



**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
Aubry Insko – City of Grand Prairie
Ray Richardson – Mayors’ Council
Darren Steele – City of Irving
Robert Brooks – Secretary, AT&T

Board Members Absent:

Jim Davis – City of Fort Worth
Julie Swearingin – City of Fort Worth

Others Present:

Wayne Olson – TOASE
Bill Paxton, The Eppstein Group

Members of the Staff Present:

Sherry Decker – Executive Director
Aniel Austin – Chief Financial Officer
Renee Boeglin – Executive Assistant
Kevin Kleck – Deputy Director
Stephanie Lang – Chief Human Resources Officer
Levi Larkin – Support Services Manager
Shantelle Oliver – Director of Support Services
Sarah Sellers – Director of Technical Operations
Danny Willars – Security Analyst

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 10:13 AM on September 19, 2022.

AGENDA ANNOUNCEMENTS

No agenda announcement.

CONSENT AGENDA

Aubry Insko motioned to approve the August 15, 2022, minutes, monthly financials, and Report of Payments over \$5,000. The motion, seconded by Rick Brunson, passed unanimously.

EXECUTIVE DIRECTOR REPORT

Monthly Stats – Sherry Decker presented August Call Volume Report.

Letter to City Managers – Sherry Decker reported that last Monday, Chief Crowson, Kevin, Aniel, and she met with the Fort Worth City Council and answered questions about the budget and the letter to City Managers. Fort Worth has requested a presentation on the Next Generation 9-1-1 (NG9-1-1) project and how it will benefit the citizens on October 4. We attended the Grand Prairie Public Safety, Health, and Environment Committee meeting on Monday afternoon and presented our FY 2023 budget. They asked us to come back in March and give them a presentation on how our budget is progressing and the effects of the Assistance Programs. Both have been put on the Consent Agenda to move forward.

Fleet Vehicles – Sherry Decker reported that in the May Workshop, Aniel discussed the long-term expenditures of the fleet vehicles. Since then, we have received three quotes, and we will be selling two fleet vehicles. Currently, there are four years left on the contract. Selling the two vehicles will allow us to pay off the third vehicle we use for public education.

FY 2023 9-1-1 EMERGENCY SERVICE FEE RESOLUTIONS

RN22-032 – 9-1-1 Emergency Service Fees - Aniel Austin presented the 9-1-1 emergency service fees for approval: residential lines: \$0.20/per line, business lines \$1.75/per line, and business trunks: \$2.50/per trunk for FY 2023.

Chief Steele motioned to approve the 9-1-1 emergency service fees for FY 2023. The motion, seconded by Mayor Richardson, passed unanimously.

RN22-033 – Classification and 9-1-1 Emergency Service Fee Nomadic Voice over Internet Protocol (VoIP) - Aniel Austin presented the 9-1-1 emergency service fee of \$0.50 for VoIP services for approval for FY 2023. Rick Brunson stated telephone services over an IP network should be charged the \$0.50 wireless fee, not the \$0.20 residential fee. Wayne Olson reported the Board has previously discussed how to classify and charge VoIP by landline or wireless. The Commission on State Emergency Communications (CSEC) treats VoIP as wireline fees. Mr. Olson stated the Board decided that if the type of line could not be distinguished, the \$0.50 wireless fee would be applied. The Board requested District staff to research other jurisdictions and see how they address VoIP lines and provide a recommendation of a revised transmittal form with a breakdown between residential and business lines. The revised transmittal form should include separate listings for services provided utilizing traditional technologies and (separately) service categories provided utilizing VoIP technologies and wording to include the documentation the District requires for carriers to validate compliance with reporting requirements defined in Sec. 772.215. Collection of Fee of Sec. 772, Subchapter C. of the Health and Safety Code. Staff will present a revised form at the next Board meeting.

Rick Brunson motioned to table the discussion to allow time for staff to research. The motion, seconded by Chief Steele, passed unanimously.

2023 BOARD MEETINGS

RN22-034 – 2023 Board Meeting Dates - Sherry Decker presented the board meeting dates for 2023. Meetings will start at 10:00 AM.

