



NORTH CENTRAL TEXAS EMERGENCY COMMUNICATIONS DISTRICT
9-1-1 BOARD OF MANAGERS MEETING
Minutes – January 24, 2019
9-1-1 Training Center Room A
600 Six Flags Drive
Arlington, Texas

President Steve Terrell called the meeting of the NCT9-1-1 Board of Managers to order at 10:05 AM on January 24, 2019.

Members of the Board Present:

1. Stephen Terrell – President, Mayor, City of Allen
2. Jerry Stringer – Vice-President, Commissioner, Johnson County
3. Roger Deeds – Secretary, Sheriff, Hood County
4. N. Lane Akin – Sheriff, Wise County
5. Jennifer Berthiaume – Mayor Pro Tem, City of Murphy
6. Matt Coates – Sheriff, Erath County
7. Danny Chambers – County Judge, Somervell County
8. Harold Eavenson – Sheriff, Rockwall County
9. Jeff Hodges – Councilmember, City of Prosper
10. Shane Long – County Judge, Palo Pinto County
11. La'Shadion Shemwell – Councilmember, City of McKinney
12. Randy Stinson – Commissioner, Ellis County

Members of the Board Absent:

13. Pat Deen – County Judge, Parker County
14. Steven Gorwood – Mayor, City of Balch Springs
15. Hal Richards – County Judge, Kaufman County
16. Jim Skinner – Sheriff, Collin County
17. Will Sowell – Councilmember, City of Frisco

Members of the Staff Present:

18. Mike Eastland – Executive Director
19. Christy Williams – Director of 9-1-1
20. David Dean – 9-1-1 GIS Data Supervisor
21. Sherry Decker – 9-1-1 Operations Manager
22. Clay Dilday – 9-1-1 Technology Manager
23. Ken Kirkpatrick – Counsel for NCT9-1-1
24. Rodger Mann – 9-1-1 GIS Manager

25. Hilaria Perez – 9-1-1 Administrative Program Coordinator
26. James Powell – Deputy Counsel for NCT9-1-1
27. Josh Rawls – 9-1-1 Project Specialist
28. Molly Rendon – Assistant Director of Finance
29. Randy Richardson – Senior Fiscal Manager
30. LeAnna Russell – 9-1-1 Database Supervisor
31. Jessie Shadowens-James – 9-1-1 Project Supervisor
32. Jason Smith – 9-1-1 Operations Supervisor
33. Antonio Thompson – 9-1-1 Administrative Assistant

Visitors Present:

34. Charles Conley – Vice President, Mission Critical Partners
35. Pam Palmisano – Commander, Collin County Sheriff’s Office
36. Angela Williams – Dispatch Sergeant, Erath County

REGULAR SESSION

Action:

Item 1 Election of NCT9-1-1 Board Officers and Determination of Initial Terms

Christy Williams stated that the first item was the election of NCT9-1-1 Board officers and determination of initial terms. Following the initial term, elected officials will serve staggered, two-year terms but the number of terms a Board member can serve is unlimited.

Officers will be elected at the first meeting of each year. The following slate was presented for 2019:

- President – Stephen Terrell, Mayor, City of Allen
- Vice-President – Jerry Stringer, Commissioner, Johnson County
- Secretary – Roger Deeds, Sheriff, Hood County

The floor was open for additional nominations. None were presented.

Attachment A

Upon a motion from Judge Danny Chambers (seconded by Councilmember La’Shadion Shemwell), and by unanimous vote of all members presented, the Board approved the slate as presented.

Secretary Roger Deeds facilitated the lottery of terms. The following seats will serve an initial two-year term: Rockwall County, Erath County, City of Allen, Somervell County, Palo Pinto County, Kaufman County, Johnson County, City of Frisco, Collin County, and Wise County. The following seats will serve an initial one-year term: Parker County, City of McKinney, Navarro County, Cities of Dallas County, Ellis County, Hunt County, City of Prosper, City of Murphy, and Hood County.

Item 2 Resolution Adopting NCT9-1-1 Policies

Christy Williams asked for approval of the following policies which are above the staff level and may have involvement from some cities and/or counties.

- a. Board of Managers Travel

- b. Ransomware
- c. Unmanned Aerial System Flight Operations
- d. Training Cancellations
- e. Use of Funds

Based on a request from the Board, Christy Williams will have 9-1-1 staff develop additional guidance on selecting priority for Board travel and will present to the Board at a later date.

