



North Central Texas Emergency Communications District Initial Board Meeting

December 5, 2018
10:30 AM

NCTCOG Offices
616 Six Flags Drive
Arlington, Texas
Transportation Council Room

REGULAR SESSION

- Call to order time: _____
- Pledge to the United States and Texas Flags
- Introductions – Christy Williams
- Background and Orientation to the Agenda – Mike Eastland

ACTION ITEMS

1. Election of Presiding Officer for the Initial Board Meeting – Mike Eastland
2. Resolution Designating the Name of the District as the North Central Texas Emergency Communications District – Mike Eastland
3. Resolution Designating Executive Director of the District – Mike Eastland
4. Resolution Approving the North Central Texas Emergency Communications District Bylaws – Mike Eastland
5. Resolution Designating Frost Bank as Depository – Christy Williams
6. Resolutions Authorizing Participation in TexSTAR and TexPool Public Funds Investment Pools – Christy Williams
7. Resolution Approving Fiscal Year 2019 Budget and Setting the 9-1-1 Emergency Service Fee – Christy Williams
8. Resolution Authorizing Receipt of Assets and Assignment of Contracts from the North Central Texas Council of Governments – Mike Eastland

INFORMATIONAL ITEMS

9. Services to be Provided by NCTCOG as Fiscal and Administrative Agent of the District – Mike Eastland

MISCELLANEOUS

10. Anticipated February 2019 District Board of Managers Meeting – Mike Eastland
11. Old and New Business
12. Adjourn



North Central Texas Emergency Communication District

Item # 2018-12-01

Meeting Date: December 5, 2018

Submitted By: Mike Eastland
Executive Director

Item Title: Election of Presiding Officer for the Initial Board Meeting

As outlined in Section 772.607 of the Texas Health and Safety Code, the district's initial board is comprised of members who are appointed by the governing bodies of each participating county and municipality. At least two-thirds of the initial board must be elected officials of the participating counties and municipalities.

In order to facilitate the execution of the initial board's statutory responsibilities, in addition to passing other programmatic Board items, staff suggests the appointment of a presiding officer for the initial Board meeting, until such time as the permanent Board of Managers and its officers are appointed.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-02

Meeting Date: December 5, 2018

Submitted By: Mike Eastland
Executive Director

Item Title: Resolution Designating the Name of the District as the North Central Texas
Emergency Communications District

As outlined in Section 772.608 of the Texas Health and Safety Code, it is the duty of the Board of Managers to name the regional emergency communication district. Staff recommends the district be named the North Central Texas Emergency Communications District. This name is geographically recognizable and parallels the North Central Texas Council of Governments which serves as the district's fiscal and administrative agent. The branding of the district will be "NCT9-1-1".

A draft resolution naming the district the North Central Texas Emergency Communications District is attached for Board consideration.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-02

**RESOLUTION DESIGNATING THE NAME OF THE DISTRICT AS THE
NORTH CENTRAL TEXAS EMERGENCY COMMUNICATIONS DISTRICT**

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, Texas Health and Safety Code Sec. 772.608 assigns responsibility of naming the district to the Board of Managers; and,

WHEREAS, staff recommends naming the newly formed district the North Central Texas Emergency Communications District and utilizing “NCT9-1-1” for branding purposes.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The regional emergency communications district shall be named the North Central Texas Emergency Communications District.

Section 2. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communications District

Item # 2018-12-03

Meeting Date: December 5, 2018

Submitted By: Mike Eastland
Executive Director

Item Title: Resolution Designating Executive Director of the District

Chapter 772 of the Texas Health and Safety Code provides that the executive director of the regional planning commission may serve as the executive director of the district. The executive director is responsible for: performing all duties required by the board; ensuring that board policies and procedures are implemented; preparing an annual budget; and employing and assigning employees of the regional planning commission to perform duties in accordance with the district's approved annual budget. It is recommended that the North Central Texas Council of Governments Executive Director, currently Mike Eastland, be designated Executive Director of NCT9-1-1.

A draft resolution designating the NCTCOG Executive Director, currently Mike Eastland, as Executive Director of the North Central Texas Emergency Communications District is attached for Board consideration.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-03

RESOLUTION DESIGNATING EXECUTIVE DIRECTOR OF THE DISTRICT

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, it is recommended that the North Central Texas Council of Governments Executive Director, currently Mike Eastland, serve as Executive Director of NCT9-1-1.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCT9-1-1 Board of Managers designates the NCTCOG Executive Director as Executive Director of the North Central Texas Emergency Communications District.

