



**MINUTES**  
**TARRANT COUNTY 9-1-1 DISTRICT**  
**BOARD OF MANAGERS MEETING**  
January 11, 2021

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 Tarrant County 9-1-1 District Board of Managers was held at 12:00 PM, Monday, January 11, 2021, via Webex teleconference. Rick Brunson presided.

**Board Members Present:**

- Rick Brunson, Tarrant County – Vice Chair
- Aubry Insko, City of Grand Prairie – Treasurer
- Brian Johnson, City of Kennedale
- Jeff Spivey, City of Irving
- Jim Davis, City of Fort Worth
- Robert Brooks, AT&T – Secretary

**Board Members Absent:**

- Don Crowson, City of Arlington – Chair

**Others Present:**

- Wayne Olson, TOASE
- Joe Angerame, RapidDeploy
- Jamie Algatt, RapidDeploy
- Steven Raucher, RapidDeploy
- Jeff Bievenue, AT&T
- Marty Saucedo, AT&T

**Staff Members Present:**

- Shinar Haynes, Executive Director
- Aniel Austin, Finance Manager
- Danny Willars, Security Analyst
- Erin Zuzik, Operations Support Specialist
- Kevin Kleck, Director of Technical Services
- Levi Larkin, Implementation Specialist
- Mandy Chanthapanya, Administrative Assistant
- Monte Cockrum, Technology & Network Support Manager
- Phillip Rohrbough, GIS Manager
- Renee Boeglin, Executive Assistant
- Sarah Sellers, Systems Support Manager
- Shantelle Oliver, Director of Support Services
- Travis Trevino, Interoperability Coordinator

**CALL TO ORDER**

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

**AGENDA ANNOUNCEMENTS**

No agenda announcements.

**CONSENT AGENDA**

- A. Approve Minutes – December 7, 2020 meeting
- B. Accept Monthly Financials
- C. Accept Quarterly Financials
- D. Accept Report of Payments over \$5,000

**Motion to approve the consent agenda items was made by Mayor Johnson and seconded by Chief Spivey.**  
**Motion passed unanimously.**

**ASSISTANCE PROGRAM (RN21-001)**

- A. PSAP Assistance

1. P21-025 – City of Arlington CAD Maintenance - \$156,040.00  
**Motion to approve PSAP Assistance Program application for the City of Arlington for CAD maintenance was made by Mayor Johnson and seconded by Chief Spivey. Motion passed unanimously.**

B. Radio Interoperability

1. R21-009 – City of Grand Prairie Motorola Maintenance Agreement - \$149,992.00  
**Motion to approve Radio Interoperability Assistance Program application for the City of Grand Prairie for the Motorola Maintenance Agreement was made by Chief Spivey and seconded by Mayor Johnson. Aubry Insko abstained from voting. Motion passed 4-0-1.**
2. R21-010 – City of Arlington Motorola Maintenance Agreement - \$300,091.00  
**Motion to approve Radio Interoperability Assistance Program application for the City of Arlington for the Motorola Maintenance Agreement was made by Chief Spivey and seconded by Rick Brunson. Motion passed unanimously.**

**PURCHASES OVER \$25,000**

- A. RN21-013 – Final Office Renovations - \$45,000.00  
Shinar Haynes requested approval for the final phase of renovations at the administrative office building. The final phase includes three parts: 1. Fixing the leak in the training room and other exterior windows to stop water infiltrations; 2. Modifications to two offices to add doors and windows; and 3. Adding a shower to the atrium bathroom.  
**Motion to approve the final office renovations was made by Mayor Johnson and seconded by Aubry Insko. Motion passed unanimously.**

**PRESENTATIONS**

- A. RapidDeploy – Steven Raucher and Jamie Algatt gave an overview of RapidDeploy and the features of the software.

**PURCHASING POLICY UPDATE: RN21-010**

- A. Shinar Haynes stated updates to the Purchasing Policy include changing the verbiage of the roles created with the reorganization and getting rid of the paper process and using Quick Base. Rick Brunson requested changing Quick Base to a vendor-neutral description. He also requested that Shinar share the District's HUB policy with the Board in the future for the new members.  
**Motion to approve the updated purchasing policy with the amendment to change QuickBase to a vendor-neutral description was made by Mayor Johnson and seconded by Aubry Insko. Motion passed unanimously.**

**RECORDS MANAGEMENT POLICY: RN21-011**

- A. Shinar Haynes presented the new Records Management Policy. She stated the old policy was outdated and out of compliance. Shinar requested the Board review the policy for approval at the next meeting.

**CARES ACT/FFCRA: RN21-012**

- A. Shinar Haynes is requesting the Board extend the policy one of two ways:
1. Implement the CARES Act for 6 months as written, the same way as Tarrant County is doing - \$285,818.10\*
  2. Continue one-time provision for 80 hours of paid sick leave - \$74,298.10\*
- \*Cost if every employee in the District has to take advantage of the full amount of time  
**Motion was postponed until the next meeting. Chief Davis wants the District to verify where the monies would come from to pay for the provision and the legality of extending the provisions. Aubry Insko asked if the District could take advantage of the Tax Credit. Motion to postpone until the next meeting was made by Mayor Johnson and seconded by Aubry Insko. Chief Spivey opposed. Motion passed 4-1.**

**EXECUTIVE DIRECTOR REPORT** – Staff recognition, meetings and events, administrative matters  
No Executive Director report.

**EXECUTIVE SESSION**

The closed session began at 1:08 PM and ended at 1:20 PM.

**PUBLIC COMMENTS**

No public comments.

**ADJOURN**

The meeting adjourned at 1:22 PM.

**Next Board Meeting:**

12:00 PM Monday, February 22, 2021 – Webex

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Rick Brunson  
Vice Chair, Board of Managers

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Robert Brooks  
Secretary, Board of Managers