



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

Minutes – May 15, 2023

CALL TO ORDER AND ROLL CALL

Presiding Officer Aubry Insko called the meeting of the Tarrant County 9-1-1 Emergency Assistance District Board of Managers to order at 9:00 AM on May 15, 2023.

Board Members Present:

Aubry Insko – Chair, City of Grand Prairie
Rick Brunson – Vice-Chair, Commissioners Court
Don Crowson – City of Arlington
Jim Davis – City of Fort Worth
Ray Richardson – Mayors' Council
Sam Hall – City of Irving
Robert Alldredge – City of Fort Worth
Robert Brooks – Secretary, AT&T

Staff Members Present:

Sherry Decker – Executive Director
Kevin Kleck – Deputy Director
Aniel Austin – Chief Financial Officer
Renee Boeglin – Executive Assistant
Monte Cockrum, Director of Network & Technology
Lauren Hall – GIS Data Analyst
Stephanie Lang – Chief Human Resources Officer
Levi Larkin – Support Services Manager
Shantelle Oliver - Director of Support Services
Sarah Sellers – Director of Technical Operations

Others Present:

Wayne Olson, TOASE
Jonathan Ingols, City of Arlington
Bill Paxton, The Eppstein Group
Phil Rotheram, Atos

EXECUTIVE SESSION

Aubry Insko called the meeting into executive session at 9:00 AM, pursuant to Chapter 551, Texas Government Code, Section 551.071 - Consultation with Attorney, TC9-1-1 Relocation Project.

RECONVENE OPEN MEETING

Aubry Insko reconvened the meeting into an open session at 10:09 AM.

PUBLIC COMMENT

No public comment.

AGENDA ANNOUNCEMENTS

No agenda announcements.

LEGISLATIVE UPDATE

Bill Paxton, The Eppstein Group, provided a legislative update.

CONSENT AGENDA

Minutes – April 24, 2023; Monthly Financial Reports; Report of Payments over \$5000

Rick Brunson motioned to approve the consent agenda. The motion, seconded by Mayor Ray Richardson, passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

Monthly Statistics – Sherry Decker presented the Public Safety Answering Point (PSAP) call volume statistics for March and April and the April statistics for social media data and community events.

Board Action Items – PSAP Regionalization Study – Shantelle Oliver reported Mission Critical Partners (MCP) is still on track to have a draft of the report to the District by June 1 and will present it to the Board at the June meeting. Aubry Insko asked if it would also be presented to the member cities. Rick Brunson encouraged town hall meetings.

Assistance Program Letters – In April 2023, The Board of Managers voted unanimously to dissolve the PSAP and Radio Interoperability Assistance Programs to fund the Districts NG9-1-1 and TxDOT eminent domain relocation project. The District sent email and letter notifications to each PSAP and city management. The District has not received any feedback regarding this action.

May 6 Fiber Cut – Monte Cockrum reported a fiber cut in downtown Fort Worth on May 6, causing the District to lose six fiber circuits. The backup circuits worked as planned.

Board Member Recognition – Sherry Decker recognized Chief Don Crowson for his time serving on the Board and as Chairman.

BOARD OF MANAGERS BYLAWS

RN23-011 – Board of Managers Bylaws – Stephanie Lang presented the final version of the TC9-1-1 Board of Managers Bylaws for approval. The Bylaws are the first to be adopted by the Board.

Rick Brunson motioned to approve the TC9-1-1 Board of Managers Bylaws. The motion, seconded by Mayor Ray Richardson, passed unanimously.

Board Appointments – Sherry Decker reported the District had not received documentation from Fort Worth appointing Chief Robert Alldredge and reappointing Chief Jim Davis to the Board. Sherry Decker stated she would contact the City Secretary to follow up. Wayne Olson said a member cannot vote if the District has not received official notification.

Professional Development Form – Sherry Decker encouraged the Board to take advantage of conferences and training and presented the Professional Development Form for Board Members to complete per each event.

PERSONNEL POLICIES

Stephanie Lang presented the following personnel policies for approval.

RN23-016 – Section 12 – Fitness for Duty Policy

Rick Brunson motioned to approve the Fitness for Duty Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-017 – Section 13 – Performance Management Policy

Chief Jim Davis motioned to approve the Performance Management Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-018 – Section 14 – Nepotism Policy

Rick Brunson motioned to approve the Nepotism Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-019 – Section 15 – Weapon and Violent Free Workplace Policy

Stephanie Lang updated the policy title to Weapon and Violence Free Workplace Policy. Ms. Lang will work with Wayne Olson to identify signs to post on doors.

Mayor Ray Richardson motioned to approve the Weapon and Violence Free Workplace Policy. The motion, seconded by Rick Brunson, passed unanimously.

RN23-020 – Section 16 – Duty to Report Arrests and Convictions Policy
Stephanie Lang updated the policy title to Duty to Report Arrests, Disposition of an Arrest, and Convictions Policy.
Chief Don Crowson motioned to approve the Duty to Report Arrests, Disposition of an Arrest, and Convictions Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-021 – Section 17 – Political Activity Policy
Chief Jim Davis motioned to approve the Political Activity Policy. The motion, seconded by Rick Brunson, passed unanimously.

Aubry Insko adjourned the meeting for a break at 11:31 AM.

Aubry Insko reconvened the meeting at 12:01 PM.

RN23-022 – Section 18 – Standards of Conduct Policy
Mayor Ray Richardson motioned to approve the Standards of Conduct Policy. The motion, seconded by Rick Brunson, passed unanimously.

RN23-023 – Section 19 – Appeal of Disciplinary Action Policy
Rick Brunson motioned to approve the Appeal of Disciplinary Action Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-024 – Section 20 – Inclement Weather Policy
Chief Don Crowson motioned to approve the Inclement Weather Policy. The motion, seconded by Mayor Ray Richardson, passed unanimously.

RN23-025 – Section 21 – Breastfeeding Support Policy
Chief Jim Davis motioned to approve the Breastfeeding Support Policy. The motion, seconded by Rick Brunson, passed unanimously.

RN23-026 – Section 22 – Travel Expenses Policy
Chief Jim Davis motioned to approve the Travel Expenses Policy. The motion, seconded by Chief Sam Hall, passed unanimously.

FY 2024 BUDGET & STRATEGIC PLAN

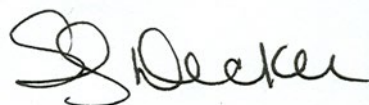
FY 2024 Strategic Plan – Sherry Decker reported the FY 2024 Strategic Plan includes the projects approved last year for the FY 2023 budget. The teams reviewed the projects, highlighting the attainment.

RN23-027 – FY 2024 Budget – Aniel Austin presented the FY 2024 Budget.
Chairwoman Aubry Insko proposed to move approval of the FY 2024 Budget dependent on the review of our stakeholder’s overall employee raises (cost of living/merit) to the July BOM Meeting. The proposal passed unanimously.

RN23-028 – Resolution Approving FY 2024 9-1-1 Emergency Service Fees – Aniel Austin presented.
Chief Jim Davis motioned to approve the FY 2024 9-1-1 Emergency Service Fees. The motion, seconded by Rick Brunson, passed unanimously.

ADJOURN

The meeting was adjourned at 2:48 PM.



Aubry Insko
Chair

Sherry Decker
Executive Director