Section 2. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communications District

Item # 2018-12-04

Meeting Date: December 5, 2018

Submitted By: Mike Eastland
Executive Director

Item Title: Resolution Approving the North Central Texas Emergency Communications
District Bylaws

The North Central Texas Emergency Communications District (NCT9-1-1) Bylaws were drafted in consultation with member jurisdictions to govern District business, including establishing the size and qualifications of the permanent Board of Managers. A copy of the draft Bylaws is provided for review. Staff recommends approval of the Bylaws to enable the proposed nineteen (19) member Board of Managers to govern and carry out District business moving forward.

A draft resolution approving the North Central Texas Emergency Communications District Bylaws is attached for Board consideration.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-04

**RESOLUTION APPROVING THE NORTH CENTRAL TEXAS
EMERGENCY COMMUNICATIONS DISTRICT BYLAWS**

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) Bylaws were drafted in consultation with member jurisdictions to govern District business, including establishing the size and qualifications of the Board of Managers; and,

WHEREAS, staff recommends approval of the Bylaws.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCT9-1-1 Board of Managers approves the North Central Texas Emergency Communications District Bylaws as contained in Attachment 1.

Section 2. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



**PROPOSED BYLAWS
OF THE
NORTH CENTRAL TEXAS
EMERGENCY COMMUNICATIONS DISTRICT (NCT9-1-1)**

ARTICLE I: CREATION AND AUTHORITY

- 1.1. The North Central Texas Emergency Communications District (hereinafter “NCT9-1-1” or “District”) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code through the passage of resolutions by County Commissioners Courts and City Councils within the District's service area.
- 1.2. The service area of the District consists of all cities within Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties not served by another emergency communications district, as well as the cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer in Dallas County.
- 1.3. NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provision of 9-1-1 emergency communications services to all jurisdictions served by the District.

ARTICLE II: BOARD OF MANAGERS

- 2.1. NCT9-1-1 shall be governed by a Board of Managers (hereinafter the “Board”), consisting of elected officials. Each member county may have one Board member, with the exception of the largest county by population, which may have up to six Board members. In addition, one Board member will represent all member cities located in Dallas County. Each Board member shall represent an entity that serves as a Public Safety Answering Point (PSAP). The Board shall be comprised of a maximum of 19 members.
- 2.2. The County Judge of each member county has responsibility to notify NCT9-1-1 of their Board member appointment, except that each member city in Collin County with a Public Safety Answering Point (PSAP) shall be responsible for notifying of its Board member’s appointment and the member cities in Dallas County shall be responsible for mutually agreeing to and notifying of their Board member’s appointment. Each Board member's term of office shall be two years. Terms will be staggered with half of the initial Board serving a one-year initial term. The length of a Board member’s initial term will be determined by a lottery process at the first regularly scheduled meeting. Board members may serve multiple terms.
- 2.3. Regular meeting attendance is expected of Board Members. It is the responsibility of each jurisdiction with a serving Board member(s) to encourage and ensure attendance.
- 2.4. Vacancies occurring during the regular term of a Board Member will be filled for the remainder of the term through appointment consistent with Article 2.2. herein.
- 2.5. The Board shall meet at least quarterly and may meet more frequently as it determines necessary. Meetings will be held at NCT9-1-1 offices. Additional meetings may be called by the President, the Executive Director, or by written request of at least three Board members.
- 2.6. The officers of the Board shall be President, Vice-President and a Secretary, who shall be members



of the Board, and who shall be elected by the Board at its first meeting of each calendar year. Elected officers shall hold office for one (1) year, said term to begin immediately following the aforementioned meeting and continuing until the next election or until such time as a replacement has been duly elected. If both the President and Vice-President are absent at any meeting, Board Members in attendance shall designate a presiding officer pro tem. The President or other presiding Board Member shall vote only in case of a tie.

- 2.7. One-third (1/3) of the appointed Board members shall constitute a quorum for the transaction of business.
- 2.8. The Board shall appoint a technical advisory committee comprised of staff members from the public safety community within the District. Management level experience is preferred. The Board shall be empowered to appoint additional committees as deemed necessary to carry out Board business.
- 2.9. NCT9-1-1 is subject to, and shall operate in accordance with, the Texas Public Information Act and the Texas Open Meetings Act.
- 2.10.A Board member may be removed from his/her position on the Board for cause by a two-thirds majority vote by the total Board members.

