

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, Grady McNeal, William Johnson, Susan Mattson, David Gleason, and Eliud Trevino. Board members Lorinda Hale and Michelle Jernigan were not in attendance. Others present included: Mark Lynam and Larry Law (ECD Admin); Michele Donegan, Michelle Peterson, Bruce Sanschargin, Dwayne Vance, and Lisa Fulton (ECC Dept), Jon Sain (Fire Dept), Pat Nolan (DVL Seigenthaler), Senator Joe Haynes (Legal Counsel), Jim Barnes (TECB), Aida Hughes.

Minutes

Mr. Johnson made a motion to accept the minutes from the November 17, 2016 ECD board meeting. Ms. Baker seconded the motion and it carried unanimously by voice vote.

Financial Report

Mr. Lynam went over the December 2016 financial report with board members. He reported that income for December was \$1,116,536 while expenses were \$248,196. This left us with a net gain of \$868,339 for the month.

Our checking account balance at the end of December was \$1,866,304 and our LGIP account balance was \$6,942,159. This leaves us with \$8,808,463 cash available for operations.

Mr. Lynam also reported that preliminary projections indicate we may show a positive change in net position for fiscal year 2017. If this happens we will no longer be under the close scrutiny of the TECB.

Training Requests

Mr. Bruce Sanschargin 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

Misc. Requests:

CALEA Mock Assessor Travel (2 assessors – Hotel, Flight, Mileage, etc)	<u>2,000.00</u>
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Grand Total \$8,570.00

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

Upcoming TECB Meeting

Mr. Lynam informed board members that the TECB will be holding their quarterly meeting on February 1st at 9:30 AM. At this meeting they will take up the issue of our district having shown a negative change

in net position in each of the last three consecutive years. Mr. Barnes went on to add that we will be receiving a letter from TECB Executive Director Curtis Sutton explaining the purpose of the meeting and asking for our attendance at this meeting. Mr. Barnes also shared his analysis of our district's financial health which he will also present to the TECB board on February 1st. He will recommend that we be deemed "at risk", not "financially distressed". It was decided that Cleo Duckworth, David Gleason, and Mark Lynam would attend the meeting to represent our district.

Public Awareness Update

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

- Number of schools, shows, and children that the Rescue Rex program has reached during the current school year.
- January 2017 school appearance schedule for the Rescue Rex program.
- Call Analysis report for the month of December 2016 and Year-End. When compared to the same month last year 911 calls were down 9.22% or 3,268 calls in December. Call volume for full 2016 calendar year is nearly 30,000 less when compared to 2015.
- Language Interpretation report for the month of December 2016. Spanish was the number one requested "non-English" dialect. Arabic was the second most requested language.
- Digital Banner Ad report for the month of December 2016. Our goal is to get at least 100,000 impressions each month which we are achieving.

Street Name Change

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

- BL2016-531 – Rename "Lifeway Plaza" to "J M Frost Plaza"
- BL2016-532 – Rename portion of "Jo Johnston Ave" to "Lifeway Plaza"
- BL2016-533 – Rename portion of "Boscobel Street" to "North 6th Street"
- BL2017-573 – Rename "Avalon Drive" to "Avalon Lane"

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. Mr. Gleason seconded the motion and it carried unanimously by voice vote.

ECC Directors Report

ECC Director Michele Donegan reported the following:

- The ECC Department currently has 21 vacancies.
- Metro is currently recruiting applicants for these vacancies.
- A new call-taker class will start on January 30th. It will consist of nine new hires.
- National Telecommunicators Week will take place April 9th – 15th.
- The Navigator Conference will be held April 12th – 14th. Metro plans on sending 10 to 12 employees to that conference.
- The employee appreciation banquet will be held on April 6th at the Maxwell House Hotel.
- Metro is starting their budget building process for FY 2018. There is conversation about a new 911 facility. A meeting will take place next week to revisit what was previously proposed.

Miscellaneous

Mr. Trevino asked if the ECC Department will have representatives at the El Protector Hispanic Festival that is coming up at Coleman Park. Ms. Donegan will follow up to make sure that someone is there.

Mr. Lynam asked if board members would consider moving our March meeting from the 16th to the 23rd. He noted that Pat Nolan will be out of town the week of the 16th and that it would give him more time to receive and process March invoices. Mr. Gleason made a motion to move the March meeting from the 16th to the 23rd. Mr. Trevino seconded the motion and it carried unanimously by voice vote.

Mr. Lynam pointed out that Jody Clinard, Metro's radio system manager, was originally scheduled to give a talk at today's board meeting but was unable to do so. We will try to reschedule him for our February meeting.

Adjournment

Upon proper motion and second the meeting adjourned at 3:05 P.M.

Minutes submitted by Mark Lynam