

9-1-1 Advisory Board Meeting Minutes

December 16, 2011

1. **CALL TO ORDER – David Hall** The Greene County 9-1-1 Advisory Board met on December 16, 2011 in the County Commission conference room at 933 N. Robberson. David Hall, Chair, called meeting to order at approximately 3:00 p. m. Seven board members were present, as follows:

David Hall	Springfield Fire Department
Mark Lowe	City of Republic
Ryan Nicholls	Office of Emergency Management
Nelson Prewitt	Ebenezer Fire District
Danette Proctor	D-4 Investments
Collin Quigley	City Manager's Office
Paul Williams	Springfield Police Department

For others present – See *Attachment*

2. **APPROVAL OF MINUTES – David Hall** Discussion about the minutes and the need for a clarification. The comment on page 2 referred to the Board deciding to not replace the Republic phone system. This was in reference to a decision at a previous meeting. To clarify the statement, it will reflect, “At the October 20, 2010 meeting...” Motion by Paul Williams, 2nd by Nelson Prewitt to accept the November 16, 2011 minutes as amended. Motion carried.

3. STATUS UPDATES

- A. **Financial Reports – Jeff Reinold** distributed the breakdown of revenues and expenses. The building payment of \$673,000 was transferred right at the end of November. We are currently at 89% of the budget having been spent. He indicated that expenses were right on track and he expects they will come in slightly under budget. We should be at about 91%, so we are good. He expects revenues to come in at about \$5.2 million for the year and projecting next year's revenue to be \$5.3 million. For the current year, revenues were projected to be \$5.0 million. The fund balance continues to be very positive, but it will drop during December because we are making the building payment and having to pay for the trunked radio system upgrade. Once those are paid it will drop us down to about where we began the year.
- B. **Changes to the proposed E911 Budget – Jeff Reinold** raised a couple of items that the Board may want to amend its proposed 2012 budget. The payment for the merger study will be in next year's budget. The budget for next year will need to be amended to account for the study. Because we are making a down payment on the radio system, we will pay it out of this year. The first payment is due in 2013, so there is

not a payment due in 2012. There is also a need to amend the budget to replace the computer terminals in the 911 center. The CAD upgrade requires the computers to be upgraded. Initially it was thought they would be funded as part of the building's furniture, fixtures, and equipment. However, it isn't able to be done that way, so we will need to cover it through our operating budget. The City is currently using a leasing plan for computers in order to keep them replaced on a three-year cycle. To cover the terminals in the Springfield center, it will cost \$32,341.75 for the first year of the three-year lease. The cost to replace the terminals in Republic, it will cost an additional \$18,109.82. There was discussion about the impact of merging Republic. It was discussed that we should have a decision back on the merger before this expenditure will be made, but in either case, we can amend the budget in case we do. The expenses can be covered through the additional projected revenues. There was a motion by Collin Quigley, 2nd by Mark Lowe to include in the 2012 budget the funding for the replacement of both Springfield's and Republic's computers. Motion carried.

4. OLD BUSINESS

A. Republic 9-1-1 Phone System – David Hall gave an overview of the issue to-date.

There are four basic options with three sub-alternatives. First, we don't do anything with the system in Republic. Then, if the system does go down, and AT&T is not able to fix it, then a) we would forward calls to Republic from Springfield and Republic would do the call taking and the dispatching, b) Springfield would do the call taking, enter it into CAD, and send it to Republic for dispatching, or c) Springfield would do the call taking and dispatching for Republic. The second option is to purchase a new, four-position standalone system for Republic at a cost of about \$198,000. The third option is to create a four-position remote to Republic at a cost of about \$168,000. The fourth option is to create a two-position interim remote to Republic, which minimizes the costs. Todd Karl from AT&T and Leon Harden from Intrado, were present to answer questions for the Board about the fourth alternative. The cost for this option is about \$66,000 plus the cost of the T-1 equipment, service agreement costs, and the user provided equipment, and the monthly T-1 line costs. If the Republic center is closed, most of it could be reused as spares for the Springfield system. The things that would be a sunk cost would be the cabinet, power supply, installation, service contract cost, the T-1 equipment and the T-1 monthly charge. The total sunk cost could approach \$30,000. It was found that all of the equipment could be used if the Republic system is kept open. It will take 60-90 days to get the system built and installed from the time the purchase order is created to get the system up, so there is a certain amount of time where option one could need to be used. The Board asked that Springfield and Republic get together to determine how calls will be handled should the system go down. Motion by Mark Lowe to recommend to the County

Commissioners to fund the bid for option four. The motion died for a lack of a second. Motion by Paul Williams, 2nd by Danette Proctor to recommend to the County Commission to go with option one where we not replace the current system at this time, and have Republic and Springfield get together to determine which method to handle calls should the system fail. Motion carried with one opposed. This recommendation will be sent to the County Commission for their review.

- B. New building update – Chris Coulter** said things are progressing along nicely. They have it under roof and the windows were installed; however, they were measured incorrectly and were an inch too small. They are currently being remade at no cost to 911.
- C. Emergency Communications Department Update – Becky Jungmann** reported things are pretty normal and referred us to the charts. She said they upgraded the radio system and it went pretty smoothly. There are a few items that are still being tweaked. Mark Lowe indicated that nothing new to report but that they were working on the data for the consultant and the phone system issue.
- D. Republic Consolidation/Matrix Study Update – David Hall** reported that the data has been gathered from Springfield and is being finished from Republic. Jim Krischke raised concern over being denied access to their data to gather it. Becky indicated that Republic should have BI Broker/Hummingbird to allow that, but that she would ensure they can. David Hall and Jim Krischke will be meeting to get the data assembled and then sent to the consultant. David Hall indicated that he forgot to send out the list of who was being interviewed as requested at the last meeting, but would do so immediately.

5. OTHER BUSINESS

- 6. **ADJOURNMENT Meeting** was adjourned.

Attachment 1 Non-Voting Members Attendance

Becky Jungmann	S/G County Emergency Communications Department
J.R. Webb	S/G County Emergency Communications Department
Jim Krischke	City of Republic
Jeff Reinold	Greene County Budget Office
Chris Coulter	Greene County Resource Management
Leon Harden	Intrado
Todd Karl	AT&T