

**MINUTES OF THE  
9-1-1 BOARD OF MANAGERS' MEETING**

**September 25, 2006**

LOCATION: 9-1-1 Board Room  
150 Hilbig Road, Conroe, Texas

ATTENDING: John Chancellor, President  
Allen Fletcher, Secretary  
J.C. Edwards, Treasurer  
Charlie Ray, Member  
Jerry Bittner, Member  
Rhon Anthony Green, Ex-Officio Member  
Larry Foerster, Legal Counsel  
Robert Gunter, Executive Director  
Deborah Turner, Deputy Director  
Terri Gill, Executive Assistant

GUESTS: Chip VanSteenberg, City of Shenandoah  
Capt. Peggy Frankhouser, MCSO  
Lt. David Park, MCSO  
Chief Jim Green, Panorama Village PD  
Sgt. Billy Beavers, Panorama Village PD

Chief John Chancellor, President, called the meeting to order at 11:34 a.m. Chief Chancellor noted that Mr. Allen Fletcher was not in attendance.

**PUBLIC COMMENTS**

No citizen requested to address the Board of Managers.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Robert Gunter inquired whether everyone had a chance to review the Executive Director's Report and if there were any questions.

*Chief Chancellor noted that Secretary, Allen Fletcher arrived.*

\*\*\*Please note, due to a technical error the taped record is not available.\*\*

## **ACKNOWLEDGE APPOINTMENT AND REAPPOINTMENTS**

Mr. Gunter spoke briefly, welcoming Deputy Chief Jerry Bittner of the Woodlands Fire Department to the 9-1-1 Board of Managers; and acknowledging the reappointments of Chief John Chancellor, by the Mayors of the Cities and Towns, and Mr. J.C. Edwards, by Commissioners' Court.

## **OATHS OF OFFICE AND SWORN STATEMENTS**

Ms. Deborah Turner administered the Oath and Sworn Statement to Chief Chancellor, Mr. Edwards and Deputy Chief Bittner.

## **BANK OF AMERICA SIGNATURE CARD**

Ms. Turner explained that it is necessary to complete a new signature card, as the Board has a new member.

Chief Ray made the motion to authorize signatures. Mr. Edwards seconded the motion. The motion carries, and the forms were completed.

## **INTERLOCAL AGREEMENT WITH MONTGOMERY COUNTY HOSPITAL DISTRICT**

Mr. Gunter stated the interlocal agreement had previously been reviewed and approved by the 9-1-1 Board, and that the Hospital District Board had also approved the agreement at their last regularly scheduled meeting; and was being presented today for signatures, as no further action is required.

The interlocal agreement was signed.

## **INTERLOCAL AGREEMENTS WITH MONTGOMERY COUNTY**

Mr. Gunter explained that a meeting has been scheduled with Ms. Phyllis Rainey, Montgomery County's Legal Counsel and Mr. Larry Foerster, 9-1-1's Legal Counsel, as well as Ms. Turner and himself to review the agreements in detail.

Chief Chancellor requested a motion to defer discussion and approval of the interlocal agreements pending with Montgomery County. Mr. J.C. Edwards made the motion to defer this matter. Chief Charlie Ray seconded the motion. The motion carried.

## **AUDIT LETTER FOR FISCAL YEAR END SEPTEMBER 30, 2006**

Ms. Turner explained that each year the Board must accept and approve the terms of the Audit, as proposed by Mr. Robert VanWassehnova and Associates.

Deputy Chief Jerry Bittner made the motion to approve the term of the Annual Audit. Mr. Edwards

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seconded the motion. The motion carried.

### **TML IEBP BOARD OF TRUSTEE ELECTION**

Chief Chancellor inquired whether anyone had questions. There being none, he requested a motion to approve a vote for Mr. Crabtree of Deer Park.

Chief Ray made the motion to approve the vote in favor of Mr. Crabtree. Deputy Chief Bittner seconded the motion. The motion carried.

### **TML IRP BOARD OF BOARD OF TRUSTEE ELECTION**

Chief Chancellor inquired whether there were any questions. There being none, he requested a motion to approve a vote for the incumbents as listed on the ballot.

Chief Ray made the motion to approve the vote for the incumbents. Deputy Chief Bittner seconded the motion. The motion carried.

### **TCDRS PLAN YEAR 2007**

After a brief discussion, Chief Chancellor requested that the matter be deferred until an actuary table could be acquired and reviewed by the Board.

Chief Ray made the motion to defer action on TCDRS Plan Year 2007. Mr. Edwards seconded the motion. The motion carried.

### **2007 BOARD MEETING SCHEDULE**

Ms. Turner presented the proposed 2007 meeting schedule for the Board's approval.

Deputy Chief Bittner made the motion to approve the meeting schedule as presented. Chief Ray seconded the motion. The motion carried.

### **2007 HOLIDAYS**

Ms. Turner explained that the District adopts an annual holiday schedule as approved by Commissioner's Court for Montgomery County.

Chief Ray made the motion to approve the 2007 Holidays. Mr. Edwards seconded the motion. The motion carried.

### **CONSENT AGENDA**

Chief Chancellor noted items thirteen (13), fourteen (14), fifteen (15), and sixteen (16) of the consent

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agenda. Chief Ray made the motion to approve these items in their entirety. Deputy Chief Bittner seconded the motion. The motion carried.

There were no invoices requiring approval.

**MATTERS REQUIRING ATTENTION BUT NO IMMEDIATE ACTION**

Chief Chancellor asked if there were matters requiring attention, but no action. A brief discussion ensued, determining that the District will have its holiday celebration on December 9, 2006.

Chief Chancellor requested a motion to adjourn. Chief Ray made the motion to adjourn. Mr. Fletcher seconded the motion. The meeting adjourned at 12:08 p.m.

Attest:

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B. Allen Fletcher  
Secretary

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John R. Chancellor  
President

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