

**MINUTES**  
**Tarrant County 9-1-1 District**  
December 09, 2019

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, December 09, 2019, in the conference room of Tarrant County 9-1-1, 2600 Airport Freeway, Fort Worth, TX 76111.

Don Crowson presided.

**Board Members present:**

Don Crowson, Chair  
Rick Brunson, Vice Chair  
Brian Johnson  
Aubry Insko  
Jim Davis

**Board Members absent:**

Robert Brooks, Secretary (AT&T)  
Jeff Spivey  
Douglas Hooten

**Others present:**

Casey Moore, AT&T Representative  
Wayne Olson, Attorney  
Patricia Ward, Tarrant County

**Staff Members present:**

Shinar Haynes, Executive Director  
Shantelle Oliver, Director of Support Services  
Aniel Austin, Finance Manager  
Sarah Sellers, Systems Support Manager  
Phillip Rohrbough, GIS Manager  
Brittany Velez, Executive Assistant  
Travis Trevino, Interoperability Coordinator  
Levi Larkin, Implementation Specialist  
Gail Wicks, Telephony Analyst  
Abigail Dudek, Public Education & Info. Coord.

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

**AGENDA ANNOUNCEMENTS – Shinar Haynes**

**Don Crowson recognized and welcome Mayor Brian Johnson of Kennedale as the District's newest Board member. Mayor Johnson is replacing Mayor Jim Griffin. No action taken.**

**CONSENT AGENDA ITEMS**

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

**ASSISTANCE PROGRAM**

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

1. R20-003 City of Fort Worth P25 Assistance - \$663,877.00

**Motion to approve Radio Interoperability Assistance Program application for the City of Fort Worth P25 Assistance (\$663,877.00) for Motorola Maintenance was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.**

2. R20-008 Haltom City P25 Assistance - \$33,418.00  
**Motion to approve Radio Interoperability Assistance Program application for Haltom City P25 Assistance (\$33,418.00) for Annual Maintenance for the city of Fort Worth contract was made by Aubry Insko and second by Brian Johnson. Motion passed unanimously.**
  3. R20-009 North Richland Hills P25 Assistance - \$43,713.92  
**Motion to approve Radio Interoperability Assistance Program application for North Richland Hills P25 Assistance (\$43,713.92) for console maintenance was made by Brian Johnson and second by Aubry Insko. Motion passed unanimously.**
- B. Discuss and take appropriate action concerning PSAP Assistance Program application.
1. P20-034 North Richland Hills PSAP Assistance - \$57,950.00  
**Motion to approve PSAP Assistance Program application for North Richland Hills (\$57,950.00) for CAD maintenance was made by Brian Johnson and seconded by Aubry Insko.**

#### **PURCHASES OVER \$25,000**

- A. Discuss and take appropriate action concerning the Safety Smart Rally for the school year of 2020-2021- \$30,000.00. (RN20-006)  
**Abigail Dudek presented the safety smart rally video presentation. Motion to approve the renewal of the safety smart rally (\$30,000.00) was made by Rick Brunson and second by Aubry Insko. Motion passed unanimously.**
- B. Discuss and take appropriate action concerning the MCC 7500 Requests for RBU-NE and RBU-NW - \$1,303,101.00. (RN20-007)  
**Motion to approve MCC 7500 radio consoles for RBU-NE and RBU-NW (\$1,303,101.00) was made by Rick Brunson and second by Aubry Insko. Motion passed unanimously.**
- C. Discuss and take appropriate action concerning the MCC 7500 Requests for Crowley and River Oaks - \$825,333.00. (RN20-008)  
**Motion to approve MCC 7500 radio consoles for Crowley and River Oaks (\$825,333.00) was made by Aubry Insko and second by Rick Brunson. Motion passed unanimously.**

#### **EMPLOYEE HEALTH INSURANCE**

- A. Discuss and approve the renewal of employee health insurance with United Healthcare - \$661,446.48. (RN20-003)  
**Motion to approve the renewal of employee health insurance with United Healthcare (\$661,446.48) was made by Brian Johnson and second by Aubry Insko. Motion passed unanimously.**

