

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

July 23, 2007

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
Larry Foerster, Legal Counsel
Robert Gunter, Executive Director
Deborah Turner, Deputy Director
Russell Steffee, MIS Manager
Jeanne Frey, Database Manager
Terri Gill, Executive Assistant

ABSENT: Alfonso Martinez, Ex-Officio Member

GUESTS: Dianne Porche, AT&T
Capt. Peggy Frankhouser, MCSO
Lt. David Park, MCSO

Chief John Chancellor, President, called the meeting to order at 11:30 a.m., noting that Deputy Chief Bittner was unable to attend the meeting.

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 were there any questions regarding the information contained therein. There were no questions.

Meeting Minutes for June 25, 2007

Chief Chancellor asked if anyone had questions pertaining to the meeting minutes for June 25th? Being none, Chief Chancellor requested a motion to accept the minutes for June 25, 2007.

Mr. Allen Fletcher made the motion to accept the minutes for June 25, 2007. Chief Ray seconded the motion. The motion carried with all in favor.

Monthly Financial Reports for the Periods Ending May 31, 2007 and June 30, 2007

Chief Chancellor turned the floor over to Ms. Deborah Turner for a review of the new supporting documentation for the monthly financial reports. Ms. Turner explained that the reports are real-time and can be created electronically one time only.

Chief Chancellor, "Let the record reflect that Chief Bittner is here at 11:37."

Chief Chancellor requested a motion to approve the May and June 2007 financial reports. Chief Ray made the motion to approve the financial reports for May and June 2007. Mr. Fletcher seconded the motion. The motion carried with all members voting in favor.

Line Item Transfers

A. \$23,000 from reserves – allocated for building & mechanical repairs to building machinery & equipment, line item 6422, designated back-up, for Hurricane Shutters.

B. \$10,000 to line 6302 for miscellaneous repairs, paint, and drainage at the 9-1-1 facility.

C. \$5,000 to line item 4660 – Legal Services.

Mr. Gunter explained each of the line item transfer requests, stating, "...to transfer \$15,000 to building and equipment for the paint, drainage and repairs at the 9-1-1 facility...\$23,000 for the hurricane shutters for the back-up center...\$5,000 for legal services. Mr. Gunter requested the board approve transferring a total of \$43,000 from reserves to line items 6422, 6302 and 4660.

Chief Chancellor requested a motion to approve the line item transfers. Chief Ray made the motion to transfer \$43,000 out of reserves, \$38,000 to building, machinery and equipment, and \$5,000 for legal services. Mr. Edwards seconded the motion. The motion carried with all members voting in favor.

Agenda Policy

Following a brief discussion, Chief Chancellor requested a motion to defer the Agenda Policy and the Attorney Contact Policy. Deputy Chief Bittner made the motion to defer the Agenda Policy and the Attorney Contact Policy to the August meeting. Chief Ray seconded the motion. The motion to defer the Agenda Policy and the Attorney Contact Policy carried with all in favor.

Attorney Contact Policy

Please refer to the above.

Hurricane Shutters for Back-up Center

Chief Chancellor noted that funds for the hurricane shutters had been approved with the line item transfers, and requested a motion to purchase the hurricane shutters for the back-up center. Mr. Fletcher made the motion that the executive director take action on the hurricane shutters for the back-up center. Deputy Chief Bittner seconded the motion. The motion carried with all in favor.

CONSENT AGENDA

Chief Chancellor noted item eight (8) of the consent agenda. Chief Ray made the motion to approve the Executive Director's Report. Mr. Fletcher seconded the motion. The motion carried with Mr. Edwards abstaining; with Chief Ray, Mr. Fletcher and Deputy Chief Bittner voting in favor.

There were no invoices requiring approval.

MATTERS REQUIRING ATTENTION BUT NO IMMEDIATE ACTION

Mr. Edwards inquired on the status of the fencing. Mr. Gunter explained that the funding for the fencing had been approved in the 207/2008 budget, and the work will likely commence after October 1.

Chief Chancellor asked if there were other matters needing discussion. Being none, requested a motion to adjourn.

Deputy Chief Bittner made the motion to adjourn. Mr. Fletcher seconded the motion. The meeting adjourned at 11:55 p.m.

Attest:

B. Allen Fletcher
Secretary

John R. Chancellor
President