

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
Minutes of 9/16/2015

Prior notice of this regularly scheduled meeting of the Alabama 9-1-1 Board was given in accordance with the Alabama Open Meetings Act.

The Chairman, Ernie Blair, could not be present for the meeting; Vice Chairman, Fred Johnson, presided over the meeting.

The roll was called as follows by the Board Secretary/Treasurer, Alan Campbell.

Ernie Blair, Chairman	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Alan Campbell, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chris Heger	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Wayne Hutchens	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Fred Johnson, Vice Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Betty Sanders	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Donnie Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Robert Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chad Sowell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established. Mr. Johnson called the meeting to order at 10:01 a.m. and expressed the desire to move expeditiously through the meeting in an effort to cover all topics and allow for thorough discussion.

Mr. Johnson called for unanimous consent for the adoption of the agenda with modification to the order of some of the items listed, specifically to move the committee reports to coincide with discussion of the Strategic Plan. There were no objections; therefore, adoption of the agenda was so ordered.

Mr. Johnson called for unanimous consent for the approval of the minutes from the July 15, 2015 Board meeting. There were no objections and the adoption of the minutes was so ordered.

Mr. Johnson asked for guest introductions.

Expenses

Secretary/Treasurer Alan Campbell presented the Board's expense reports for August with office expenses totaling \$14,514.38, ANGEN expenses totaling \$54,748.40, contract expenses totaling \$17,680.73, and committee and board member expenses totaling \$2,325.81. Mr. Campbell then presented the Board's expense reports for September with office expenses totaling \$11,009.03, ANGEN expenses totaling \$58,505.00, contract expenses totaling \$19,417.44, and committee and board member expenses totaling \$303.35. In summary, August's expenses totaled \$89,269.32 and September's expenses totaled \$89,234.82. Mr. Campbell recommended approval of all expenses. Mr. Johnson asked for unanimous approval of the expense report and for the authorization to pay those expenses. There were no objections and the approval of the report and expenses was so ordered.

Executive Director's Report:

Financial Statements: The Board's Executive Director Jason Jackson reported that the financial reports were located in the board's packet behind tab 6 and reviewed the total assets and liabilities, total revenue and expenses, total ECD cash in bank escrow, and payments to ECDs for July and August of 2015. Mr. Jackson requested approval of the financial statements. Mr. Johnson called for unanimous consent for the approval of the financial statements. There were no objections and the approval was so ordered. Mr. Jackson then called the board's attention to the most recent connections report which is trending close to what is expected.

Cost Recovery: Mr. Jackson then informed the Board that there were two carriers that submitted revisions to their previously approved cost recovery plans, but that they each fell within their own initial plans. Cost Recovery reimbursements for September 30, 2015 that were requested and paid in September are as follows:

Cellular South	\$ 19,429.58	(Phase I – recurring)
Pine Belt	\$ 1,208.58	(Phase I – recurring)
<u>SouthernLINC</u>	<u>\$105,929.52</u>	<u>(Phase I – recurring)</u>
Phase I Total	\$126,567.68	
Cellular South	\$ 45,028.60	(Phase II – recurring)
Pine Belt	\$ 19,910.00	(Phase II – recurring)
<u>SouthernLINC</u>	<u>\$ 19,759.53</u>	<u>(Phase II – recurring)</u>
Phase II Total	\$ 84,698.13	

Mr. Jackson sought approval of the plan revisions and then payment of the cost recovery reimbursements. Mr. Johnson called for unanimous consent on the approval of revisions as well as cost recovery reimbursements. There were no objections and the approvals of both were so ordered.

Training Update: Mr. Jackson informed the Board that two of the four training classes being offered around the state had been completed and thus far had been well received and were under budget.

Attorney General's Opinion: Mr. Jackson relayed to the Board that a letter from the Attorney General's office had been received by General Counsel, Jim Sasser, in response to his submission on the Board's behalf for an opinion on questions raised about the municipalities forming new ECDs within existing ECDs. After a brief elaboration on the response by Mr. Sasser to the Board, John Nettles made a motion that the AG's response be relayed to the original requestor; it was seconded by Chris Heger. There was no further discussion. A vote was taken and the motion was carried unanimously.

Sunset Review: Mr. Jackson then relayed to the Board the time and location of the upcoming meeting of the Sunset Committee (i.e. Thursday, October 22, 2015, 9:00 a.m., Joint Briefing Room, 8th floor, Alabama State House). He informed the Board that per the memo received in the office that they should all be present at this meeting and be prepared to address the committee and answer any questions regarding the Review of Operations performed by the Department of Examiners of Public Accounts. Mr. Jackson told the Board that in the timeframe that was examined, October 2012 through September 2014, there were just a few minor potential "findings" mentioned and questions raised. These had to do with the formatting of meeting minutes, details on travel expense sheets, and board member liability insurance.

