

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, William Johnson, Michelle Jernigan, Lorinda Hale, Susan Mattson, 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, Michelle Peterson, Angie Milliken, Tim Nielsen, and Dwayne Vance (ECC Dept), Pat Nolan (DVL Seigenthaler), and Senator Joe Haynes (Legal Counsel).

Introduction of New ECD Board Member

Ms. Charlane Oliver was introduced as the newest member of the ECD Board of Directors. Ms. Oliver will be representing School District 3. Her term will expire February 14, 2021.

Minutes

Ms. Hale made a motion to accept the minutes from the March 23, 2017 ECD board meeting. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Financial Report

Mr. Lynam went over the March 2017 financial report with board members. He reported that income for March was \$4,436 while expenses were \$191,689. This left us with a net loss of \$187,254 for the month.

Our checking account balance at the end of March was \$225,332 and our LGIP account balance was \$9,052,840. This leaves us with \$9,278,173 cash available for operations.

ECD Budget for 2018

Mr. Lynam went over the FY18 budget worksheet that he had prepared with help from various members of the ECC Department, the ECD Technology Committee, and the ECD Public Awareness Committee. The total amount of the proposed budget for FY18 is \$6,407,425. Of this total \$4,003,425 is earmarked for normal operating expenses and the remaining \$2,404,000 is allocated for capital improvements. There were no recommended changes by board members.

Ms. Mattson pointed out the significance of our 5 year financial projection report. It shows that we will continue to maintain a sizeable fund balance that can be used for emergencies and needs that may be associated with a new facility.

As discussion ended, Mr. Lynam stated that he will transfer the budget numbers from the worksheet to the official TECB form that must be used for filing the budget. That document will then be sent to the Clerk's Office who will distribute it to the Mayor's Office and Council. A public hearing will be held in June at which time the ECD Board will officially adopt the budget.

Ms. Mattson made a motion to accept the numbers presented on the 2018 budget worksheet as our tentative budget for FY18. Ms. Hale seconded the motion and it carried unanimously by voice vote. (A copy of the proposed budget for 2018 is submitted with minutes).

Training Requests

Ms. Donegan presented a request for an educational program that would allow Mr. Dwayne Vance to achieve the designation of Certified Municipal Finance Officer (CMFO). The program consists of eleven classes that will be held in Nashville. The program starts in January 2018 and will take approximately

one year to complete. The classes are \$110 each for a total cost of \$1,210. Ms. Donegan went on to explain that this program will broaden Mr. Vance's skills so that he can carry out the complex tasks that are common in the field of municipal accounting and finance.

Mr. Lynam explained that there is enough money in next year's budget to cover this request. With that said Ms. Mattson made a motion for the Board to approve the training request. Mr. Johnson seconded the motion and it carried unanimously by voice vote.

Public Awareness Update

Mr. Nolan went over the following reports with board members:

- Rescue Rex Reports.... including number of schools, shows, and children that the program has reached during the current school year as well as the school appearance schedule for May. Mr. Nolan noted that we have surpassed last year's totals in the number of show performances and children reached.
- Call Analysis Report for the month of March 2017. When compared to the same month last year 911 calls were down 19.35% or 6,690 calls. This marks the ninth consecutive month that 911 calls were down. Mr. Nolan noted that the ECD public awareness campaign is marking its 20th anniversary this month.
- Language Interpretation Report for the month of March 2017. Mr. Nolan noted that in light of concerns regarding deportation he doesn't see any change in the numbers of calls that are coming in from people speaking foreign languages who are seeking assistance.

TECB Policy 6

Mr. Lynam went over the changes that are being proposed for TECB Policy 6. He explained that under this new policy the analysis of financial statements will be done differently. Under these new procedures the negative change in net position that we have experienced over the last three years would not be viewed as potential "financial instability" by the TECB. Mr. Lynam went on to add that if these changes are adopted at the TECB meeting in May, their board will most likely nullify the "at risk" designation that was given to us back in February of this year.

Street Name Change

The following ordinances were submitted for street name revisions....

- BL2017-664 – Rename Portion of "North Dupont Ave" to "Vandiver Dr"
- BL2017-665 – Rename "Capitol Blvd" to "Anne Douglas Dudley Blvd"
- BL2017-699 – Rename portion of "Sterling Oaks Dr" to "Montessori Dr"

It was noted that the street name revisions had the support of the ECC Department. With that said Mr. Johnson made a motion to approve the street name changes. Ms. Baker seconded the motion and it carried unanimously by voice vote.

ECC Directors Report

Ms. Donegan thanked the board for sponsoring the ECC employee appreciation banquet that was held on April 6th. She said that in the future she will work on ensuring that those receiving awards attend the banquet.

A 16 member call-taker class was started two weeks ago. There have been no dropouts so far. All 16 members are still in the class.

The Mayor's annual State of Metro address will be held next Wednesday, April 26th at 10:00 AM in Bridgestone Arena.

Ms. Donegan will attend a Planning Commission meeting this evening where department heads can get a preliminary look at the Mayor's capital budget for FY18. She will let us know if there is good news regarding the new 911 facility.

Miscellaneous

Ms. Hale thanked the ECC Department for coming out and hosting a booth at the annual Southeast Nashville Easter egg hunt and community festival that was held on April 8th.

Next ECD Board meeting will be held on May 18th.

Adjournment

Upon proper motion and second the meeting adjourned at 3:35 P.M.

Minutes submitted by Mark Lynam