

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, Susan Mattson, Lorinda Hale, William Johnson, Michelle Jernigan, Charlane Oliver, and Eliud Trevino. Board member David Gleason was not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michele Donegan, Angie Milliken, Michael Bateman, and Bruce Sanschargin, (Metro DEC), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Julie Evans and Beverly Horner (KraftCPA's).

Minutes

Ms. Hale made a motion to accept the minutes from the September 21, 2017 ECD board meeting. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Annual Audit Report

Ms. Beverly Horner and Ms. Julie Evans from Kraft CPA's presented the audit report that was completed for fiscal year 2017. Ms. Horner went over the report that summarized the various matters that are required to be communicated between auditor and those charged with governance. Ms. Evans reported on the ECD's financial performance during fiscal years 2017 and 2016. In their opinion everything was in order and the financial statements presented in the audit fairly represent the financial position of the Davidson County ECD as of June 30, 2017 and 2016.

Financial Report

Mr. Lynam went over the September 2017 financial report with board members. He reported that income for September was \$8,665 while expenses were \$300,614. This left us with a net loss of \$291,949 for the month.

Our checking account balance at the end of September was \$200,409 and our LGIP account balance was \$9,141,423. This leaves us with \$9,341,833 cash available for operations.

Training Requests

Mr. Sanschargin presented the following items for approval:

<u>4418.03 - Training Materials:</u>	
Channing Bete CPR Infant Manikin	\$299.00
CPR Adult/Child Combo Pack	530.00
Shipping	<u>74.61</u>
Total	\$903.61

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

Public Awareness Update

Mr. Nolan went over the call volume report for September 2017. The 911 call numbers were down by 9.37% for the month. This decrease marks fifteen consecutive months that 911 calls were down. Emergency calls for the first nine months of the calendar year (January – September) were down by 32,373 compared to the same period in 2016.

Mr. Nolan reported that the new outdoor boards have started going up. He also played the new radio ads for board members. There are two Spanish and six English radio spots. Some are 30 second spots while others are 60 second spots.

Mr. Nolan went over the Rescue Rex bookings for the school year. He reported that the email problem has been resolved. He also noted that his firm has hired their first female Rescue Rex performer.

Reports were also provided regarding digital ad performance and language interpretation services.

DEC Directors Report

Ms. Donegan reported that her department currently has 16 vacancies. She noted that the next dispatcher training class will start in January. A job posting for E911 dispatcher will run through the end of November.

A CAD upgrade will take place next Monday starting around midnight and run into Tuesday morning.

Miscellaneous

Next ECD Board meeting will be held on November 16, 2017.

Adjournment

Upon proper motion and second the meeting adjourned at 3:25 P.M.

Minutes submitted by Mark Lynam