ANGEN Update: Mr. Jackson updated the Board on the latest ANGEN call statistics and provided the details (i.e. Wednesday, October, 21, 2015, Time TBD, 1 Commerce Street, Montgomery, AL) for an upcoming meeting to be steered by 911 Authority, LLC for all parties interested in the ANGEN project, specifically the RFP. Mr. Jackson then discussed his position on delaying the hiring of an ANGEN project manager until there is a more established timeline and definitive direction on the project as a whole agreeable to all 9-1-1 stakeholders.

Contracts: It was brought to Mr. Jackson's attention that the contracts contained within tab 11 had been skipped, so the Board returned to that tab to discuss its contract with "ELLISON 911 CONSULTING LLC" and "MDA Professional Group, P. C." After some discussion on both and the changes to each, Mr. Jackson recommended that they both be approved. Donnie Smith made a motion to approve the Ellison Consulting contact; it was seconded by Chad Sowell. There was no further discussion. A vote was taken and the motion was carried unanimously. Wayne Hutchens made a motion to approve the MDA accounting contact; it was seconded by Robert Smith. There was no further discussion. A vote was taken and the motion was carried unanimously.

Strategic Plan and Committee Reports: Mr. Jackson presented to the Board a strategic plan authored by the Board's staff. The plan was inclusive of a letter to the Board as well as proposed mission statement, core values, strategic goals, reports and analysis, and keys to implementation. The appendices contained organizational charts and budgets through fiscal year ending 2018 accompanied by several human resource-type documents obtained from the State of Alabama Personnel Department. There was much discussion.

Evelyn Causey, as chair of the Finance and Grants Committee, provided a committee report to the Board from the meeting held earlier this date; the meeting's agenda included contracts up for renewal and the upcoming year's budget. As previously mentioned, the contracts discussed within the committee meeting were approved by the Board. Regarding the budget, Ms. Causey

informed the Board that it was the Committee's recommendation to table the budget until the Strategic Plan could be presented and discussed by the Board and more is determined about the direction of the office over the next few years. Mr. Johnson called for unanimous consent to defer approval of the budget to the next board meeting. There were no objections and the postponement of budget approval was so ordered.

Mr. Johnson, as chair of the Evaluation and Personnel Committee, then presented the Board with the committee's report from their previous day's meeting for adoption by the Board. The report contained two recommendations to the Board. The first recommendation was for the authorization of two positions, an administrative assistant and a data analyst, at an appropriate pay grade to be determined by the Executive Director for the express purpose of meeting the administrative and data analysis requirements required by the statute and specifically indicated by the need to furnish timely and accurate data to 1) the AAND and the 9-1-1 community at large that will be needed in resolving questions as to the eventual funding of the ANGEN project and 2) the legislature and all other stakeholders regarding the future of funding for the State's 9-1-1 infrastructure in general. The second recommendation was to acknowledge the outstanding performance of the Executive Director and his staff and the appropriateness of his relationships and service to the various ECDs, to other state and federal agencies, and to the national 9-1-1 community as well as grant authorization that effective on or after October 1, 2015, the Executive Director and Deputy Director be reclassified respectively to pay scales equivalent to State Grades 88, Step 7 (\$108,065 annually) and 86, Step 4 (\$86,390). After some discussion, Alan Campbell made a motion to divide the committee report into two separate parts, which was seconded by Donnie Smith. There was no further discussion. A vote was taken and the motion was carried unanimously.

Mr. Johnson then presented the first portion of the report regarding the authorization of two positions for adoption; Melissa Dove made a motion to postpone the adoption of the report until the next meeting, which was seconded by Roger Wilson. Mr. Johnson reminded the Board that they were to only consider the first portion of the report, not the report as a whole. Melissa Dove then amended her motion to postpone the authorization of two additional employees, which was then seconded by Chad Sowell. There was much discussion; ultimately, a vote was taken and the motion carried unanimously. Mr. Johnson then presented the second portion of the report regarding classification of pay for adoption; Donnie Smith made a motion for pay raises retroactive to an appropriate anniversary, if applicable, and Wayne Hutchens seconded. There was discussion among the Board and Mr. Johnson reminded them of the recommendation to reclassify both the Executive Director and Deputy Director. Mr. D. Smith wished for the reclassification to be included in his motion, which was again seconded by Mr. Hutchens. There was no further discussion at the point. A vote was taken and the motion to reclassify both positions and apply any applicable or appropriate retroactive pay due was carried with Mr. Wilson voting nay.

