

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

April 23, 2007

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

ATTENDING: John Chancellor, President
Charlie Ray, Vice President
J.C. Edwards, Treasurer
Jerry Bittner, Member
Alfonso Martinez, Ex-Officio Member
Larry Foerster, Legal Counsel
Robert Gunter, Executive Director
Deborah Turner, Deputy Director
Russell Steffee, MIS Manager
Chiu-Wen Ray, GIS Manager
Jeanne Frey, Database Manager
Terri Gill, Executive Assistant

ABSENT: Allen Fletcher, Secretary

GUESTS: Dianna Porche, AT&T
Lt. David Park, Montgomery County Sheriff's Office

Chief John Chancellor, President, called the meeting to order at 11:40 a.m., noting that Mr. Allen Fletcher was unable to attend.

PUBLIC COMMENTS

No citizen requested to address the Board of Managers.

EXECUTIVE DIRECTOR'S REPORT

Mr. Robert Gunter stated that Montgomery County's public safety agencies have agreed that Conroe ISD PD can better serve their students by answering 9-1-1 calls 24-hours a day, from their facility; today with their current set-up we cannot add EMS or police to a 9-1-1 call. By providing a PSAP switch they will be able to do that with the click of a mouse, and are willing to pay the cost for the switch. The District will absorb the trunking costs from the tandem back to Conroe; there are only two trunks at \$71.00 per month. Chief Chancellor inquired if the District will incur these expenses

for all the school districts? Mr. Gunter replied, no, the other school districts do not have 24-hour dispatch.

Mr. Gunter stated he had forwarded an interlocal agreement to Mr. Larry Foerster for his review, he has recommended some changes, and the agreement has been forwarded to CISD, they will review the document and when approved it will be presented to the 9-1-1 Board for its approval.

Mr. Gunter stated that Chief Chancellor had requested that he review the District's policy for funding or authorizing a PSAP. Mr. Gunter asked the Board to review the proposed policy, which will be presented as an action item when the CISD interlocal agreement is presented.

Mr. Gunter reported discussions continue with the 9-1-1 Alliance and its chosen vendor for the ERDB and NG9-1-1 (next generation). The executive committee met by conference call today, and there is progress towards final numbers for the District's for budgeting purposes.

Mr. Gunter provided information on pending federal issues, copies of testimony from APCO and NENA. They are trying to fund a national 9-1-1 office, which was created last year, but has not been funded.

Mr. Gunter reported on local legislative issues in Austin. A committee hearing scheduled for Saturday was postponed, and was a hearing regarding the provision of reverse 9-1-1 out of 9-1-1 funds and its fiscal impact on the Districts. Language in the existing bill states it would be mandatory for the 9-1-1 District's to provide this service, the District's want this to be permissive, meaning it would be up to the Board to decide. Mr. Gunter stated the bill's sponsor has agreed to remove the mandatory and add the permissive language.

A critical bill is scheduled for a committee hearing on Wednesday, Mr. Gunter volunteered, with Mr. Mike Pedigo, Director of Denco 9-1-1, to attend the hearing and testify before the committee. The bill eliminates the 9-1-1 surcharge until funding is exhausted. This is geared towards the COGs (Council of Government) and areas the state administers. The state has not provided Phase II funding to any COG areas. However, the way the bill is written takes the districts' surcharges away also. We have met with the bill sponsor and he will have the bill amended by Wednesday, to exclude the Districts.

Mr. Gunter stated permission had been granted by AT&T to use the technician for the installation of the new position at Conroe PD, during the technicians regular 4-hour shift, and will be installed in the next week or so.

Mr. Gunter reported that all calls for the County are being answered on the Positron system, all 9-1-1, 5800, 5911, and other non-emergency calls. They are answering an average of 31.9% 9-1-1 calls, the balance are non-emergency calls.

Chief Chancellor asked what is causing the delay for testing of the back-up center? Mr. Gunter replied the hospital district stated at the last protocol meeting that everything is ready, and will be discussed at the next Agency Protocol Meeting on May 10th.

Mr. Gunter and the Board had a brief discussion of the fencing issue; the Board has asked that Mr. Gunter meet with the county and its vendor to ensure the perimeter will be completed and that bid requirements have been met.

Meeting Minutes for March 26, 2007

Chief Chancellor requested a motion to accept the minutes. Deputy Chief Jerry Bittner made the motion to accept the March 26, 2007 minutes. Chief Charlie Ray seconded the motion. Chief Chancellor asked if there would be any discussion. There being none, the vote was taken. The motion carried with all in favor.

Monthly and Quarterly Financial Reports for March 31, 2007 and Corrected Monthly for February 28, 2007

Chief Chancellor requested a motion to approve the financial reports presented. Chief Ray made the motion to approve the monthly and quarterly financial reports for March 31, 2007 and the corrected monthly report for February 28, 2007. Deputy Chief Bittner seconded the motion. Chief Chancellor asked for discussion, there being none, the vote was taken. The motion carried with all in favor.

Administrative Directive on Board/Staff Interaction

Chief Chancellor asked Mr. Foerster if he had met with Mr. Bill Helfand? Mr. Foerster stated he had, and Mr. Helfand, the attorney who represents the Texas Municipal League, who is the go to guy for personnel issues, didn't see a problem with the concept. Mr. Foerster stated he had added one paragraph and modified a second, and that regardless of the language used, this directive does not, in any way, supersede the District's personnel manual regarding the chain of command or grievance procedures.

Chief Chancellor requested a motion to accept the Administrative Directive on Board/Staff Interaction. Chief Ray made the motion to accept the Administrative Directive. Deputy Chief Bittner seconded the motion. Chief Chancellor asked for further discussion. A brief discussion ensued.

Chief Chancellor stated he would take the vote. The motion carried, with all in favor.

Chief Chancellor adjourned the regular meeting to the Budget Workshop at 12:38 p.m.

Chief Chancellor reconvened the regular meeting at 2:47 p.m.

CONSENT AGENDA

Chief Chancellor noted items seven (7), and eight (8), of the consent 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

Mr. Edwards initiated a conversation pertaining to the District's CPA/auditor, inquiring if the District has an outside audit performed annually? Chief Chancellor replied that the District does. Following a brief discussion, Chief Chancellor suggested the matter be placed on the agenda for the next meeting.

Chief Chancellor requested a motion to adjourn. Chief Ray made the motion to adjourn. Deputy Chief Bittner seconded the motion. The meeting adjourned at 3:40 p.m.

Attest:

B. Allen Fletcher
Secretary

John R. Chancellor
President