ARTICLE III: BOARD OF MANAGERS RESPONSIBILITIES

- 3.1. The Board shall be the governing body of NCT9-1-1 and its duties shall include to name, control, and manage the district.
- 3.2. The Board shall annually adopt NCT9-1-1's strategic plan, budget, and service fee providing for current operation of the District.
- 3.3. The Board may adopt, alter or amend the policies of the District.

ARTICLE IV: ADMINISTRATION

- 4.1. In accordance with Sec. 772.609 of the Health and Safety Code, the Executive Director of the North Central Texas Council of Governments shall serve as the Executive Director of the District and be empowered to employ and compensate professional staff to perform NCT9-1-1 duties, which shall remain employees of the North Central Texas Council of Governments for all purposes
- 4.2. The North Central Texas Council of Governments shall function as the fiscal and administrative agent for the District, in accordance with Sec. 772.609 of the Health and Safety Code.

ARTICLE V: DISSOLUTION

- 5.1. The District may be dissolved by majority approval of a dissolution resolution by the Board (in accordance with Chapter 772.621 Health and Safety Code) and its duties will revert back to the North Central Texas Council of Governments.

ARTICLE VI: AMENDMENTS

- 6.1. The Board may amend these bylaws by a two-thirds (2/3) vote of the Board Members in office at a duly called meeting.
- 6.2. The proposed text of any amendment shall be furnished to all Board Members at least 10 calendar days prior to the meeting at which the amendment is to be considered by the Board.



North Central Texas Emergency Communications District

Item # 2018-12-05

Meeting Date: December 5, 2018

Submitted By: Christy Williams
Director of 9-1-1

Item Title: Resolution Designating Frost Bank as Depository

The establishment of the North Central Texas Emergency Communications District (NCT9-1-1) will result in revenues being received and expenses being paid by the District. In compliance with State law and in an effort to establish an orderly means of collecting fee income and disbursing payments for authorized expenses, the District is required to designate a depository. Staff recommends the District utilize the same depository used by the North Central Texas Council of Governments (NCTCOG), which is currently Frost Bank. The account will be secured by pledged collateral at a Federal Reserve depository consistent with the NCTCOG's investment policy. All cash handling policies and procedures established by NCTCOG shall be followed by the District with the same level of care and due diligence.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-05

RESOLUTION DESIGNATING FROST BANK AS DEPOSITORY

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, it is recommended that Frost Bank be designated as the depository institution consistent with NCTCOG's policies and procedures.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCT9-1-1 Board of Managers hereby designates Frost Bank as the depository institution for the District.

Section 2. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communications District

Item # 2018-12-06

Meeting Date: December 5, 2018

Submitted By: Christy Williams
Director of 9-1-1

Item Title: Resolutions Authorizing Participation in TexSTAR and TexPool Public Funds
Investment Pools

The North Central Texas Council of Governments (NCTCOG) utilizes public funds investment pools such as the Texas Short Term Asset Reserve Program (TexSTAR) and Texas Local Government Investment Pool (TexPool) for investing funds under its management and control. These pools are Texas local government investment pools that provide investment options focused largely on security, liquidity, and efficiency. The pools are conservative and primarily invest in U.S. government securities, repurchase agreements, and AAA-rated money market mutual funds. In its capacity as the fiscal agent of the North Central Texas Emergency Communications District, NCTCOG recommends the District join and participate in TexSTAR and TexPool.

Draft resolutions authorizing participation in TexSTAR and TexPool respectively are attached for Board consideration.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-06

**RESOLUTION AUTHORIZING PARTICIPATION IN TEXAS SHORT TERM ASSET RESERVE PROGRAM
(TEXSTAR)**

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, it is recommended the District participate in the Texas Short Term Asset Reserve Program (TexSTAR) for investment purposes.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCT9-1-1 Board of Managers authorizes participation in the Texas Short Term Asset Reserve Program (TexSTAR).

Section 2. The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, in the name of the North Central Texas Emergency Communications District.

Section 3. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



Item # 2018-12-06

RESOLUTION AUTHORIZING PARTICIPATION IN TEXPOOL INVESTMENT POOLS

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, it is recommended the District participate in the Texas Local Government Investment Pool (TexPool) and TexPool Prime (collectively the “TexPool Investment Pools”) for investment purposes.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCT9-1-1 Board of Managers authorizes participation in the Texas Local Government Investment Pool (TexPool) and TexPool Prime (collectively the “TexPool Investment Pools”).

Section 2. The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, in the name of the North Central Texas Emergency Communications District.

