



**TARRANT COUNTY 9-1-1 EMERGENCY ASSISTANCE DISTRICT
BOARD OF MANAGERS MEETING**

2600 Airport Freeway, Fort Worth, Texas

MINUTES

Board Members Present:

Don Crowson – Chair, City of Arlington
Rick Brunson – Vice-Chair, Commissioners Court
Jim Davis – City of Fort Worth (Zoom)
Aubry Insco – City of Grand Prairie
Ray Richardson – Mayors’ Council
Darren Steele – City of Irving
Julie Swearingin – City of Fort Worth
Robert Brooks – Secretary, AT&T

Others Present:

Cara White – TOASE
David Jones – Mission Critical Partners
Jeff Bievenue – AT&T
Billy Blankenship – AT&T
Jonathan Ingols – City of Arlington

Members of the Staff Present:

Sherry Decker – Executive Director
Aniel Austin – Chief Financial Officer
Renee Boeglin – Executive Assistant
Monte Cockrum – Director of Network & Technology
Kevin Kleck – Deputy Director
Stephanie Lang – Chief Human Resources Officer
Levi Larkin – Support Services Manager
Shantelle Oliver – Director of Support Services
Phillip Rohrbough – Director of GIS
Sarah Sellers – Director of Technical Operations

CALL TO ORDER

Presiding Officer Don Crowson called the Tarrant County 9-1-1 Emergency Assistance District (TC9-1-1 or District) Board of Managers (Board) meeting to order at 12:00 p.m. on August 15, 2022.

AGENDA ANNOUNCEMENTS

Sherry Decker reported Bill Paxton was not in attendance, so there will not be a Legislative update.

CONSENT AGENDA

Rick Brunson motioned to approve the July 25, 2022, minutes, monthly financials, and Report of Payments over \$5,000. The motion, seconded by Chief Steel, passed unanimously.

EXECUTIVE DIRECTOR REPORT

Monthly Call Volume Report – Sherry Decker presented July’s Monthly Call Volume Report. Rick Brunson requested that 9-1-1 and administrative calls be separated in the future.

Letter to City Managers – Sherry Decker presented the letter outlining the NG9-1-1 project that the Board approved at the last meeting with requested changes. A second letter, including revisions by Chief Crowson, was also included. Chief Crowson stated he made modifications because he is concerned with the wording since the District does not have a complete project cost. Rick Brunson said that most cities have presented their budgets to city council and asked if the letter is still needed. He stated District staff has done everything asked of them, and there has been verbal and written communication to the Public Safety Answering Point (PSAP) managers, the Regional Interoperable Communications Committee (RIC) and the Mayors’ Council. The PSAP Assistance started in 2010 and Interoperability in 2013, and it was supposed to end in 2017. An updated letter will be sent this week.

Everman UPS – Sherry Decker reported the District would like to gift Everman the UPS System their 9-1-1 System has been running since 2011. The manufacturer has discontinued it, and the District has support maintenance until 2024. The District does not need it and does not have a place to store it. When the maintenance agreement runs

out, Everman will take it over. Aniel Austin will complete the necessary audit and contract paperwork. The Board agreed with Mrs. Decker's recommendation.

2023 Board Meetings – Sherry Decker recommended changing the time of the Board meetings to 10:00 am. The Board agreed. The change will go into effect next month.

NEXT GENERATION 9-1-1 (NG9-1-1) GRANT

RN22-029 – Sherry Decker reported that on August 5, the District was notified by Commission on Emergency Communication (CSEC) that the application for the – Texas 9-1-1 Entity Subrecipient Subaward Grant Contract for NG9-1-1 was accepted. Mrs. Decker requested approval to move forward with the grant contract.

Rick Brunson motioned to approve the District to take the next appropriate steps to comply with the NG9-1-1 Grant. The motion, seconded by Mayor Richardson, passed unanimously.