#### **TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM**

- A. Discuss and approve the CY2020 Plan Provisions - \$206,283.00. (RN20-004)  
**Motion to approve the CY2020 Plan Provisions Texas County and District Retirement System (\$206,283.00) was made by Rick Brunson and second by Aubry Insko. Motion passed unanimously.**

#### **VEHICLE POLICY APPROVAL**

- A. Review/Approve the new Vehicle Policy for the District vehicles for the Public Education System Support, and Information Technology departments. (RN20-005)  
 Shinar Haynes asked the Board to review the vehicle policy for the District between now and the next Board meeting and vote when all Board members are present. The District obtained the vehicle policies from the City of Grand Prairie, Irving, and Tarrant County for public safety and non-uniform and combined the three policies into a comprehensive policy for the District.

**Motion to postpone the vehicle policy until the next Board meeting was made by Brian Johnson and second by Rick Brunson. Motion passed unanimously.**

## **PRESENTATIONS**

- A. **CPE Project Update** – Explanation of Close Out Activities (Sarah Sellers)  
Sarah presented a folder of all the RFP requirements that have been collected throughout the project. Sarah stated that the District has been doing full system testing and site visits. AT&T has some hardware pieces to clean up after the installations that will take some time to disassemble and clean up. Overall is running well. Don Crowson requested a formal report confirming Sarah's presentation with a timeline and stats. Sarah stated the District sent out a customer satisfaction survey to all the sites as well as PSAPs. The fourteen responses we received had a great review of how the process went. Aubry Insko stated of all the upgrades she's been to, this is the most organized and the District has done a great job in communicating in advance and constantly getting feedback. Aubry Insko also stated this is the most successful implementation she has ever been to because of that. Don Crowson also confirming DFW revisiting once they have the building completed. Sarah also updated on the UPS RFP. The RFP was awarded to Power Associates because we have had great success in the past with Power Associates. Shinar also stated the District has a meeting with AT&T every Thursday to go through the checklist points and more. **No action taken.**
- B. **Text to 9-1-1 Activities**  
Shinar Haynes put together a brief presentation for the new Board members to illustrate the benefits of Text to 9-1-1 for the deaf and hard hearing as well as the domestic violence act, active shooter, medical emergencies where it would be difficult for someone to freely speak to a telecommunicator. Shinar Haynes also discussed some areas that are being actively sued for not having the capability of Text to 9-1-1. Shinar Haynes presented a video on Text to 9-1-1 on how to properly use its capabilities. Don Crowson expressed the language issue of Text to 9-1-1 not having the ability to translate different languages. Shinar stated there will be training on Text to 9-1-1. Don requested for Text to 9-1-1 to be added to the next Board of Managers meeting. **No action taken.**
- C. **Quick Base Application**  
Shinar Haynes requested to postpone the Quick base application to the January Board meeting when all Board members will be present. **No action taken.**
- D. **2020 Board Meeting Dates**  
Shinar Haynes handed out the 2020 Board meeting dates to the Board and explained the date changes due to the conflict with NENA and APCO conferences and after the Thanksgiving holiday. **No action taken.**

## **EXECUTIVE DIRECTOR REPORT**

- A. Staff recognition, upcoming meeting and events, reports on attendance at meetings and events.  
Shinar Haynes stated the completion of Districts door replacements that are now ADA Compliance. Shinar stated the District new phone system will be installed in the week of December 9<sup>th</sup>. Shinar stated with the new phone system, there is an option to have on your smart phone as well. Shinar also introduced the new Board member Brian Johnson, Mayor of Kennedale, as a replacement of Jim Griffin. Shinar informed the Board of the First Responders Bowl event. Shinar recognized the District's Finance Manager, Aniel Austin, on receiving an award of Financial Reporting Achievement from the Government Finance Officers Association of the United States and Canada.  
**No action taken.**

## **BRIEFINGS**

- A. Legislative update.  
Shinar Haynes stated there is not much of anything that would solely impact on 9-1-1.  
**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.

### **P3 and Cavalla versus TXU Electricity contract**

### **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 1:49 PM was made by Don Crowson and seconded by Aubry Insko. Motion passed unanimously.**

**\*\*\* NEXT MEETING: Monday, January 27, 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

