

**MINUTES**  
**Tarrant County 9-1-1 District**  
June 1, 2020

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 11:00 AM, Monday, June 1, 2020, in the Training 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  
Douglas Hooten  
Brian Johnson  
Jim Davis – arrived for Work Shop  
Aubry Insko  
Robert Brooks, Secretary

**Board Members absent:**

Jeff Spivey

**Others present:**

Wayne Olson, Attorney  
Bill Paxton, The Eppstein Group

**Staff Members present:**

Shinar Haynes, Executive Director  
Shantelle Oliver, Director of Support Services  
Aniel Austin, Finance Manager  
Mandy Chanthapanya, Admin. Assistant  
Kevin Kleck, Director of Technical Services  
Sarah Sellers, Systems Support Manager  
Travis Trevino, Interoperability Coordinator  
Renee Boeglin, Executive Assistant

**CALL TO ORDER**

Don Crowson called the meeting to order at 11:01 AM.

**AGENDA ANNOUNCEMENTS**

Shinar Haynes stated there are no agenda announcements.

**No action taken.**

**CONSENT AGENDA ITEMS**

Motion to approve the consent agenda items was made by Brian Johnson and seconded by Rick Brunson. Motion passed unanimously.

**ASSISTANCE PROGRAM**

A. Shinar Haynes stated it was previously requested that date extensions for PSAP Assistance Program requests be considered. No current requests require a date extension, but that may change by the next Board meeting.

**No action taken.**

B. Discuss and take action: Radio Interoperability & PSAP Requests

1. R20-023 – City of Irving Motorola P25 Infrastructure Maintenance – \$188,028.00

Travis Trevino stated the City of Irving requested \$188,028.00 of P25 Assistance for their radio multi-year contract (copy of contract on file) for radio maintenance for the City of Fort Worth system.

**Motion to approve Radio Interoperability Assistance Program application for the City of Irving P25 Assistance for Motorola Maintenance (\$188,028.00) was made by Aubry Insko and seconded by Douglas Hooten. Motion was passed unanimously. Don Crowson confirmed Jeff Spivey was absent.**

2. P20-119 – City of Fort Worth PD PSAP Assistance Request – \$43,576.89  
Travis Trevino stated the City of Fort Worth PD requested \$43,576.89 to purchase chairs for the communications center.

**Motion to approve PSAP Assistance Program application for the City of Fort Worth PD to purchase chairs for their communications staff (\$43,576.89) was made by Rick Brunson and seconded by Douglas Hooten. Motion was passed unanimously.**

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

- A. RN20-016 – AT&T/Motorola Text to 9-1-1 for Vesta – \$167,323.76  
Shinar Haynes stated this is for the AT&T Vesta part of Text to 9-1-1. Sarah Sellers stated this purchase is for the hardware and software to enable Text to 9-1-1.

**Motion to approve the expenditure to enable text to 9-1-1 for the Vesta systems (\$167,323.76) was made by Aubry Insko and seconded by Rick Brunson. Motion was passed unanimously.**

- B. RN20-017 – AT&T ECaTS Reporting for Text to 9-1-1 – \$99,187.20  
Sarah Sellers stated this purchase is for ECaTS reporting for Text to 9-1-1 for three years. It will be in the same portal that they currently have access to for ECaTS for texting and conversations. Tracking will show conversations and recording of text conversations, recurring and non-recurring. Confirmed \$99,187.20 is for the three-year time frame and is adding to what is already being paid for the recording.

**Motion to approve the addition of Text to 9-1-1 reporting on the Vesta system through ECaTS for three years (\$99,187.20) was made by Aubry Insko and seconded by Doug Hooten. Motion was passed unanimously.**

- C. RN20-018 – Network Operations Center AV System - \$90,270.57  
Shinar Haynes stated this is part of the improvement renovations and Electro Acoustics upgraded the training room. Monte Cockrum stated this will allow us to monitor continuously and includes six monitors on the walls and a seventh monitor on the back wall, as well as access to various servers that we keep up to monitor the SONET ring, PSAP equipment and the administrative network. This will allow us to have all of the monitors on one wall and all of the tech team in one room.

**Motion to approve the purchase of the Network Operations Center video wall equipment and control system to allow 24/7 monitoring (\$90,270.57) was made by Brian Johnson and seconded by Rick Brunson. Motion was passed unanimously.**

- D. RN20-019 – Purchase of 2 VMWare Servers - \$45,415.92  
Monte Cockrum requested to purchase two Dell VMWare servers to add to virtual cluster for administrative office.

