



MINUTES

July 19, 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.

A meeting of the Tarrant County 9-1-1 District Board of Managers was held at 12:00 PM, Monday, July 19, 2021, at Tarrant County 9-1-1, 2600 Airport Freeway, Fort Worth, Texas. Don Crowson presided.

Board Members Present:

Don Crowson, City of Arlington - Chair
Rick Brunson, Tarrant County - Vice Chair
Jim Davis, City of Fort Worth
Aubry Insko, City of Grand Prairie
Julie Swearingin, City of Fort Worth
Robert Brooks, AT&T

Board Members Absent:

Jeff Spivey, City of Irving

Others Present:

Wayne Olson, TOASE
David Quin, P3

Staff Members Present:

Aniel Austin, Finance Manager
Renee Boeglin, Executive Assistant
Kevin Kleck, Director of Technical Services
Shantelle Oliver, Director of Support Services
Phillip Rohrbough, GIS Manager
Travis Trevino, Interoperability Coordinator
Erin Zuzik, Operations Support Specialist

CALL TO ORDER

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

AGENDA ANNOUNCEMENTS

No agenda announcements.

CONSENT AGENDA

Motion to approve the Consent Agenda items was made by Rick Brunson and seconded by Chief Davis. Motion passed unanimously.

PURCHASE OVER \$25,000

RN21-027 – 2 Servers for GIS Departments - \$25,374.94

Motion to approve the GIS department to replace and upgrade two servers was made by Aubry Insko and seconded by Rick Brunson. Motion passed unanimously.

PERSONNEL POLICY UPDATES

Fitness Facility Use (RN21-028) / Gym Liability Waiver

Shantelle Oliver presented the Fitness Facility Policy for approval and the Gym Liability Waiver. Wayne Olson has already reviewed the liability waiver.

Motion to approve the Fitness Facility Policy was made by Chief Davis and seconded by Aubry Insko. Motion passed unanimously.

INTERIM EXECUTIVE DIRECTOR REPORT

A. Vehicle Policy (RN20-005) – Shantelle Oliver highlighted the verbiage added to the Vehicle Policy.

Motion to approve the Vehicle Policy was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.

- B. The next board meeting is on August 23.
- C. Arlington Police Department Outage – Kevin Kleck discussed the recent outage at the Arlington dispatch center. After approximately 18 hours after switches were replaced during routine maintenance, a routing issue caused workstations to log out. About 45 minutes later, Grand Prairie started having problems. It was determined that one of the switches had a hardware failure. The system was running fine after the switch was changed.

BRIEFINGS

- A. Public Power Pool (P3) – David Quin, Program Manager, gave an overview and update. P3 concluded there were no billing errors and line loss charges were correct. P3 recommends paying the disputed amount with one lump sum payment option or spreading the payments over the remaining 17 months of the contract.
Motion to spread the payments over the remaining 17 months of the contract was made by Chief Davis and seconded by Rick Brunson. Motion passed unanimously.
- B. Legislative Update – Bill Paxton, The Eppstein Group, reported Senator Hancock and the Governor’s office used HB 2911 to create the Next Generation 9-1-1 Service Fund to use anticipated federal monies from the coronavirus to kickstart the funding for next generation. There will be at least \$100 million in the fund, and the Alliance is serving its member entities to help determine the costs to move to the next generation. The Comptroller’s office has asked for the Alliance’s help determining the costs and the grant process.
Special Session – Democrats in Washington DC, trying to get a federal bill passed that would preempt anything out of Austin. The Special Session ends August 7, and the Governor added 11 items, with elections being the primary. There will be another Special Session in September/October for redistricting since census numbers were delayed due to COVID-19.

FY 2022 BUDGET

- A. Remittance Forms 1 & 2 – Shantelle Oliver presented the fee remittance forms sent to TELCOs to collect fees. Form 2 includes an uncollectable line and was created for AT&T at their request. Aubry Insko recommended sending both forms to the service providers. Rick Brunson stated in the Health and Safety Code that there are specific responsibilities for the board regarding people not paying their fees.
Motion to send both forms to the service providers was made by Aubry Insko and seconded by Rick Brunson. Motion passed unanimously.
- B. Remittance Summary – Shantelle Oliver presented a monthly summary of the TELCO and wireless remittances for the current and previous fiscal years. Rick Brunson requested the development of a new form to send to the carriers annually for return, when completed, as an affidavit for the type of services provided that fall under each 911 Wireline Fee Category and include examples of how the fees appear on the monthly bill sent to the subscriber to ensure that all current and future physically-connected communications technologies that have the ability to establish a connection and deliver content (i.e. voice, text, audio, video, etc.) to a Public Safety Answering Point are assessed the proper monthly 911 fees. District staff is encouraged to work with carriers in the development of these reporting requirements
- C. 5-Year Plan – Aniel Austin presented how he came up with the wireline revenue for the 5-year plan taking the rate change and reducing landline count into consideration. Rick Brunson requested additional data.
- D. FY 2022 Budget
FY 2022 budget approval will be held until the next meeting.
Motion to adopt the same fee schedule from FY 2021 was made by Rick Brunson and seconded by Chief Davis. Motion passed unanimously.

EXECUTIVE SESSION

Chief Crowson adjourned the meeting into Executive Session at 1:18 PM pursuant to Sections 551.071, 551.074, and 418.183(f) of the Texas Government Code.

RECONVENE INTO EXECUTIVE SESSION

Chief Crowson reconvened the Regular Meeting in open session at 1:42 PM.

Chief Davis stated that with the staffing, recruiting, and retention issues the 9-1-1 centers are seeing, he would like a future agenda item to be on how the board can help the centers (study/assessment, consolidation/regionalization, human management, etc.).

PUBLIC COMMENTS

No public comments.

ADJOURN

The meeting adjourned at 1:45 PM.

Don Crowson
Chair

Robert Brooks
Secretary