

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

October 7, 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 special meeting to order at 9:00 a.m., noting that all members and legal counsel were present.

PUBLIC COMMENTS

No public addressed the board.

EXTENDING CONSULTING SERVICES AGREEMENT WITH PENDLETON PARTNERS

Mr. Larry Foerster, legal counsel, discussed four concerns with the contract: the scope of work does not contain any specifics; it requires payment of invoices within 15 days and should be 30 days; in paragraph 8, in the hold harmless clause there is no way to hold accountable; and finally the venue should lie in Montgomery County. Mr. Foerster also noted a concern with the hours and fees to be billed. Chief Chancellor stated his request is that the Board approves a two (2) month extension of the contract; the CAD Committee will then have to determine whether or not to move forward, and if they choose to move forward the entities involved will have to help pay for these services. Mr. Foerster inquired regarding the term of the contract, when does it start? Chief Chancellor suggested the contract start on October 15 and end on December 15, 2008. The anticipated contract cost, with expenses, is approximately \$10,000.

Deputy Chief Jerry Bittner made the motion to approve the two (2) month contract extension, contingent upon Mr. Foerster's final review and approval. Mr. James Simon seconded the motion. The motion carried with all in favor.

Chief of Staff Carr requested that Mr. Foerster send a copy of the revised contract to the Board upon completion.

OTHER MATTERS REQUIRING ATTENTION AND NOT IMMEDIATE ACTION

Chief Chancellor noted that a draft of the CodeRED press release was distributed. Chief of Staff Carr requested that we use the information as it is presented to the public on the website; the information should be short, sweet and attention grabbing.

After further discussion, the Board requested that Chief Chancellor set up a press conference on October 21, 2008 at 10:00 a.m., with a photographer; the Board requested that the second floor be cleaned for tours, and that coffee and danish be provided.

Mr. Foerster asked who is the Public Funds Investment Officer? Chief of Staff Carr serves as Treasurer. Public Funds Investment Act training has been scheduled in December.

Mr. Gunter explained the document he had distributed; he had reviewed each resume and noted qualifications as requested. The Executive Director's posting is open until October 31st; Mr. Foerster suggested that the Board review the candidates already received, and then review any candidates that may be received later.

The Board created an Interview Committee, composed of Chief of Staff Carr and Mr. Simon, who will review the eleven resumes already received, will contact those the Board will interview at the November 17th board meeting or a special meeting at the end of October, during closed executive session, the interviews will be limited to 30 minutes. Mr. Simon and Chief of Staff Carr will meet with Mr. Gunter. Mr. Gunter will notify the applicants who are not to be interviewed of the Board's appreciation for the submission of their resumes.

Mr. Gunter will be out of town October 14 through November 1.

Chief Chancellor requested a motion to adjourn. Chief Charlie Ray made the motion to adjourn. Chief of Staff Carr seconded the motion. The motion carried.

The meeting adjourned at 9:30 a.m.

Attest:

Jerry J. Bittner
Secretary

John R. Chancellor
President