The floor was given back to Ms. Causey to present the Board with the Finance & Grant Committee's report from their September 2, 2015 meeting regarding the Board's inaugural grant cycle. Donnie Smith exited the meeting at 11:42 a.m. Ms. Causey explained the evaluation and deliberation process, ending with the committee's recommendation to grant the amount requested by applicant GC1-2015-007 in the amount of \$110,800.00 and to roll over any

remaining funds from Grant Cycle 1 to the upcoming cycle scheduled for later this year because the applications showed that larger amounts of funding would be helpful in facilitating some of these much needed projects. Roger Wilson made a motion to award the grant as recommended by the committee; Chris Heger seconded. A vote was taken and the motion was carried unanimously. Mr. D. Smith reentered the meeting during the vote at 11:44 a.m. and requested that the record reflect that he had abstained from this vote. Board members requested to be informed of the identity of applicant GC1-2015-007; they were informed that applicant GC1-2015-007 is Pickens County ECD.

Public Comments:

It was requested by Bill Brodeur that the Strategic Plan be posted on the Board’s website for review by AAND, while others in the audience requested review of the documents on their own behalf. The Board agreed to post the text of the plan without appendices, such as the budget, since the plan or portions thereof were not adopted. The Board set a tentative work session for the afternoon of October 22nd. It was announced that the next board meeting will be at 10:00am on November 18th. There were no additional comments.

Executive Session:

Based on advice from counsel, Chris Heger made a motion to go into Executive Session for 15 minutes to discuss with their attorney the legal ramifications of and legal options for pending litigation. Donnie Smith seconded. The following roll call vote was taken:

- | | |
|----------------|---|
| Ernie Blair | <input type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input checked="" type="checkbox"/> Absent |
| Alan Campbell | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Evelyn Causey | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Melissa Dove | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Chris Heger | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Wayne Hutchens | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Fred Johnson | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| John Nettles | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Betty Sanders | <input type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input checked="" type="checkbox"/> Absent |
| Donnie Smith | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Robert Smith | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Chad Sowell | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |
| Roger Wilson | <input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent |

The motion was carried unanimously and the Board meeting moved to Executive Session at 11:49 a.m.


The Board reconvened at 12:00 p.m. Roger Wilson made a motion to retain the services of Badham and Buck; Alan Campbell seconded. There was no discussion. A vote was taken and the motion was carried unanimously.

Mr. Johnson called for unanimous consent for the adjournment of the September 16, 2015 Board meeting. There were no objections and the adjournment of the meeting was so ordered at 12:01 p.m.

Approved this 6th day of NOVEMBER, 2015



SECRETARY/TREASURER



CHAIRMAN

MEETING SIGN-IN SHEET

Agency: **Alabama 9-1-1 Board** Date/Time: **September 16, 2015 @ 10:00 AM**
 Chairman: **Ernie Blair** Location: **1 Commerce Street, Montgomery, AL 36104**
 Type: **Regular** Purpose: **Monthly Board Meeting**

Name	Title	Agency/Company	Phone	E-Mail
John Schreiner	Director	CenturyLink	334-531-8985	john.j.schreiner@centurylink.com
Lon Jones	Contractor	City of Enterprise	334-448-2600	lon@enterpriseal.gov
Alexa Brown	Communications Administrator	City of Auburn	(334) 501-3101	albrow@auburnalabama.org
Victor Kennedy	Director	Talladega County 911	256-241-8119	vkennedy@talladega911.org
David Gleason	RAM	TCSS	802.473.205	dgleason@telecom55.com
LARRY FISHER	Director	City of Montgomery	334-240-4111	lfisher@montgomeryal.gov
Melinda Chandler	Chief of Staff	City of Montgomery	334-240-4108	mchandler@montgomeryal.gov
Rod Coleman	Director	Tuscaloosa Co 911	205-444-8284	rcoleman@tuscaloosa.com
Spina Malden	Revenue Examiner	ADDR	334-353-8155	laura.malden@revenue.alabama.gov
Melissa Carpenter	Auditing 911	Director	334-595-0691	melissa.carpenter@epille.com
Randa Neffert	Services	Motorola	7146103715	randan@motorola.com
Roger Humphrey	Advising	Williams & G 911	(256) 734-0111	roger@williamsandg.com
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Caleb Brack Director Blant 9-1-1 205-625-4111 Caleb@blant911.org