FY 2023 BUDGET

RN22-019 – FY 2023 Budget – Rick Brunson motioned to approve the FY 2023 budget as presented. Chief Steele seconded the motion. Aubry Insko asked how the budget would be approved without the PSAP and Interoperability Assistance or the letter of communication sent out to the cities. Rick stated his motion was for the budget presented, and District staff has communicated to the Board that they feel the Assistance Programs need to be suspended to fund the NG9-1-1 project. Chief Crowson stated the perspective is the items remain in the budget and defer the decision to a later date. The motion to approve the FY 2023 budget failed 3-4. Chief Crowson motioned to include the PSAP and Radio Assistance Programs in the budget withholding the expenditure of the funds until an effective decision can be made regarding the budgetary impacts from the selected vendor. Aniel Austin updated the FY 2023 budget to reflect the changes and presented it to the Board for approval. The District will be in a \$5.5 million deficit by adding the Assistance Programs to the budget and will run out of reserves by FY 2027. A caveat was added that the programs will be put on a moratorium for six months for FY 2023, and the Board of Managers will approve the expenditures after reviewing the available funds. The letter to city managers will be updated to state that while the programs are included in the budget, a decision will not be made for six months. The letter to the city manager will be updated and sent out this week.

Chief Crowson motioned to approve the FY 2023 budget with the PSAP and Radio Assistance Programs put on a moratorium for six months for FY 2023, and the Board will review the available funds after six months. The motion, seconded by Aubry Insko, passed 5-2. Rick Brunson and Mayor Richardson voted against the motion.

PURCHASE OVER \$50,000

RN22-031 – David Jones, Mission Critical Partners (MCP), presented the NG9-1-1 Procurement, Grant Support, and Workforce Optimization Planning proposal. The scope is aligned with the Grant that was approved for the District.

Chief Steele motioned to approve \$139,354.00 for MCP NG9-1-1 procurement, grant management support, and a workforce assessment. The motion, seconded by Aubry Insko, passed unanimously.

PERSONNEL POLICY REVIEW

Stephanie Lang reported she has been reviewing and updating the Personnel Policy. The District has changed the overall structure of the policy. Chief Crowson stated as a matter of policy, when the District makes changes to a policy, the policy is sent to legal for review. Rick Brunson asked about Bylaws for the Board, and Sherry Decker stated the District is working on them.

RN22-025 – Section 1 - Overview and Purpose of Personnel Policies. Removed Equal Opportunity and Definitions sections.

RN22-026 – Section 2 - Equal Opportunity Policy – New section.

RN22-027 – Section 3 - Recruitment, Selection, and Hiring of Staff. Removed Pre-Employment Physical Exams Section. Removed requirement of U.S. citizenship and replaced with legally authorized to work in the U.S. Aubry Insko asked about positions required to hold a Texas Commission on Law Enforcement (TCOLE) instructor license requiring U.S. citizenship. Ms. Lang stated exceptions would be stated in job descriptions.

RN22-028 – Section 4 - Provisional Period. The provisional period changed to 90 days.

Chief Crowson motioned to approve the policies pending legal review. The motion, seconded by Rick Brunson, passed unanimously.

Chief Crowson adjourned the meeting for a break at 1:00 p.m.
Chief Crowson reconvened the meeting at 1:16 p.m.

COMMUNITY SURVEY RESULTS PRESENTATION

The Community Survey Results presentation was tabled until the September meeting.

ASSISTANCE PROGRAMS

RN22-030 – Levi Larkin requested extending the deadline for the Assistance Program reimbursement to September 30, 2022, due to supply shortages. Currently, 37 of the 75 outstanding approved requests are for supplies.

Aubry Insko motioned to approve the Assistance Program reimbursement extension to September 30, 2022. The motion, seconded by Chief Swearingin, passed unanimously.

EXECUTIVE SESSION

Chief Crowson adjourned the meeting into executive session at 1:26 p.m. pursuant to Texas Government Code Section 551.071 – Consultation with Attorney and Section 418.183(f) – Texas Disaster Act.

RECONVENE INTO OPEN SESSION

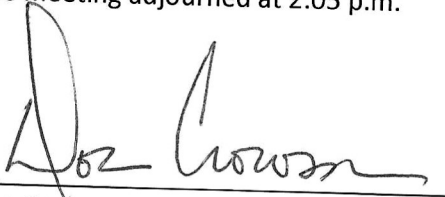
Chief Crowson reconvened the meeting into an open session at 2:05 p.m.

PUBLIC COMMENT

No public comment.

ADJOURN

The meeting adjourned at 2:05 p.m.



Don Crowson
Chair



Robert Brooks
Secretary