



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

MINUTES

Presiding Officer, Don Crowson called the meeting of the Tarrant County 9-1-1 District Board of Managers to order at noon on March 21, 2022.

Members of the Board Present:

Don Crowson – Chair, Fire Chief, City of Arlington
Rick Brunson – Vice-Chair, Manager, Commissioners Court
Jim Davis – Fire Chief, City of Fort Worth
Ray Richardson – Mayor, City of Everman
Darren Steele – Assistant Police Chief, City of Irving
Julie Swearingin – Assistant Police Chief, City of Fort Worth
Robert Brooks – Secretary, AT&T

Members of the Board Absent:

Aubry Insko – Communications Managers, City of Grand Prairie

Other Members Present:

Cara White – TOASE
David Jones – Mission Critical Partners
Kellie Hayney – City of Grapevine
Jeff Bievenue – AT&T
Daniel Flick – AT&T
John Paul Mih – AT&T

Members of the Staff Present:

Sherry Decker – Executive Director
Aniel Austin – Finance Manager
Renee Boeglin – Executive Assistant
Monte Cockrum – Technology & Network Support Manager
Thomas Coomer – Network Analyst
Kevin Kleck – Director of Technical Support
Stephanie Lang – Human Resources Administrator
Levi Larkin – Interoperability Coordinator
Shantelle Oliver - Director of Support Services

AGENDA ANNOUNCEMENTS

No agenda announcements.

PUBLIC REVIEW

The Tarrant County 9-1-1 Emergency Assistance District (District) is a communication district and a political subdivision of the State of Texas, established and operated pursuant to Texas Health and Safety Code, Chapter 772, Subchapter C. Pursuant to the enabling legislation adopted in Chapter 7, 68th Legislature, 2nd Called Session, an Order certifying the creation of the District was filed with the Tarrant County Clerk on or about April 6, 1985. The Texas Health and Safety Code §772.219 requires the District’s Board of Managers to solicit public comments by holding a public review hearing every three years on the continuation of the District and its 9-1-1 emergency service fees. Notice of the public hearing was given in the manner and for the time prescribed by law. The Board solicited comments on the participation of the District in the applicable regional plan for 9-1-1 service under Texas Health and Safety Code Chapter 771. There were no public comments made during the hearing.

Rick Brunson motioned to approve the order on the continuation of the TC911 District and the existing 9-1-1 emergency service fee. The motion, seconded by Mayor Richardson, passed unanimously. (Chief Davis was not present during the vote.)

CONSENT AGENDA

February 28, 2022, Minutes, Monthly Financials, and Report of Payments over \$5,000

Rick Brunson motioned to approve the Consent Agenda items. The motion, seconded by Chief Steele, passed unanimously.

EXECUTIVE DIRECTOR REPORT

Sherry Decker recognized Kellie Hayney, City of Grapevine, for receiving her Certified Public-Safety Executive (CPE) certification.

- A. Service Interruption Report – Kevin Kleck reported the District has been working on a network project for 18 months. Planning and analysis took place several weeks before the event. The project was broken into two phases, and Phase 1 was identified not to affect service. Phase 2 was identified as possibly affecting service but would be onsite and one Public Safety Answering Point (PSAP) at a time. However, on March 8, at approximately 3:30 p.m., one of the final steps triggered an unexpected network routing incident. The traffic routing around our IP network had difficulty reaching the destinations, and the Vesta hosts could not communicate. This caused workstations to log out throughout the District. The issue was recognized immediately, and mitigation steps were taken to resolve the conflict. The routing conflict was identified and corrected within 10 minutes. The service interruption was further discussed in executive session.
- B. Current and Projected Organizational Charts – Sherry Decker presented an updated organizational chart for Next Generation 9-1-1 (NG9-1-1), identifying fluent teams with clear lines of communication. The new organization will not require additional positions.
- C. RN22-016 – Sherry Decker requested a budget adjustment to support appropriate changes in the hierarchy. Moving the funds will keep the District within budget on total personnel expenses. Attorney, Cara White will check with Wayne Olson to confirm if moving the funds would require the District to follow the same process for budget approval.
Rick Brunson made a motion to approve the budget adjustment request contingent upon not having to receive approval from the Commissioners Court, Mayors’ Council, and member representatives. The motion, seconded by Chief Davis, passed unanimously.

ASSISTANCE PROGRAMS (RN22-001)

- A. RN22-14 – Assistance Program Deadline
Levi Larkin presented PSAP and Interoperability Assistance Program expenditures for FY 2021 and 2020 and the current amount approved and paid out for FY 2022. Sherry Decker has requested that any funds left over after the June 30 application deadline be reallocated to the NG9-1-1 project. Levi stated cities were notified of the deadline and made aware of the updated policy on March 2, and 16 of the 30 have acknowledged the changes via Survey Monkey. Chief Crowson asked Levi to reach out to the cities that have not responded by the end of the month. Rick Brunson requested a list of cities by April 1 to put on the Mayors’ Council agenda, both the cities that have acknowledged the changes and the cities that have not.
- B. ECC Assistance
P22-060 – Fort Worth Fire Department Tibco Spotfire
Chief Steele motioned to approve \$33,714.00 for the Fort Worth Fire Department to purchase Tibco Spotfire software licensing and maintenance. The motion, seconded by Rick Brunson, passed 4-0-2. Chiefs Davis and Swearingin abstained from voting.

PURCHASES OVER \$25,000

- RN22-015 – Shantelle Oliver requested approval for the overage of \$26,648.00 to Adsplosure for bus and bench ads. Measures have been put in place to prevent going over budget. The District won an Adsplosure Transit Award for Community Awareness for the bus ad.
Rick Brunson motioned to approve \$26,648.00 to Adsplosure. The motion, seconded by Mayor Richardson, passed unanimously.

EXECUTIVE SESSION

Chief Crowson adjourned the meeting into executive session at 12:38 p.m. pursuant to Chapter 551 and Section 418.183, Texas Government Code.

RECONVENE INTO OPEN SESSION

Chief Crowson reconvened the meeting into an open session at 1:33 p.m.

PUBLIC COMMENT

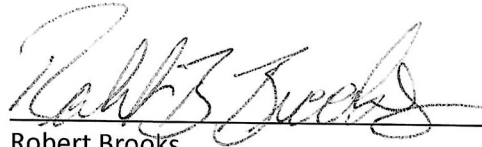
No public comment.

ADJOURN

The meeting adjourned at 1:33 p.m.



Don Crowson
Chair



Robert Brooks
Secretary