

**MINUTES**  
**Tarrant County 9-1-1 District**  
**Board of Managers Meeting**  
September 21, 2020

According to Section 551.021 of the Government Code, minutes of a meeting must state the subject of each deliberation and indicate each vote, order, decision, or other action taken. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the District's website [www.tc911.org](http://www.tc911.org).

A meeting of the 9-1-1 Board of Managers was held at 12:00 PM, Monday, September 21, 2020, in the Emergency Operations Center of the Arlington Ott Cribbs Public Safety Building, 620 W. Division Street, Arlington, Texas. Don Crowson presided.

**Board Members Present:**

Don Crowson, Chair  
Rick Brunson, Vice-Chair  
Aubry Insko, Treasurer  
Jeff Spivey  
Jim Davis  
Robert Brooks, Secretary

**Board Members Absent:**

Brian Johnson  
Doug Hooten

**Others Present:**

Wayne Olson, TOASE  
Bill Paxton, The Paxton Group  
Rhonda Shipp, City of Arlington

**Staff Members Present:**

Shinar Haynes, Executive Director  
Aniel Austin, Finance Manager  
Monte Cockrum, Technology & Network Manager  
Renee Boeglin, Executive Assistant  
Sarah Sellers, Systems Support Manager  
Shantelle Oliver, Director of Support Services  
Travis Trevino, Interoperability Coordinator  
Levi Larkin, Implementation Specialist

**CALL TO ORDER**

Don Crowson called the meeting to order at 12:00 PM.

**AGENDA ANNOUNCEMENTS**

No agenda announcements.

**CONSENT AGENDA ITEMS**

Don Crowson made a motion to approve the minutes from the August 17, 2020, meeting and accept the monthly Financial Reports and Report of Payments over \$5,000.

**Motion to approve the consent agenda items was made by Jeff Spivey and seconded by Aubry Insko. Motion passed unanimously.**

**PRESENTATIONS**

- A. Text to 9-1-1 – Shinar Haynes reported that the District has been testing the full path in the lab and the live system. Last week the District spent 12 hours with Motorola, AT&T, and Comtech working on the servers and IP addresses. The District is currently testing out of two small PSAPs inside the lab and will pick a couple of PSAPs when ready to test live in the actual PSAP. Once the testing is complete, the District will do a campaign with Commissioner Johnson on the first call, then a soft rollout, followed by media ads. Shinar stated the timeline is October 1 for soft rollout and November 1 for the official.

- B. Grant Program Committee – Travis Trevino reported the Grant Program Committee was created at the last Board meeting to discuss the PSAP Assistance Program and allowable expenses. He outlined the current allowable expenses for the Assistance Program. The Board discussed continuing to pay for CAD maintenance, possibly going to a regionalized CAD system, selecting 3-4 CAD systems to use, etc. They also discussed having an oversight committee and tightening the approved allowable expenses to continue the Assistance Program. The Grant Program Committee will make minor tweaks for the 2021 budget and review the five and ten-year payouts to create a survey for the 2022 budget.

**9-1-1 SERVICE FEE RESOLUTION (RN20-025)**

- A. Approve Wireline Fee Resolution – Shinar Haynes reported that since the last meeting, the District received approval for increase wireline business-side of the funding. Per the request of the Commissioners Court and City Manager, the budget is broken out into an operating budget and a capital budget. Shinar requested approval of the fee resolution, keeping the residential lines at \$0.20, increasing the business lines to \$1.75, and increasing the business trunks to \$2.50.  
**Motion to approve the Wireline Fee Resolution was made by Jim Davis and seconded by Aubry Insko. Motion passed unanimously.**

- B. Approve 9-1-1 Reliability Funding Resolution – Shinar Haynes requested approval of the 9-1-1 Reliability Funding resolution supporting the efforts of the 9-1-1 Alliance working with Legislature to increase wireless fees.  
**Motion to approve the 9-1-1 Reliability Funding Resolution was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.**

**EXECUTIVE DIRECTOR REPORT**

- A. Strategic Plan – Shinar Haynes presented an update on the Strategic Plan developed in October 2018 – the plan will be updated in October.
- B. System 2 – TSB VESTA-181210 (Arlington PSAP) – Shinar Haynes reported on August 24 & 28, the Arlington PSAP experienced two system freezes in the evening. The District got AT&T Resolution Center and Motorola Center involved. After several tests, AT&T sent a training service bulletin to put in place that did not match the system, came out in December 2018, and was poorly written – the District never received the bulletin. Fort Worth is on the same system but was not affected; the District applied the same fix to their system. The District has not received any information from the R&D team as to why it has not affected anything for two years. The District requested to receive every service bulletin from Motorola. Don Crowson suggested getting a written agreement stating the District will receive the service bulletins.

**BRIEFINGS**

- A. Legislative Update – Bill Paxton reported the 9-1-1 Alliance is working on getting feedback from Legislature leadership on the three bills for the Wireless Funding Legislation. He stated since the last Board meeting, Senator Pat Fallon has moved to Congress, and there is a special election right now for Senate District 30. He stated things in Austin have been relatively quiet.

**EXECUTIVE SESSION**

Pursuant to Chapter 551, Texas Government Code, the Board of Managers reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting for the following matters:

**Section 551.071**

Consultation with the District’s Attorney pertaining to any matter in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including seeking advice on any item posted on the agenda and consultation regarding emergency service fees.

**Section 551.074**

Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal or to hear a complaint or charge against a public officer or employee.

- Executive Director Evaluation

**Section 418.183(f): Texas Disaster Act**

To deliberate information for the purpose of preventing, detecting, responding to, or investigating an act of terrorism or related criminal activity as it relates to (1) staffing, tactical plans, or telephonic contact information; (2) to the vulnerability of persons or property, including critical infrastructure; (3) to information used to assist in the construction, assembly or location of an explosive weapon or a chemical, biological, radiological, or nuclear weapon of mass destruction, or unpublished information pertaining to potential vaccines or a device that detects biological agents or toxins; (4) to the details of the encryption codes or security keys for a public communication system; (5) to a terrorism-related report to an agency of the United States; (6) documents that identify technical details of particular vulnerabilities of critical infrastructure to an act of terrorism; or (7) any information pertaining to a security system used to protect public or private property from an act of terrorism.

- Colleyville Incident

**PUBLIC COMMENTS**

A virtual meeting will be held on Thursday, September 24, 2020, at 4:00 PM via WebEx to approve the 2021 budget to reflect new fees.

**ADJOURNMENT**

The meeting was adjourned at 1:22 PM.

**Next Board Meetings:**

**4:00 PM Thursday, September 24, 2020**

**12:00 PM Monday, October 19, 2020**

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Don Crowson  
Chair, Board of Managers

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Robert Brooks  
Secretary, Board of Managers