

**BRISTOL TENNESSEE
EMERGENCY COMMUNICATIONS DISTRICT
BOARD OF DIRECTORS' MEETING
June 15, 2016**

ITEM 1. Roll Call

All present except Todd Muncy. Virginia Smelser and A.D. Jones were also present.

ITEM 2. Recognize Guests

There were no guests in attendance.

ITEM 3. Minutes of Previous Meeting – May 18, 2016

Tim Eads made a motion, seconded by Jim Messimer, to approve the minutes from the May 18, 2016 meeting. All voted in favor.

ITEM 4. Financials

A. Receipts & Expenditures

The receipts were passed to each board member for their review.

B. Treasurer's Report

David Warren presented the monthly budget report, the monthly financial report, and the balance sheet. Tim Eads made a motion, seconded by Dwayne Honaker, to approve the reports as presented. Roll call vote: Eads – yes, Elliott – yes, Honaker – yes, Messimer – yes, Muncy – absent, Wade – yes, Warren – yes. Motion passed.

C. Request to Adjust Budget Line Items

There are no line items that require an adjustment.

ITEM 5. Old Business

A. Report on Operations & Equipment

1. Overview of Operations

a. Daily Operations

The call volume has been up over the past month. Overall, operations are going well.

b. Update on Total Response

The protocol system has been in use now for several months and working well. Staff is in the process of doing some customization of the protocols to enable easy access by the dispatchers to any specific call handling protocols for our jurisdiction.

c. Personnel

Katelin Fitzpatrick has been released from training. Emily Monroe has about a month before her release. With the transfer of Penny Durham to records, we currently have one opening in dispatch. Testing was completed in January. Last week the top ten

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applicants were contacted and verified they were still interested in the position. We are in process of scheduling interviews.

- d. Update on Next Gen 911 Equipment
There have been no changes in the equipment since the last meeting. There is a meeting with the State and the vendors set for early July.
- e. Update on Aurora Stats
Mrs. Smelser has been in contact with Century Link about the beta testing of the Ecats software. She expects the testing to begin by the end of July.
- f. Update on Pictometry
Staff is in process of connecting the Pictometry mapping with our current Geocomm product. This should be completed by the end of June.

- B. Statistics
Mrs. Smelser gave the monthly report on statistics.

- ITEM 6. New Business**
- ITEM 7. Discussion Items**
- ITEM 8. Other Matters**
- ITEM 9. Citizens and Delegations Presentation**
- ITEM 10. Next meeting July 20, 2016**