**Motion to approve the purchase of two VMWare servers for the administrative offices (\$45,415.92) was made by Rick Brunson and seconded by Aubry Insko. Motion was passed unanimously.**

### **PRESENTATIONS**

- A. Shinar Haynes stated we are approximately two months behind on the physical upgrade for Text to 9-1-1, but have continued on with what we can do virtually. Currently have training documents in preparation and simulated vision of Text to 9-1-1 in lab and doing testing. AT&T allowing techs to go onsite and hope to start physical part within next 30 days. Reached out to media marketing, did radio interview – on Facebook page. Right now we're waiting on AT&T techs to get stuff rolling. Will update Board on date at next meeting. Shinar stated Text to 9-1-1 will go out to PSAPs 30 days prior to going live for training and feedback.

**No action taken.**

- B. Shinar Haynes stated construction started last week and all demolition is done. Completion is scheduled for first or second week of July.

**No action taken.**

## EXECUTIVE DIRECTOR REPORT

The Vehicle Policy review will be discussed at the next Board meeting.

**No action taken.**

## BRIEFINGS

Legislative Update – Bill Paxton stated interim committee meetings are postponed indefinitely. The Governor, Speaker and Lieutenant Governor sent a letter to all state agencies stating to cut budget by 5% when submitting. Biggest issue for 9-1-1 Alliance is reliability and sustainability funding issue. Last session the Alliance tried to pass a Bill that would essentially give District's a flexible funding mechanism to pay for next generation equipment, but it did not pass. The Alliance has been working on language to submit to legislative council to put in a draft Bill form. Bill stated once the language is in place we're going to need to reach out to members of the delegation to educate them on why the funding is needed.

**No action taken.**

## WORK SESSION

### A. 2021 Budget Overview

#### 1. District Initiatives

- a. Server Upgrade – Currently owe \$8.3 million AT&T for CPE upgrade – payments have been delayed because 1-2 items on checklist require onsite visit. Planned on completing in spring so we could pay \$3 million now and \$5 million in September. Was delayed due to COVID-19. Plan to pay \$3 million by the end up FY20 and \$5 million by end of FY21.

**No action taken.**

- b. 9-1-1 Network Upgrade – Routers have to be replaced, currently two years past their prime. Typically, last 6-8 years and we're at year 10. Gartner provided analysis of our network and provided proposed options of what is available to do. Scored each option based on four criteria: operational value, technical value, risk and cost. Five options: 1. Status quo; 2. Move to dedicated Ethernet infrastructure, co-monitored; 3. Move to dedicated Ethernet infrastructure, single monitoring; 4. Move to a "network-as-a service" offering, single monitoring; and 5. Implement and move to (terminating) ESInet. Options #4 & #5 will require RFPs. Options #1 - #3 are sole sourced provided upgrades exempt from bidding. Wayne Olson recommended getting statements regarding being a sole source provider with no way to bid publicly. Will save \$1 million by moving off of the SONET ring – start seeing savings six months into new fiscal year.

**No action taken.**

- c. Shinar Haynes advised the Board that the five year forecast shows if nothing is changed, the District will be out of reserves in three years. The change in Health insurance will reduce the overall cost for next year.

#### 2. Gartner Report

Revenue Analysis – Used 2019-2020 budget as baseline. Compared District fees with other comparable Districts. Made assumptions on the market and goals of the District as far as personnel, technology and initiatives for upgrades. Came up with three scenarios on what we can look at to improve budgeting and finance outlook.

Mayor Brian Johnson asked about not adjusting rates in 23 years. We set wireline fees, but the state sets wireless fees. It was discussed that technology has changed a lot in 30 years and cost much more. Wayne Olson stated the issue has come up from time to time. In 2009, a lot of the member jurisdictions gave pushback and wanted refund monies for the services that were provided. Legally, fees cannot be refunded; rates would have to be reduced. The PSAP Assistance Program, and later the Radio Interoperability Assistance Program, was developed to provide 9-1-1 centers additional funding based on population percentages, utilizing available surplus funds from the previous year.

Several Board members advised the PSAP's depend on those funds to supplement regular funding for 9-1-1 activities.

Scenario 1: One-time Increase – Set to Average Fees in Year 1; Scenario 2: Incremental – Straight-Line Growth to Year 4; Scenario 3: No Access Fee Changes –scenarios one and two included a gradual reduction in the Radio Interoperability Assistance funding.

Discussed explaining the benefits and what you get with raising fees and discussed consolidating smaller PSAPs and would like to have a consultant provide information on the feasibility of consolidating smaller PSAPs.

**No action taken.**

3. Fee Resolution Discussion – Board discussed the fee structure as it compares to other 9-1-1 authorities. No decision was made as far as the budget and any changes in fee structure.

**No action taken.**

#### **EXECUTIVE SESSION**

There was no Executive Session.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURNMENT**

**Motion to adjourn the meeting at 1:07 PM was made by Brian Johnson and seconded by Rick Brunson. Motion passed unanimously.**

**\*\*\* NEXT BOARD RETREAT MEETING: Monday, June 22, 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