Attachment B

Upon a motion from Judge Danny Chambers (seconded by Sheriff Harold Eavenson) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 3 Resolution Approving the NCT9-1-1 Fiscal Year 2019 Strategic Plan

Christy Williams presented the Fiscal Year 2019 Strategic Plan for approval. The Strategic Plan is an annual exercise in which staff determines the goals, objective and corresponding projects for the upcoming fiscal year. The projects in this plan are tied to budget numbers previously approved by the North Central Texas Council of Governments and the Commission on State Emergency Communications (CSEC). The Strategic Plan is the narrative that explains how the budgeted dollars will be spent.

Commissioner Jerry Stringer requested further review of the GIS maintenance model but requested that the Board move forward with approval of the plan. Christy Williams did a high-level explanation of the plan for those unfamiliar. Rodger Mann, 9-1-1 GIS Manager, will make a presentation at the March meeting regarding the maintenance model.

There was a discussion of what is required to add an item to the agenda. LeAnna Russell, 9-1-1 Data Supervisor, will serve as a liaison and a Board member may present requests for items to be added to the agenda. There will be a deadline for submitting requests. Initially, one request will be sufficient but that may be revisited by the Board in the future.

There was discussion regarding Board liability in relation to 9-1-1 outages. Legal counsel for NCT9-1-1 explained that there are both statutory and insurance protections that apply to the Board.

Attachment C

Upon a motion from Sheriff Roger Deeds (and seconded by Councilmember Jeff Hodges) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 4 Resolution Authorizing an Agreement with the Texas 9-1-1 Alliance

Christy Williams asked the Board to authorize an agreement with the Texas 9-1-1 Alliance. She presented an overview of the change from having CSEC as a resource to the District world. The Texas 9-1-1 Alliance provides services for any joint issues in 9-1-1: legal, lobbyists, national standards, etc.

Upon a motion from Councilmember La'Shadion Shemwell (and seconded by Mayor Pro Tem Jennifer Berthiaume) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 5 Resolution Authorizing FY 2019 Agreement with Public Safety Answering Point Entities

Christy Williams asked the Board to authorize agreements with the Public Safety Answering Point Entities within our service area. She presented the history of these interlocal agreements which originally were required by CSEC. Staff recommends continuing these agreements which outline the responsibilities of both parties, the PSAP and NCT9-1-1. In the past, the agreements were sent out biannually. The previous biannual agreement was extended because of the District formation so staff committed to sending out a new agreement once the district was created. The term of the agreement will expire September 30, 2019, and will be executed in two-year increments going forward.

Upon a motion from Sheriff Harold Eavenson (and seconded by Councilmember La'Shadiion Shemwell), the Board approved the resolution with a vote of 16 for and one abstention.

INFORMATIONAL ITEMS

Item 6 Director of 9-1-1 Report

1. Christy Williams presented information about the Strategic Advisory Committee including the roles and responsibilities of the committee. 9-1-1 staff are currently slating considerations for Board approval. Former members of the Regional Advisory Committee not eligible to serve on the 9-1-1 Board of Managers will be included. In addition, there will be representation from different factions including: police, fire, emergency services, emergency management, and PSAPs. Any recommendations can be sent to LeAnna Russell.
2. Correspondence to the 9-1-1 Board of Managers will come primarily from Christy Williams.
 - a. The request was made for Board members to ensure emails from the program are unblocked.
 - b. The request was made to include on the Board profile sheet any additional staff who should be included on correspondence.
 - c. Board members will also be included on newsletters and outage notifications.
3. For future meetings, only electronic Board packets will be provided. The Board agreed to bring their own devices or print the packets.
4. The previous Regional Advisory Committee Vice-Chair, Judge Bruce Wood, received the 9-1-1 Government Leader award from the 9-1-1 Institute and will travel to Washington, D.C. to accept his award.

OTHER BUSINESS

Item 7 Determine FY 2019 Board of Managers Meetings Dates/Times

The Board of Managers will meet on the following dates during 2019: March 7, June 6, September 5, and December 5.

Item 8 Other Business

1. Guidance was requested related to open meetings requirements and discussing items outside of the 9-1-1 Board of Managers meetings. Legal counsel for NCT9-1-1 advised that the amount

constituting a quorum should not gather outside of the Board meetings to discuss NCT9-1-1 business.

2. There was a discussion of which areas of the PSAP agreements were of concern to some entities.
3. Additional information was requested regarding the December 28, 2018, outage. Christy Williams provided information on the nationwide outage and clarification that it was outside of the 9-1-1 system but affected 9-1-1 service.

A motion to adjourn was made by Sheriff Harold Eavenson (and seconded by Councilmember La'Shadion Shemwell). There being no other business, President Steve Terrell adjourned the meeting at 11:05 AM.

Approved by:



Stephen Terrell
President, NCT9-1-1 Board of Managers
Mayor, City of Allen

Reviewed by:



Roger Deeds
Secretary, NCT9-1-1 Board of Managers
Sheriff, Hood County