PURCHASE OVER \$25,000

RN22-035 – Queue Selector and Automated Abandoned Callback for Lab - Sarah Sellers presented a request for approval of \$40,342.08 for the AT&T Queue Selector and Automated Abandoned Callback. This was implemented for the City of Fort Worth. The District has the same software in the lab for testing, and this is to backfill the lab.

Rick Brunson motioned to approve the request for the Queue Selector and Automated Abandoned Callback. The motion, seconded by Mayor Richardson, passed unanimously.

RN22-036 – Firewall License Renewals - Danny Willars presented a request for \$27,183.00 to Solid Border for renewing security licenses on the District's firewalls that protect the administrative network at the main office and the remote backup facilities.

Aubry Insko motioned to approve the request for firewall license renewals. The motion, seconded by Chief Steele, passed unanimously.

RN22-037 – Premise Safety and Security Mitigation - Danny Willars presented a request for \$48,500.00 to Johnson Controls to provide an upgrade to our door access control system at the Administrative Office and Remote Backup (RBU) South. Our current system is at end-of-life.

Chief Steele to approve the request for premise safety and security mitigation. The motion, seconded by Rick Brunson, passed unanimously.

PURCHASE OVER \$50,000

RN22-040 – Annual Texas 9-1-1 Alliance Cost Sharing - Aniel Austin presented a request for \$98,571.00 to Greater Harris County for Texas 9-1-1 Alliance cost-sharing for FY 2022. The cost covers the Alliance's legal and legislative liaison, quarterly/monthly meetings, and miscellaneous expenses. Sherry Decker reported that the legislation states most populated, Greater Harris County, pays for the districts to come together to have an Alliance. The second most populated has to help with the legal, lobbyist, and education. Chief Crowson requested a follow-up report of how the cost is calculated.

Aubry Insko motioned to approve the annual Texas 9-1-1 Alliance cost-sharing request. The motion, seconded by Mayor Richardson, passed unanimously.

PERSONNEL POLICY REVIEW

RN22-038 – Section 5 - Work Week and Hours of Work

RN22-039 – Section 6 - Compensation

Stephanie Lang reported no changes in Section 5 - Work Week and Hours of Work and reviewed the changes in Section 6 – Compensation. Both sections have been reviewed by legal.

Aubry Insko motioned to approve both policies. The motion, seconded by Chief Steele, passed unanimously.

COMMUNITY SURVEY RESULTS PRESENTATION

Shantelle Oliver presented the results of a survey done by Boone Insights as part of the Public Media Strategy project. The objective of the survey was awareness and education. The purpose of the research was to understand and quantify the various awareness and education of 9-1-1 issues across the county. The results gave the District insight into improving our public education awareness. Boone Insights randomly selected the 500 participants. Aubry Insko suggested partnering with the cities in the District to send out future surveys to ensure the correct target is reached.

BRIEFINGS

Bill Paxton, The Eppstein Group, provided a legislative update.

EXECUTIVE SESSION

Chief Crowson adjourned the meeting into executive session at 11:38 AM pursuant to Texas Government Code Section 551.074 – Personnel Matters.

RECONVENE INTO OPEN SESSION

Chief Crowson reconvened the meeting into an open session at 12:39 PM.

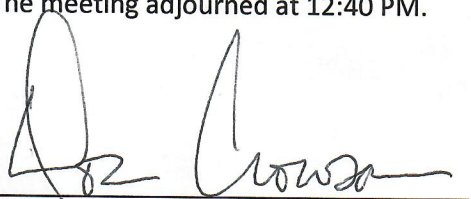
Rick Brunson motioned to direct the District’s attorney and Board Chair to create a two-year contract extension for Sherry Decker as the Executive Director and include a seven percent raise for FY 2023. The motion, seconded by Aubry Insko, passed unanimously.

PUBLIC COMMENT

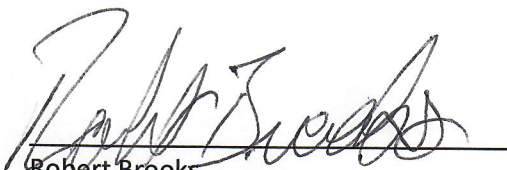
No public comment.

ADJOURN

The meeting adjourned at 12:40 PM.



Don Crowson
Chair



Robert Brooks
Secretary