



**TARRANT COUNTY 9-1-1 EMERGENCY ASSISTANCE DISTRICT
BOARD OF MANAGERS MEETING
2600 Airport Freeway, Fort Worth, Texas**

January 23, 2023
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
David Jones – Mission Critical Partners
David Quinn – Public Power Pool (P3)
Phil Rotheram – Atos

Members of the Staff Present:

Sherry Decker – Executive Director
Aniel Austin – Chief Financial Officer
Renee Boeglin – Executive Assistant
Monte Cockrum, Director of Network and Technology
Kevin Kleck – Deputy Director
Stephanie Lang – Chief Human Resources Officer
Levi Larkin – Support Services Manager
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 10:00 AM.

AGENDA ANNOUNCEMENTS

No agenda announcements.

CONSENT AGENDA

Minutes – December 5, 2022; Monthly Financials; Quarterly Reports; Report of Payments over \$5,000.

Darren Steele motioned to approve the consent agenda items. The motion, seconded by Aubry Insko, passed unanimously.

EXECUTIVE DIRECTOR REPORT

Monthly Stats – Sherry Decker presented the November and December statistics for the Public Safety Answering Point (PSAP) call volumes, social media data, and community events.

Aubry Insko requested the PSAP Call Volume Report indicate the consolidated PSAPs – list all cities included in the call volume count.

Board Action Items

PSAP Regionalization Study – Levi Larkin reported Mission Critical Partners (MCP) is continuing to work on the data-gathering component. Once that portion is complete, MCP will start working on the report and hope to have a draft in March. Rick Brunson commented that at the town hall meetings, many people said they did not know the study was happening, and nobody told them. Mr. Brunson suggested making meetings such as this and PSAP Manager meetings mandatory. Sherry Decker stated the District would look into making that part of the Next Generation Interlocal Agreement (ILA).

PSAP Consolidation Report – Sarah Sellers reported Westworth Village consolidated with White Settlement on October 25, and Blue Mound consolidated Sansom Park on December 7. On December 28, Tarrant County Fire Alarm co-located at Everman; this is not a consolidation. Forest Hill consolidated with Everman on January 18. Currently, there are 27 primary PSAPs, four secondaries, and eight backups, for a total of 39. Rick Brunson recommended tracking the before and after financials of each consolidation. Sarah Sellers stated she would add it to future reports.

Don Crowson requested the staff to go back ten years, get a total count of the primary and secondary PSAPs each year, and show the progression to now.

Wireless Fee Increase – Aniel Austin presented the impact on wireless revenue if the wireless rate increases from \$0.50 to \$0.75 or \$0.85. Increasing the fee to \$0.85 would be a 70% increase, approximately \$9 million. Increasing the fee to \$0.75 would be a 50% increase, approximately \$6 million.

Board Appointments – Sherry Decker reported the District has current appointments for only two board members, Rick Brunson and Chief Steele. She asked the Board members to get with their City Managers to send in their current appointment documentation.

Meeting with Senator Hancock – Discussed in the legislative update section.

7.9 Vesta Software Upgrade – Sherry Decker reported the District would start on the Host upgrade for System 1 on January 25 and System 2 on February 22. The PSAPs have been notified, and each PSAP will be contacted individually with their schedule with one week's notice.

RN23-011 – Board of Manages Bylaws – Stephanie Lang presented Bylaws at the December meeting and asked if the Board had any changes. The Board did not give any feedback. The Bylaws will remain on the agenda as a regular discussion item until the Board Workshop in May.

PURCHASE REAPPROVAL

RN23-012 – Comtech Texting Service – Sarah Sellers presented a request for reapproval of the Comtech Telecommunications contract approved in 2020 (RN20-010). A typo resulted in a \$1,000 difference; the amount should have been \$154,300.

Aubry Insko motioned to reapprove the request for Comtech Texting. The motion, seconded by Darren Steele, passed unanimously.

PERSONNEL POLICY REVIEW

RN23-004 – Section 7 - Holidays and Leave Time Policy – Stephanie Lang presented the 2019 Leave Policy with track changes and the updated policy, including the changes the Board requested at the December meeting.

Darren Steele motioned to approve the Holidays and Leave Time Policy. The motion, seconded by Rick Brunson, passed unanimously.

RN23-007 – Section 10 - Injured Workers Policy – Stephanie Lang presented the 2019 Injured or Ill Employees Policy with track changes and the updated policy. Most changes reflect the reporting structure since the District has a Human Resources Department.

Aubry Insko motioned to approve the Injured Workers Policy. The motion, seconded by Rick Brunson, passed unanimously.

RN23-008 – Section 11 - Drug and Alcohol-Free Workplace Policy – Stephanie Lang presented the 2019 Drug-Free Work Place Policy with track changes and the updated policy.

Aubry Insko motioned to approve the Drug and Alcohol-Free Workplace Policy. The motion, seconded by Ray Richardson, passed unanimously.

PUBLIC POWER POOL (P3) PRESENTATION

David Quin, P3 Program Manager, presented the District’s savings history. A new, three-year contract begins in February, with the rate increasing from 3 cents to 5.8 cents.

LEGISLATIVE UPDATE

Bill Paxton, The Eppstein Group, provided a legislative update. He also reported on the December 19 meeting with Sherry Decker, Chief Crowson, Kevin Kleck, and Senator Hancock.

EXECUTIVE SESSION

Chief Crowson convened the meeting into executive session at 10:54 AM, pursuant to Chapter 551, Texas Government Code, Section 551.074 – Personnel Matters.

RECONVENE INTO OPEN SESSION

Chief Crowson reconvened the meeting into an open session at 11:16 AM.

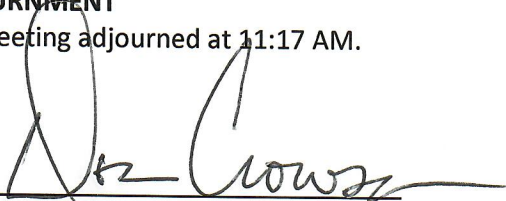
Rick Brunson motioned to review and update the contract for the Executive Director, Sherry Decker, to reflect three weeks of paid vacation plus regular holiday and sick leave accrual. The motion, seconded by Aubry Insko, passed unanimously.

PUBLIC COMMENT

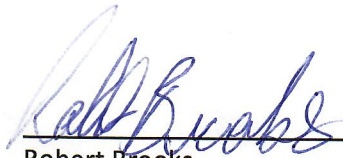
No public comment.

ADJOURNMENT

The meeting adjourned at 11:17 AM.



Don Crowson
Chair



Robert Brooks
Secretary