



MINUTES
TARRANT COUNTY 9-1-1 DISTRICT
BOARD OF MANAGERS MEETING

December 7, 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.

A meeting of the Tarrant County 9-1-1 District Board of Managers was held at 12:00 PM, Monday, December 7, 2020, via Webex teleconference. Don Crowson presided.

Board Members Present:

Don Crowson, City of Arlington – Chair
Rick Brunson, Tarrant County Commissioners – Vice Chair
Aubry Insko, City of Grand Prairie – Treasurer
Jeff Spivey, City of Irving
Jim Davis, City of Fort Worth
Robert Brooks, AT&T – Secretary

Board Members Absent:

Brian Johnson, City of Kennedale

Others Present:

Wayne Olson, TOASE
Bill Paxton, The Eppstein Group
Chandler Merritt, Tarrant County

Staff Members Present:

Shinar Haynes, Executive Director
Aniel Austin, Finance Manager
Erin Zuzik, Operations Support Specialist
Gail Wicks, Telephony Analyst
Kevin Kleck, Director of Technical Services
Mandy Chanthapanya, Administrative Assistant
Phillip Rohrbough, GIS Manager
Renee Boeglin, Executive Assistant
Sarah Sellers, Systems Support Manager
Shantelle Oliver, Director of Support Services
Travis Trevino, Interoperability Coordinator
Yvonne Krumm, PSAP Support Analyst

CALL TO ORDER

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

AGENDA ANNOUNCEMENTS

No agenda announcements.

CONSENT AGENDA

- A. Approve Minutes – October 19, 2020 and November 16, 2020 meetings
- B. Accept Monthly Financials – October & November 2020
- C. Accept Report of Payments over \$5,000 – October & November 2020

Motion to approve the consent agenda items was made by Rick Brunson and seconded by Chief Jeff Spivey.

Motion passed unanimously.

PURCHASES OVER \$25,000

- A. RN21-003 – Tarrant County 9-1-1- District SUA II and Advanced Plus Service Agreement - \$309,665.50
Shinar Haynes requested approval for the radio system SUA II and Advanced Plus Service Agreement for the backup centers that the District is fitting with the Motorola radios. The District and Motorola worked out an agreement to pay half of the amount this year and the second half next year, with the option to cancel the contract if the District's needs are not being met.

Motion to approve the Motorola SUA II and Advanced Plus Service Agreement was made by Aubry Insko and seconded by Chief Jim Davis. Motion passed.

- B. RN21-006 – Replacement of Damaged Equipment at RBU-NE - \$46,456.87
Shinar Haynes requested approval to replace the damaged servers from the flooding at RBU-NE. The District received a check from the insurance company from the claim.
Motion to approve the replacement of the damaged servers was made by Chief Jeff Spivey and seconded by Aubry Insko. Motion passed unanimously.

2021 HEALTHCARE

- A. RN21-007 – Healthcare for 2021
Shinar Haynes presented the options for the renewal of employee health insurance coverage. The District deemed it beneficial to change the current healthcare plan to a plan under the Affordable Healthcare Act.
Motion to approve the new UnitedHealthcare PPO health insurance coverage was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.
1. RN21-008 Colonial Life add-on
Shinar Haynes presented Colonial Life supplemental coverage and requested approval to add coverage to employee benefits.
Motion to approve adding Colonial Life supplemental coverage to employee benefits was made by Aubry Insko and seconded by Rick Brunson. Motion passed unanimously.

PRESENTATIONS

- A. QuickBase Update – Erin Zuzik gave an update on how the District uses QuickBase and provided an overview of three apps – Telephony, Cell Tower, and Billing and audits. Using QuickBase, the District has been able to run reports and evaluate data, helping increase revenue.
- B. Irving PD Phantom 9-1-1 Calls – Gail Wicks presented a recent example of how the District used QuickBase to help Irving PD identify a high number of hang-up calls with 911 as the area code.

EXECUTIVE DIRECTOR REPORT – Staff recognition, meetings and events, administrative matters

- A. GFAO's Certificate of Achievement for Excellence in Financial Reporting
Shinar Haynes reported the District was awarded the GFAO Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2019.
- B. CARES Act Funding and Account Allocation
1. Status on Fort Worth's Funding
Shinar Haynes reported the District requested reimbursement from Tarrant County for technology and PPE equipment under the CARES Act. Tarrant County awarded the District the full amount with a portion of that cost to Fort Worth. The Tarrant County portion is \$402,128.04, and the Fort Worth portion is \$251,330.04. The monies will be allocated into the budget category it was taken out of – payroll, technology, and office equipment.
- C. Leave Policy Update
Shinar Haynes requested approval for changes in the Leave Policy. (1) Leave requests should not be submitted more than 90 days out. Exceptions can be made at the discretion of the Division Director. (2) The policy stated the District was exempt from the FMLA Act but is included as a public, local, State, or Federal agency and can comply with the FMLA Act.
Motion to approve the changes to the Leave Policy was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.
1. RN21-009 – leave cap waiver of 12 months approval
Shinar Haynes requested approval to allow the District a 12-month waiver of the leave cap provision due to COVID.
Motion to approve a 12-month leave cap waiver made by Aubry Insko and seconded by Rick Brunson. Motion passed unanimously.

D. Purchasing Policy Update: RN21-010

Shinar Haynes discussed the Purchasing Policy updates – changes in titles, QuickBase, etc. The Board will review the policy and vote on changes at the next meeting.

BRIEFINGS

A. Legislative Update

Bill Paxton reported the 9-1-1 Reliability Wireless Funding Legislation bills have been sent back to the Alliance from Council and are ready to be filed. The Alliance attorneys will make tweaks to the bills, probably in the form of amendments, having to do with transparency issues brought up when the Alliance members met with Representative Phil King. He was receptive to the bill that would allow local districts to decide whether or not to raise wireless fees and what that amount would be, subject to a cap. He wants the opportunity for the public to weigh in. Senator Hancock seemed receptive to the local option, although his office wants to find out where the governor's office sits on the issue. The Alliance is making inquiries with the governor's office and has had meetings with Representative Dennis Paul, the Vice Chair of the House of Homeland Security & Public Safety Committee. He was more receptive to the local option. The Alliance does not know how the session will look. Three issues – budget deficit, the impact of COVID-19 to the state, and redistricting.

EXECUTIVE SESSION

The closed session began at 1:25 PM and ended at 1:38 PM.

- COVID-19 Pandemic Overview

PUBLIC COMMENTS

No public comments.

ADJOURN

The meeting adjourned at 1:40 PM.

Next Board Meeting:

12:00 PM Monday, January 11, 2021 – Virtual Webex

Don Crowson
Chair, Board of Managers

Robert Brooks
Secretary, Board of Managers