

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

November 20, 2006

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

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

GUESTS: Capt. Peggy Frankhouser, MCSO
Mark Turnbull, County Clerk
Dianna Porche, AT&T
Steve Silence, AT&T

Chief John Chancellor, President, called the meeting to order at 11:34 a.m.

PUBLIC COMMENTS

Mr. J.C. Edwards introduced Mr. Mark Turnbull, County Clerk to the Board of Managers and invited him to speak. Mr. Turnbull referenced a letter he had sent to Mr. Gunter and the Board regarding Ms. Chiu-Wen Ray's invaluable assistance to the county with regards to the county's mapping and boundaries.

Chief Chancellor requested that a copy of Mr. Turnbull's letter be placed in Ms. Ray's personnel file.

Chief Chancellor stated that the meeting order would be amended to allow guests and employees to leave the meeting, as it adjourns to Executive Session; items 1, 2 and the consent agenda will be heard prior to the adjournment.

EXECUTIVE DIRECTOR'S REPORT

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

Mr. Gunter stated that at the last meeting, the Board had asked Deputy Chief Bittner to head a committee to review staff numbers versus the number of incoming emergency calls. Mr. Gunter reported that three meetings were held, and one conclusion was to adopt the NENA call-answering guidelines for the times within which

9-1-1 calls must be answered, i.e., 90% should be answered within 10 seconds. Based on nationally accepted formulas, MCSO needs four (4) additional call-takers. Mr. Gunter stated the total cost to the District for four additional call-takers will be approximately \$47,700.00 each. This would require a budget amendment.

Mr. Larry Foerster stated that an amendment would be required for the new interlocal agreement, in addition to amending the budget. Capt. Peggy Frankhouser stated the Ms. Rainey of the County Attorney's office has stated that a letter of agreement would be sufficient, that based on the review committee's findings additional personnel will be funded by the District. Mr. Foerster stated he would review the statute to determine whether or not an amendment to the budget would need to be presented to the Cities for approval.

Deputy Chief Bittner reported that the committee had discovered other issues relating to personnel, procedural, and technology. He recommends that the call answering times are reviewed again once the new staff is in place.

TCDRS PLAN YEAR 2007

Ms. Deborah Turner, Deputy Director, explained the information received from Mr. Howard Miller with TCDRS, regarding underfunding and lump sum payments to bring down the District's liability.

Chief Chancellor requested that Mr. Robert VanWassehnova, the District's CPA, review the TCDRS plan and payment options, and that he make a recommendation at the Special Meeting on December 4th.

The matter was deferred.

CONSENT AGENDA

Chief Chancellor noted items five (5), six (6) and seven (7), of the consent agenda. Mr. Allen Fletcher made the motion to approve these items in their entirety. Chief Charlie Ray seconded the motion. The motion carried.

There were no invoices requiring approval.

MATTERS REQUIRING ATTENTION BUT NO IMMEDIATE ACTION

Chief Chancellor stated that Deputy Chief Bittner had discussions with MCSO and MCHD, at an Agency Protocol Meeting, regarding 'one' CAD system for agencies serving Montgomery County. Deputy Chief Bittner explained that in a recent incident, involving a shooting, the fire department was unaware of the situation with the shooter. The technology is available to disseminate the call information to all of the agencies involved, responding to a call.

Capt. Frankhouser stated the county is looking at available options to integrate and open avenues of communication with the technologies that are currently in use.

Deputy Chief Bittner suggested that perhaps a good first step would be to tour other agencies or counties with a similar situation and does it streamline the process.

Mr. Gunter reported that he and Mr. Fletcher had attended *Ethics in Government* at UT Austin on November 14th. Mr. Fletcher stated it was very informative and interesting, a day well spent.

CLOSED EXECUTIVE SESSION

The regular meeting was adjourned to Executive Session at 12:10 p.m.

RECONVENE REGULAR SESSION

The regular meeting was reconvened at 2:45 p.m.

Chief Chancellor requested a motion to adjourn. Chief Ray made the motion to adjourn. Mr. Fletcher seconded the motion. The meeting adjourned at 2:46 p.m.

Attest:

B. Allen Fletcher
Secretary

John R. Chancellor
President