

**MINUTES**  
**Tarrant County 9-1-1 District**  
September 16, 2019

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 12:00 PM, Monday, September 16, 2019, in the Conference 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  
Rudy Jackson  
Jeff Spivey  
Doug Hooten  
Robert Brooks, Secretary (AT&T)

**Staff Members present:**

Shinar Haynes, Executive Director  
Brittany Velez, Executive Assistant  
Aniel Austin, Finance Manager  
Shantelle Oliver, Director of Support Services  
Kevin Kleck, Director of Technical Services  
Sarah Sellers, Systems Support Manager  
Phillip Rohrbough, GIS Manager  
Travis Trevino, Implementation Specialist

**Others present:**

Wayne Olson, Attorney

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

**AGENDA ANNOUNCEMENTS – Shinar Haynes**

**No action taken.**

**CONSENT AGENDA ITEMS**

**Motion to approve the consent agenda items was made by Rick Brunson and seconded by Douglas Hooten. Motion passed unanimously.**

**ASSISTANCE PROGRAM**

- A. Discuss and take appropriate action concerning PSAP Assistance Program application.
1. Use of Fort Worth remaining PSAP Assistance funds to cover Cisco Phone purchase \$25,964.00  
**Motion to approve remaining PSAP Assistance funds to cover Cisco Phone purchase \$25,964.00 was made by Rick Brunson and seconded by Rudy Jackson. Motion passed unanimously.**
  2. Authorization to use Assistance Program funds for chairs and headsets.  
**Motion to approve the Assistance program funds for chairs and headsets was made by Jeff Spivey and seconded by Rudy Jackson. Motion passed unanimously.**
- B. Discuss and take appropriate action concerning Radio Interoperability Assistance Program application.
1. Authorization for the City of Arlington to use Radio Assistance (R19001) at the amount of \$302,204 for Motorola Maintenance.  
**Motion to approve City of Arlington to use Radio Assistance (R19001) at the amount of \$302,204 for Motorola Maintenance was made by Rudy Jackson and seconded by Rick Brunson. Don Crowson abstained from voting. Motion passed 4-0-1.**

## **PRESENTATIONS**

- A. Administrative Building Door Replacement Quote (Board Approval – Deposit)  
**Motion to approve Administrative Building Door Replacement Quote was made by Jeff Spivey and seconded by Douglas Hooten. Motion passed unanimously.**
- B. Training Room Upgrade Quote (Board Approval – Deposit)  
**Motion to approve Training Room Upgrade Quote was made by Jeff Spivey and seconded by Rudy Jackson. Motion passed unanimously.**
- C. Updated 5-year fiscal forecast  
**No action taken.**
- D. Administrative Avaya Phone System (Board Approval)  
**Motion to approve Administrative Avaya Phone System was made by Doug Hooten and seconded by Rudy Jackson. Motion passed unanimously.**
- E. CPE Project Update  
**No action taken.**

## **EXECUTIVE DIRECTOR REPORT**

The board will hear a report concerning Staff recognition, upcoming meetings and events, reports on attendance at meetings and events from Shinar Haynes.

**No action taken.**

## **BRIEFINGS**

- A. No Legislative update  
**No action taken.**

## **EXECUTIVE SESSION**

Pursuant to Chapter 551, Texas Government Code, the Board of Managers reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting for the following matters:

### **Section 551.071**

Consultation with the District's attorneys pertaining to any matter in which the duties of the attorneys under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act, including seeking legal advice on any item posted on the Agenda.

### **Section 551.074**

Deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal or to hear a complaint or charge against a public officer or employees.

### **Executive Directors Contract Renewal**

#### **Section 418.183(f): Texas Disaster Act**

To deliberate information for the purpose of preventing, detecting, responding to, or investigating an act of terrorism or related criminal activity as it relates to (1) staffing, tactical plans, or telephonic contact information; (2) to the vulnerability of persons or property, including critical infrastructure; (3) to information used to assist in the construction, assembly or location of an explosive weapon or a chemical, biological, radiological, or nuclear weapon of mass destruction, or unpublished information pertaining to potential vaccines or a device that detects biological agents or toxins; (4) to the details of the encryption codes or security keys for a public communication system; (5) to a terrorism-related report to an agency of the United States; (6) documents that identify technical details of particular vulnerabilities of critical infrastructure to an act of terrorism; or (7) any information pertaining to a security system used to protect public or private property from an act of terrorism.

**OPEN SESSION ACTION FOLLOWING EXECUTIVE SESSION**

A. Take any action necessary pursuant to executive session.

**No action taken.**

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

**Motion to adjourn the meeting at 1:11 PM was made by Jeff Spivey and seconded by Douglas Hooten. Motion passed unanimously.**

**\*\*\* NEXT MEETING: Monday, October 21, 2019, 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

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