

MINUTES
Tarrant County 9-1-1 District
April 13, 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.

A meeting of the 9-1-1 Board of Managers was held at 12:00 PM, Monday, April 13, 2020, via WebEx conference call from 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

Jeff Spivey

Douglas Hooten

Brian Johnson

Jim Davis

Aubry Insko

Robert Brooks, Secretary (AT&T)

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

Yvonne Krumm, PSAP Support Analyst

Danny Willars, Security Analyst

Erin Zuzik, Operation Support Specialist

Thomas Coomer, Network Support Analyst

Robbie McCormick, Training & Devel. Coord.

Sofia Brabham, Lead Trainer

Levi Larkin, Implementation Specialist

Stephen Rorai, IT Support Technician

Others present:

Wayne Olson, Attorney

Bill Paxton, The Eppstein Group

Staff Members present:

Shinar Haynes, Executive Director

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

AGENDA ANNOUNCEMENTS – Shinar Haynes

There was no agenda announcement. **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 (RN20-001)

- A. Discuss and take appropriate action concerning Radio Interoperability Assistance Program application. **Shinar Haynes stated there were no current outstanding requests for the Radio Assistance or PSAP Assistance programs. No action needed.**

PURCHASES OVER \$25,000

- A. Discuss and take appropriate action concerning the portable radios for TC911 and RBU's backups at an emergency -- \$51,458.69. (RN20-013)
Travis Trevino requested approval to purchase 11 APX portable radios to utilize at the RBU's as a backup in case of emergency or to be utilized while the District is in process of installing the MCC 7500's. This will also give the District a way to communicate directly into a PSAP, if needed, and in case of an emergency situation.

Motion to approve the purchase of the portable radios for TC911 and RBU's backups at an emergency (\$51,458.69) was made by Rick Brunson and seconded by Douglas Hooten. Motion passed unanimously.

- B. Discuss and take appropriate action concerning the upgrade existing TC911 UPS for Arlington Police Dept. -- \$124,176.00. (RN20-014)
Sarah Sellers requested approval for the upgrade of the existing TC911 UPS system, including a one-year warranty, installation, configuration, removal and disposal of the UPS for Arlington Police Dept. The cost is not including freight, which will be a separate invoice. Sarah stated this will be a coordinated event with the Arlington PD staff and will have a fully planned out project schedule.
Motion to approve the purchase of upgrade the existing TC911 UPS for Arlington Police Dept. (\$124,176.00) was made by Douglas Hooten and seconded by Rick Brunson. Don Crowson abstained from voting. Motion passed 6-0-1.
- C. Discuss and take appropriate action concerning the RBU South UPS Battery Replacement -- \$44,448.60 (RN20-015)
Sarah Sellers requested replacement batteries for RBU South UPS, which is already in place. Includes shipping, installation, disposal of old batteries and a two-year warranty.
Motion to approve the purchase of the RBU South UPS battery replacement (\$44,448.60) was made by Douglas Hooten and seconded by Aubry Insko. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

- A. Staff recognition, upcoming meeting and events, reports on attendance at meetings and events.
Shinar Haynes stated the District is on the same status as reported two weeks ago at the Emergency WebEx Board meeting. The District has portion of staff working in the office and a portion of staff working from home or at our backup sites. Shinar stated everything is going well and the District is able to maintain and monitor as normal. The staff is getting quite a bit of work done. Shinar stated someone else mentioned before the meeting that it is a unique time, but it does allow us to get some work done on our back burner. Shinar stated the District's trainings, meetings, and conferences have been either cancelled or put on hold. The District is following the normal stay at home or stay in place depending on where you live, putting calls on weekends. The District is following the same protocols in our building, not allowing people in the building that do not work here, that includes mail and deliveries. We are following the normal processes for keeping our location clean. Don Crowson asked if the District needs any assistance from the Board at this time. Shinar requested a small amount of face masks for our office. We are out of face masks, but we have gloves. Don Crowson stated either he or Doug Hooten can take care of providing face masks to the District. Shinar stated the District has the infrared thermometer in the office, but is looking into getting the thermometer that hangs from the door so there's no physical contact. Shinar stated other than that, the District is doing well.
No action taken.

BRIEFINGS

- A. Legislative update
Bill Paxton stated there's very little going on in Austin. The Capitol has been shut down to visitors and interim committee meetings have been postponed. The Texas Workforce Commission has received so many calls for unemployment claims, the Lieutenant Governor has gotten a lot of Senate and House staff to begin training to start helping with the calls. Obviously, there is great concern about the economy, state budget, the governor is having a press conference right now unveiling his initiative to help small business and when he expects us to start getting back to work. Between coronavirus and the global price war on oil, the state budget is going to be very dire and it's going to be something we need to keep a close eye on. We won't know revenue projections until the comptroller releases it this summer. It's going to be something we need to keep a very close eye on. Everyone is shelter in place.
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.

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.

Shinar Haynes stated she will be sending out an email to the Board in reference to our May meeting, our normal budget retreat meeting. Depending on where we are going, we initially had it scheduled off site in Grand Prairie. I will reach out with Aubry Insko in a week or two to see where we stand. If it's not going to be there, we will get an email out to the Board to discuss our location. It may want to be here at our office, especially since we are cancelling training classes, that was the reason we were going off site. I will fill the Board in a week or two to see where we headed with the exact details of the location.

Aubry Insko requested to add to the next Board meeting agenda the discussion of the PSAP Assistance funding and possibly considering an extension for PSAPs that not able to fulfill a lot of their projects due to restrictions of in person meetings. Shinar Haynes stated that is not a problem.

ADJOURNMENT

Motion to adjourn the meeting at 12:15 PM was made by Rick Brunson and seconded by Aubry Insko. Motion passed unanimously.

***** NEXT BOARD RETREAT MEETING: Monday, June 1, 2020, at 11:00 AM in the Training 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