



NORTH CENTRAL TEXAS EMERGENCY COMMUNICATIONS DISTRICT

9-1-1 BOARD OF MANAGERS MEETING

Minutes – March 9, 2022

9-1-1 Training Center Room A

600 Six Flags Drive

Arlington, Texas

Vice-President, Jeff Hodges called the meeting of the NCT9-1-1 Board of Managers to order at 12:32 PM on March 9, 2022.

Members of the Board Present:

1. Jeff Hodges – Vice-President - Councilmember, City of Prosper
2. Hal Richards – Secretary, County Judge, Kaufman County
3. N. Lane Akin – Sheriff, Wise County
4. Jennifer Berthiaume – Councilmember, City of Murphy
5. Danny Chambers – County Judge, Somervell County
6. Terry Garrett – Sheriff, Rockwall County
7. Chris Schulmeister – Councilmember, City of Allen
8. Randy Stinson – Commissioner, Ellis County

Members of the Board Absent:

1. Roger Deeds – President, Sheriff, Hood County
2. Matt Coates – Sheriff, Erath County
3. Kerry Crews – Judge (JOP), Hunt County
4. Dr. Gere' Feltus – Councilmember, City of McKinney
5. Darrell Hale - Commissioner, Collin County
6. Shane Long – County Judge, Palo Pinto County
7. Eddie Perry – Commissioner, Navarro County
8. Mike White – Commissioner, Johnson County

Members of the Staff Present:

1. Mike Eastland – NCTCOG Executive Director
2. Christy Williams – Director of NCT9-1-1
3. Kari Gamez – 9-1-1 Sr. Administrative Assistant
4. Steven Gorena – 9-1-1 Field Support Supervisor
5. Ken Kirkpatrick – Counsel for NCT9-1-1
6. Maggie Lira – NCTCOG Controller
7. Norman Marquart – NCTCOG Fiscal Manager
8. Monte Mercer – NCTCOG Deputy Executive Director
9. Hilaria Perez – 9-1-1 Administrative Program Coordinator
10. James Powell – Deputy Counsel for NCT9-1-1
11. Molly Rendon – NCTCOG Director of Administration
12. Randy Richardson – NCTCOG Assistant Director of Finance
13. LeAnna Russell – 9-1-1 Database Manager
14. Jessie Shadowens-James – 9-1-1 Strategic Services Manager
15. Jason Smith – 9-1-1 Operations Manager

REGULAR SESSION

Action:

Item 1 Election of NCT9-1-1 Board of Managers Officers

In accordance with Section 2.6 of the North Central Texas Emergency Communications District (NCT9-1-1) Bylaws, the officers of the Board shall be President, Vice-President, and Secretary, who shall be elected by the Board at the 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 a replacement has been elected. If both President and Vice-President are absent at any meeting, Board members in attendance shall designate a presiding officer pro tem. A summary of officer duties includes:

President

- Attend all Board of Managers meetings
- Oversee Board of Managers meetings
- Call special meetings as necessary

Vice-President

- Attend all Board of Managers meetings
- Understand the responsibilities of the Board President and be able to perform these duties in the President's absence

Secretary

- Attend all Board of Managers meetings
- Perform roll call and confirm the presence of a quorum at meetings
- Review Board of Managers minutes

The following individuals expressed interest in being considered for election to serve as officers for the June 2022- March 2023 year.

President – Judge Hal Richards, Kaufman County

Vice-President – Councilmember Jennifer Berthiaume, City of Murphy

Secretary – Sheriff N. Lane Akin, Wise County

The floor was opened for additional nominations; however, none were received.

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

Item 2 Approval of December 2, 2021, Minutes

Vice-President Jeff Hodges stated that the minutes to be approved were from the December 2, 2021, Board meeting.

Attachment A

Upon a motion by Councilmember Jennifer Berthiaume (seconded by Councilmember Chris Schulmeister) and by unanimous vote of all members present, the Board approved the minutes of the December 2, 2021, Board of Managers meeting.

Item 3 Resolution to Accept and Acknowledge Receipt of the Annual Financial Report for the Fiscal Year Ending September 30, 2021

NCT9-1-1, in accordance with requirements outlined in Chapter 772 of the Texas Health and Safety Code, is responsible for administering 9-1-1 service within its service area. Section 772.610 requires an annual report to include amount and source of receipts, expenditures and the results of an audit prepared by an independent certified public accountant. The North Central Texas Council of Governments (NCTCOG), acting as fiscal and administrative agent of the District, procured financial audit services to be completed regarding the District's FY 2021 fiscal transactions.

