

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

September 29, 2008

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

ATTENDING: John Chancellor, President
Charlie Ray, Vice President
Jerry Bittner, Secretary
Ann Carr, Treasurer
James Simon, Member
Larry Foerster, Legal Counsel
Robert Gunter, Executive Director
Russell Steffee, Systems Ops Manager
Chiu-Wen Ray, GIS Manager
Jeanne Frey, Database Manager
Terri Gill, Executive Assistant

ABSENT: Alfonso Martinez, Ex-Officio Member

Chief John Chancellor, President, called the meeting to order at 5:00 p.m., noting that all members and legal counsel were present.

PUBLIC COMMENTS

No public addressed the board.

Chief Chancellor adjourned the open meeting to closed executive session at 5:02 p.m.

CLOSED EXECUTIVE SESSION

The Board may meet in closed Executive Session as authorized per the Texas Open Meetings Act, pursuant to Texas Government Code: Section 551.071, consultation with attorney and Section 551.074, personnel matters involving salaries and reorganization of District staff, including discussing the future need for the position of Deputy Director.

RECOVENE OPEN MEETING

Chief Chancellor reconvened the open meeting at 6:20 p.m., to consider and take action, if necessary, on personnel matters involving the continued need for the position of Deputy Director and the reorganization of responsibilities of the District staff.

Chief Charlie Ray made the motion that the Board to eliminate the position of Deputy Director. Mr. James Simon seconded the motion. The motion carried with all in favor.

ITEMS RELATED TO EMPLOYEE SALARIES

- A) The percentage amount for COLA (Cost of Living Allowance)**
- B) Implementation of K.R. Moore's recommendation regarding auto allowance**
- C) Merit and step salary increases for each employee**
- D) Retention salary adjustment**

Chief Chancellor noted item three of the agenda (as specified above).

Deputy Chief Jerry Bittner made the motion to limit the cost of living to three percent (3%) for the fiscal year 2008/2009 for the employee's currently not receiving car allowance. Chief of Staff Ann Carr seconded the motion. The motion carried with all in favor.

Deputy Chief Bittner made the motion to eliminate the auto allowance for all positions, having this cost rolled into the base salary of each employee for this year, with the exception of the Executive Director's position, to be negotiated at a later date. Mr. Simon seconded the motion. Chief Ray noted for the record, that these employee's will be eligible for mileage reimbursements. Chief of Staff Carr noted that the employee's receiving the auto allowance will not receive the three percent (3%) COLA, the auto allowance is rolled into their salary. The motion carried with all in favor.

Deputy Chief Bittner made the motion to remove the retention salary adjustment, merit and step increases for all employees for fiscal year 2008/2009. Mr. Simon seconded the motion. The motion carried with all in favor.

Mr. Larry Foerster stated for the record, "With regard to Debbie Turner, who served as the Deputy Director, with regard to her position, the board should be aware that, I understand that she's got accrued about 236.5 hours of vacation, and she's also accrued, I believe, 74.5 hours of comp time, which I believe she's entitled to under the Fair Labor Standard's Act as time and a half, and if that would be compensated, that would be compensation she would receive. The board doesn't have to act on that, that's just what she's entitled to. If she will accept it, does the board want to entertain giving her any additional payments in exchange for a release of any claims she may have, including unemployment compensation?" Chief Chancellor noted that the board wanted to pay her one week of salary for each year of employment, up to fourteen (14) years, and in addition, will pay her medical insurance for up to eighteen (18) months. Mr. Foerster, stated that in exchange for which, she would have to sign a release, releasing the District from any other further claims, including unemployment compensation claims.

Chief of Staff Carr made the motion to pay Ms. Turner 14 weeks of compensation pay for severance and 18 months of COBRA insurance, conditioned upon a full release of any claims against the District, including unemployment compensation. Mr. Simon seconded the motion. The motion carried with all in favor.

OTHER MATTERS REQUIRING ATTENTION AND NOT IMMEDIATE ACTION

Chief Chancellor stated that study conducted by Pendleton Partners needs to be carried further, and requested that the board consider action at the next meeting. After a brief discussion, the board scheduled a special meeting for Tuesday, October 7, 2008 at 9:00 a.m., to approve an extension of the contract with Pendleton Partners for approximately two months.

Chief Chancellor requested that rather than changing the job descriptions, Mr. Gunter compose a list of who will be responsible for the additional duties, temporary duties for the interim time.

Mr. Gunter reviewed checks approved and signed for accounts payables, and reported that the new signature changes for Bank of America has been held to allow Mr. Gunter to continue to sign and approve the payment of

routine expenses.

Mr. Gunter stated the web page is ready for CodeRed, and the invoice has been received for the 2008/2009 service year. Chief Chancellor suggested that reporters with the Courier and Chronicle should write an article, and the District should also need to advertise the Weather Warning, as it requires that people sign up.

Chief Chancellor asked what is on the District's web page, is there information about who is responsible for what in 9-1-1? Chief of Staff Carr suggested that the board review the website.

Mr. Russell Steffee, Systems Operations Manager, requested to address an item with the board. Mr. Steffee explained that during Hurricane Ike, "The 9-1-1 trunks did in fact fail, but immediately, the 539-5911 telephones started ringing. No caller in the county, that we've been able to determine, did not have their call answered. It simply was answered on the District's national, emergency, seven-digit number. I showed this to Captain Frankhouser, you see a big dip in the 9-1-1 calls, you see a big increase in the 539-5911. We did not strand the citizens of Conroe or Montgomery County." The Post-Ike committee has met, and is meeting, to resolve issues that arose during the storm.

Chief Chancellor requested a motion to adjourn. Deputy Chief Bittner made the motion to adjourn. Mr. Simon seconded the motion. The motion carried.

The meeting adjourned at 6:36 p.m.

Attest:

Jerry J. Bittner
Secretary

John R. Chancellor
President