Section 3. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communications District

Item # 2018-12-07

Meeting Date: December 5, 2018

Submitted By: Christy Williams
Director of 9-1-1

Item Title: Resolution Approving the Fiscal Year 2019 Budget and Setting the 9-1-1
Emergency Service Fee

Prior to creation of the North Central Texas Emergency Communications District (NCT9-1-1), the Commission on State Emergency Communications (CSEC) administered the 9-1-1 program for the NCT9-1-1 program area. NCT9-1-1, having completed the requirements outlined in Chapter 772 of the Texas Health and Safety Code, is now responsible for administering 9-1-1 within its service area. The Board of Managers is required to approve an annual budget, which includes setting the amount of the 9-1-1 emergency service fee. The statute provides the following related to the fee:

1. The amount of the fee may not exceed 50 cents per month for each line.
2. The fee must have uniform application throughout the district and be imposed in each participating county or municipality in the district.
3. The fee may be imposed only on the base rate charge or the charge's equivalent, excluding charges for coin-operated telephone equipment.
4. The Board shall set the fee each fiscal year and notify each supplier in the district of any change to the fee by the 91st day after the effective date of the change.

Staff has prepared the FY 2019 budget as contained in Attachment 2 and recommends the fee amount formerly imposed by the CSEC of 50 cents per local exchange access line should remain unchanged to meet the forecasted expenditures of the District.

A draft resolution approving the FY 2019 North Central Texas Emergency Communications District Budget, including setting the 9-1-1 emergency service fee at 50 cents, is attached for Board consideration.

I will be available to answer any questions at the Board meeting.



Item # 2018-12-07

**RESOLUTION APPROVING THE FISCAL YEAR 2019 BUDGET AND SETTING THE
9-1-1 EMERGENCY SERVICE FEE**

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, staff has prepared the FY 2019 NCT 9-1-1 Budget and recommends its approval, including setting the 9-1-1 emergency service fee at 50 cents per local exchange access line.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** The NCT9-1-1 Board of Managers approves the FY 2019 North Central Texas Emergency Communications District Budget in the amount of \$9,211,593, including setting the 9-1-1 emergency service fee at 50 cents.
- Section 2.** The Executive Director and designees are authorized to receive federal, state and local funding for FY2019.
- Section 3.** The Executive Director and designees are authorized to transfer funds between programs and line items as necessary as allowed by applicable state and federal laws, regulations, and grant requirements.
- Section 4.** The Executive Director and designees are authorized to execute contracts for goods and services up to \$100,000 and to equip and provide facilities as allowed applicable state and federal laws, regulations, and grant requirements.
- Section 5.** This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communications District
Fiscal Year 2019 Fiscal Plan

	FY 2019 Budget as Approved by NCTCOG	10 Month Remaining Portion of FY 2019 Budget
Revenues		
CSEC - Service Fees	11,048,911	
Wireless		6,904,945
Landline		2,301,648
Local-Fee for Service	5,000	5,000
Total Revenue	11,053,911	9,211,593
Labor & Labor Related		
Salaries	2,386,922	1,989,100
Fringe Benefits	1,090,823	909,020
NCTCOG Indirect	615,561	512,970
Facility Charges	376,621	313,850
NCTCOG Network Svc	185,186	154,320
Travel	65,045	54,200
Total Labor & Labor Related	4,720,158	3,933,460
Other Departments		
Administration	205,000	170,830
Cost of Operations		
9-1-1 Network	1,593,308	1,327,760
Contract Services	1,030,175	858,480
Equipment Maintenance	522,888	435,740
Data Center Leases	434,025	361,690
Capital Outlay	195,000	162,500
Software	121,400	101,170
Public Education Materials	100,000	83,330
Advertising	60,000	50,000
Other Costs	193,486	161,243
Total Cost of Operations	4,250,282	3,541,913
Pass-Through to Counties	1,878,471	1,565,390
Total FY 2019 Expenses	\$ 11,053,911	\$ 9,211,593
FY 2019 Ending Fund Balance	-	-



North Central Texas Emergency Communications District

Item # 2018-12-8

Meeting Date: December 5, 2018

Submitted By: Mike Eastland
Executive Director

Item Title: Resolution Approving the Receipt of Assets and Assignment of Contracts from the North Central Texas Council of Governments

As outlined in Section 772.622 of the Texas Health and Safety Code, the North Central Texas Council of Governments (NCTCOG) may transfer to the North Central Texas Emergency Communications District (NCT9-1-1) assets acquired by NCTCOG in relation to the provision of 9-1-1 service. Staff maintains an inventory of assets utilized in the provision of 9-1-1 services and recommends NCTCOG transfer these assets to the District. In addition, staff recommends contracts for 9-1-1 related goods and services be assigned to the District over time as terms and conditions provide. The NCTCOG Executive Board is anticipated to consider the transfer of assets and assignment of contracts at its January 2019 meeting.