NCT9-1-1's Annual Financial Report, and the accompanying independent auditor's report for the fiscal year ended September 30, 2021, were presented for acceptance and acknowledgment by the District's Board of Managers. Representatives from NCTCOG's independent auditing firm, Whitley Penn, were available to review the reports with Board members.

Attachment B

Upon a motion by Judge Hal Richards (seconded by Councilmember Jennifer Berthiaume) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 4 Resolution Authorizing a Contract with AT&T for FirstNet Hardware and Services

The North Central Texas Emergency Communications District (NCT9-1-1) requested authorization to contract with AT&T FirstNet for staff cell phones, Emergency Communications Center (ECC) Long-term Evolution (LTE) wireless routers, and data connections for a period of eight years. This term was based on the expiration date of the current DIR contract DIR-TELE-CTSA-002 that is being utilized for this procurement.

FirstNet is the nationwide public safety broadband network with services and solutions that are dedicated to first responders and those who support them. FirstNet is a government-contracted network that is held accountable to high standards of service including coverage buildout and network reliability.

A draft resolution authorizing a contract with AT&T FirstNet in an amount not to exceed \$400,000, was attached for Board consideration.

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

Item 5 Resolution Authorizing a Grant Agreement with Commission on State Emergency Communications (CSEC) for Next Generation 9-1-1

Last summer, the Texas Legislature appropriated nearly \$150 million statewide in federal stimulus dollars to be utilized for next generation 9-1-1 services. The Commission on State Emergency Communications (CSEC) is responsible for the award and administration of these funds to eligible 9-1-1 entities. Currently, it is anticipated that NCT9-1-1 will receive approximately \$9 million as part of its grant request.

The source of these grant funds is federal, which NCT9-1-1 has not previously utilized. As required under 2 C.F.R. 200.318, a non-federal government entity that receives federal funds is required to have and use documented procedures that conform to the standards in 200.317 to 200.327. Fortunately, the North Central Texas Council of Governments (NCTCOG) serves as NCT9-1-1's fiscal and administrative agent, and NCTCOG is experienced in federal grant requirements and compliance. However, for the sake of clarity and to ensure grant eligibility, staff recommends NCT9-1-1 adopt NCTCOG's Purchasing Policies and Procedures.

A draft resolution authorizing a grant agreement with the Commission on State Emergency Communications (CSEC) for Next Generation 9-1-1, which includes adopting NCTCOG's Purchasing Policies and Procedures, was attached for Board consideration.

Upon a motion by Councilmember Jennifer Berthiaume (seconded by Sheriff N. Lane Akin) and by unanimous vote of all members present, the Board approved the resolution as presented.

INFORMATIONAL ITEMS

Item 6 Quarterly Financial Report

Norman Marquart presented the Quarterly Financial Report.

Attachment C

Item 7 Director's Report

The Board was informed that no ECC operational or staffing requests were submitted for consideration as part of the FY2023 budget.

The Board of Managers officers were recognized for their service during the previous year.

- Roger Deeds, President
- Jeff Hodges, Vice-President
- Hal Richards, Secretary

NCT9-1-1 staff celebrating milestone anniversaries were recognized.

- 5 Years: Brittany Burross and David Dean
- 10 Years: Rodger Mann and Hilaria Perez
- 20 Years: Clay Dilday
- 30 Years: Christy Williams

Culture Champion – Kasey Cox was chosen as the Culture Champion for the first quarter of 2022. Kasey exhibited the NCT9-1-1 values of commitment, collaboration, and public service.

Attachment D

The following positions on the Board are currently vacant: Dallas County cities, City of Frisco, and Parker County.

Accomplishments and Achievements – NCT9-1-1 accomplishments were reviewed for the period December 2021 – February 2022.

Attachment E

Quarterly Reporting – Quarterly reporting for the previous quarter was included for review.

Attachment F

Attendance – Attendance from the previous Board meetings was included for review.

Attachment G

OTHER BUSINESS

Upon a motion by Councilmember Jennifer Berthiaume (seconded by Commissioner Randy Stinson) and by unanimous vote of all members present, the meeting was adjourned at 1:11 PM.