reported that the TECB approved a \$50,000 one-time payment to all ECD's that was distributed this month. They also authorized the establishment of a host NG911 controller for the statewide system. This system will be made available to all districts within the state. Joining the statewide system will be optional. If a district chooses to join the statewide system there will be some continuing costs that the district will have to fund. The state will pick up half the costs of the overall system.

The TECB also approved the purchase of the ECaTS call monitoring system for each district. Ms. Peterson pointed out that Metro is already using the system. Mr. Barnes said that we may be eligible for some form of reimbursement.

Miscellaneous

Our next board meeting will be held on June 15th. Mr. Lynam reminded board members that this will be an important meeting. We will adopt our FY 2018 budget, approve contracts for next year, and elect officers.

Due to the fact that a number of board members will be attending the APCO Conference during the third week of August, Ms. Duckworth asked that we move our August 17th meeting to August 24th.

Mr. David Gleason was reappointed to another four year term. His new term will expire on 02/14/2021.

Adjournment

Upon proper motion and second the meeting adjourned at 3:04 P.M.

Minutes submitted by Mark Lynam