A draft resolution authorizing receipt of assets and assignment of contracts from the North Central Texas Council of Governments is attached for Board consideration.



Item # 2018-12-8

**RESOLUTION APPROVING THE RECEIPT OF ASSETS AND ASSIGNMENT OF CONTRACTS FROM
THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

WHEREAS, the North Central Texas Emergency Communications District (NCT9-1-1) was created pursuant to Chapter 772, Subchapter H, of the Texas Health and Safety Code as amended by the 84th Legislature, through the passage of resolutions by County Commissioners Courts and City Councils within the NCT9-1-1 service area; and,

WHEREAS, the NCT9-1-1 service area consists of Collin, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville, and Wilmer; and,

WHEREAS, NCT9-1-1 is a political subdivision of the State and carries out essential governmental functions related to the provisioning of emergency communications services; and,

WHEREAS, NCT9-1-1 is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 system for more than 40 Public Safety Answering Points within its 9-1-1 service area; and,

WHEREAS, in accordance with Texas Health and Safety Code 772.622, the North Central Texas Council of Governments (NCTCOG) may transfer to the district assets related to the provision of 9-1-1 service; and,

WHEREAS, staff recommends authorization to receive assets utilized in the provision of 9-1-1 services and assignment of contracts for 9-1-1 related goods and services from NCTCOG; and,

WHEREAS, the NCTCOG Executive Board is anticipated to consider the transfer of assets and assignment of contracts at its January 2019 meeting.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The receipt of assets utilized in the provision of 9-1-1 service and assignment of contracts for 9-1-1 related goods and services from NCTCOG be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein in the name of the North Central Texas Emergency Communications District.

Section 3. This resolution shall be in effect as of December 3, 2018.

(Name, Presiding Officer)
North Central Texas Emergency Communications District
(Work Title, Work Agency)

I hereby certify that this Resolution was adopted by the Board of Managers of the North Central Texas Emergency Communications District on December 5, 2018.

Mike Eastland
North Central Texas Emergency Communications District
Executive Director



North Central Texas Emergency Communication District

Item # 2018-12-09

Meeting Date: December 5, 2018
Submitted By: Mike Eastland
Executive Director
Item Title: Services to be Provided by the North Central Texas Council of Governments (NCTCOG) as Fiscal and Administrative Agent of the District

The North Central Texas Council of Governments (NCTCOG) is a regional planning commission created pursuant to Chapter 391 and the Local Government Code to plan for the region's future development and encourage intergovernmental cooperation. The North Central Texas Emergency Communications District (NCT9-1-1) has been created to promote enhanced public safety and increased fiscal and service efficiencies in the administration of emergency communications for Collin, Erath, Ellis, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell and Wise counties, as well as the Dallas County cities of Balch Springs, Cockrell Hill, Sachse, Seagoville and Wilmer.

As outlined in Texas Health and Safety Code Sec. 772.609, the regional planning commission for the 9-1-1 region in which the district is established shall serve as the fiscal and administrative agent for the district.

NCTCOG, as fiscal and administrative agent, will provide the following to the district:

- Accounting, financial, and reporting services including accounts payable and accounts receivable, payroll, preparation of an annual budget, management of accounts of District funds, preparation of required financial reports and arrangement of an independent audit of the District's financial records as part of the NCTCOG audit in accordance with generally accepted auditing standards. NCTCOG will provide regular financial reports to the District Board of Managers.
- Procurement coordination and consultation services
- Human Resources services including, but not limited to: recruitment, temporary staffing assistance, personnel guidance, and job description approval.
- Facilities including office space, meeting facilities and access to routine office equipment such as copiers, phones, and printers.
- Investment coordination and depository services. Also included is fund balance coordination including managing available funds for contingency, capital replacement, and local government reimbursement purposes.
- Technology Support
- Legal Services
- Insurance coordination including managing the general liability, property, and necessary 911 Board coverages.
- All staff providing services to the District, including the Executive Director, shall be NCTCOG employees subject to NCTCOG salary, personnel, benefit and retirement plans and policies.
- Additional services that are mutually agreed upon by NCTCOG and NCT9-1-1

In addition, NCTCOG's Executive Director, currently Mike Eastland, will serve as Executive Director for the district. The NCTCOG Director of 9-1-1, currently Christy Williams, will continue to serve as Director of the NCT9- 1-1 program.

I will be available to answer any questions at the Board meeting.