

MINUTES
Tarrant County 9-1-1 District
March 16, 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 9-1-1 Board of Managers was held at 12:00 PM, Monday, March 16, 2020, in the conference room of Tarrant County 9-1-1, 2600 Airport Freeway, Fort Worth, TX 76111.

Rick Brunson presided.

Board Members present:

Rick Brunson, Vice Chair
Jeff Spivey
Douglas Hooten
Brian Johnson
Jim Davis
Robert Brooks, Secretary (AT&T)

Others present:

Wayne Olson, Attorney
Will Wong, Gartner
Julienne Colon, Gartner
Kristen Rohrbough, Canyon Hills Consulting

Board Members absent:

Don Crowson, Chair
Aubry Insko

Staff Members present:

Shinar Haynes, Executive Director
Shantelle Oliver, Director of Support Services
Aniel Austin, Finance Manager
Mandy Chanthapanya, Admin. Assistant
Kevin Kleck, Director of Technical Services
Sarah Sellers, Systems Support Manager
Travis Trevino, Interoperability Coordinator

Rick Brunson called the meeting to order at 12:00 PM.

AGENDA ANNOUNCEMENTS – Shinar Haynes

There was no agenda announcement. **No action taken.**

CONSENT AGENDA ITEMS

Motion to approve the consent agenda items was made by Douglas Hooten and seconded by Jeff Spivey. Motion passed unanimously.

ASSISTANCE PROGRAM (RN20-001)

A. Discuss and take appropriate action concerning Radio Interoperability Assistance Program application.

1. R20-018 Tarrant County Sheriff's Office P25 Assistance - \$59,710.00

Travis Trevino stated the District had a request from Tarrant County Sheriff's office for \$59,710.00 to go toward the city of Fort Worth Motorola maintenance fees. Travis stated the request meets the qualification for the Radio Interoperability Assistance Program.

Motion to approve Radio Interoperability Assistance Program application for Tarrant County Sheriff's Office P25 Assistance (\$59,710.00) was made by Jeff Spivey and seconded by Douglas Hooten. Rick Brunson abstained. Motion passed 5-0-1.

PURCHASES OVER \$25,000

Shinar Haynes stated there were no purchases over \$25,000.

No action taken.

PRESENTATIONS

A. Gartner Consulting (RN20-11)

Julienne Colon passed out the information folder regarding Gartner Consulting to the Board.

Julienne introduced herself as the Senior Account Executive with state and local government of some north Texas and Oklahoma. Julienne also introduced her account partner, Will Wong, the Managing Partner of Gartner. Julienne stated she and Will have been engaging with some interactions with Shinar and the District's team. Julienne stated there are two different ways Gartner will be working with the District. Julienne stated on the left of the folder is her team working with cost and revenue analysis and on the right side of the folder is Will's team on the consulting engagement overview-SOW #2. Julienne stated what Gartner wants to do today is to walk through the overview of some of the key pieces and details and open up for any questions the Board may have that they can answer for you. Julienne stated in general Gartner is looking for ways to help the District save money, save time and mitigate against any risks with research. Julienne stated with Gartner the District will have unlimited access to our subject matter experts which are analysts which they have over two thousand on staff and over two hundred which focus on public sector.

Will presented to the Board the overview of the cost and revenue analysis for the District. Brian asked how much money the District will save through this process. Shinar stated the District hopes to be able to save some money and following best practices in our spending and for the District wants to make sure the steps the District is taking are appropriate so that the District is not wasting money. Shinar also stated this process is an investment. Brian also asked when the last time the District has done this. Rick answered the District has never done this before. Rick stated the District will give the Board a much clearer picture of who we are, what we do, how much it cost so that the Board can better articulate to the people the Board reports to.

Motion to approve Gartner Consulting was made by Jeff Spivey and seconded by Douglas Hooten. Jim Davis abstained. Motion passed 5-0-1.

BID REVIEW FOR BUILDING RENOVATION (APPROVAL)

A. Move forward with chosen vendor (RPF20-001) (\$182,417.40)

Shinar stated the District had the bidding and grading tabulations that was done. The District has received several bids for the renovation of our building creating the network operation and two admin offices. Base on the grading, the District chose SLS Johnson to do the proposed work.

Motion to move forward with chosen vendor (RPF20-001) (\$182,417.40) was made by Douglas Hooten and second by Jeff Spivey. Motion passed unanimously.

B. Move Forward with chosen vendor (RN20-12) (\$46,019.59)

Shinar stated with the new offices, the District will need new office furniture and chairs, etc. The District chose a DIR contractor which is Spencer and Co.

Motion to move forward with chosen vendor (RN20-12) (\$46,019.59) was made by Douglas Hooten and second by Jeff Spivey. Motion passed unanimously.

VEHICLE POLICY CONSIDERATION (BOARD REVIEW/UPDATES)

Shinar stated once again the District will move the vehicle policy to the next Board meeting. Jeff Spivey stated the policy is broke up by divisions and departments throughout the policy. Jeff suggested the policy needs to be consistent throughout and to consider vaping prohibited as well. Shinar stated the District will add to the policy and resubmit for the next Board meeting.

No action taken.

EXECUTIVE DIRECTOR REPORT

- A. Staff recognition, upcoming meeting and events, reports on attendance at meetings and events. Shinar Haynes stated last Friday the District sent out a memo to the PSAP managers in the District's weekly brief advising the PSAPs that if the PSAP wants to send their office out or send the employee out for decontaminating their center. The District has cleansed the backup center for the smaller PSAP that does not have the backup center to use temporary while their center is decontaminated. Shinar stated the District has the CPE team and Travis physically visit the center to make sure everything is up, cleanse, check on radio response, and the signal strength etc. So that the center is ready to be used when necessary. The District also advised the PSAPs to schedule with the District first. Shinar stated secondly because of the situation, the District Tech team and CPE team will largely monitoring remotely and will limit our site visits to the 9-1-1 centers. The District will be fully functioning for any types of issues or calls out were necessary. But we will be respecting the various quarantine and concerns both with the District as well as the PSAPs. Robert stated no change on AT&T; tech and dispatch normally. Management has been home based and limiting our interactions and no tech or group meetings.
- No action taken.**

BRIEFINGS

- A. Legislative update.
Shinar Haynes updated on the legislation.
- No action taken.**

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 attorneys pertaining to any matter in which the duties of the attorneys under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including seeking legal advice on any item posted on the Agenda.

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 employees.

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.

OPEN SESSION ACTION FOLLOWING EXECUTIVE SESSION

- A. Take any action necessary pursuant to executive session. **No action taken.**

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Motion to adjourn the meeting at 12:37 PM was made by Rick Brunson and seconded by Brian Johnson. Motion passed unanimously.

***** NEXT MEETING: Monday, April 13, 2020, at 12:00 PM in the Conference Room of Tarrant County 9-1-1 District, 2600 Airport Freeway, Fort Worth, TX 76111. *****

Don Crowson, Chair
Tarrant County 9-1-1

ATTEST: Robert Brooks
Tarrant County 9-1-1
