

**BRISTOL TENNESSEE  
EMERGENCY COMMUNICATIONS DISTRICT  
BOARD OF DIRECTORS' MEETING  
April 18, 2018**

**ITEM 1. Roll Call**

Wade-p                      Eads-a/e              Elliot-p                      Honaker-p  
Messimer-p              Miller -p              Warren-p

**ITEM 2. Recognize Guests**

**ITEM 3. Minutes of Previous Meetings – March 18, 2018**

Jim Messimer made a motion, seconded by Dwayne Honaker to approve March 18, 2018 minutes. All voted in favor

**ITEM 4. Financials**

A. Receipts & Expenditures

All receipts were passed to each Board member for their review and the proper signatures.

B. Treasurer's Report

David Warren reviewed the balance sheet, monthly financial and monthly budget reports. Wallace Elliot made a motion, seconded by Jim Messimer to approve the reports as presented. Roll call vote: Eads – A, Elliott – yes, Honaker –yes, Messimer – yes, Miller-yes, Wade – yes Warren – yes. Motion passed.

**ITEM 5. Old Business**

A. Report on Operations & Equipment

1. Overview of Operations

a. Daily Operations

All equipment is in good operational order and have had no major issues other than the hard drive on console 1 needs to be replaced by IT.

b. Personnel

Two new employees, Kim Chapman and Brittany Harris are doing well in training. One applicant, Susan Olive will be signing an offer letter soon.

B. Statistics

Lt. Antonino reviewed the month of March stats

**ITEM 6. New Business**

A. Second reading of 2018-2019 budget

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Lt. Shaun Antonino proposed the second reading of the FY 2018-2019 budget to the board.

Wallace Elliot made a motion, seconded by David Warren to approve the FY 2018-2019 budget. Roll call vote: Eads – A, Elliott – yes, Honaker –yes, Messimer – yes, Miller-yes, Wade – yes Warren – yes. Motion passed.

**B. Interlocal Agreement Formula**

The board was presented the 2018-2019 Interlocal Agreement with the City of Bristol Tennessee. Dwayne Honaker made a motion, seconded by Harry Miller to approve the FY 2018-2019 Interlocal Agreement. Roll call vote: Eads – A, Elliott – yes, Honaker –yes, Messimer – yes, Miller-yes, Wade – yes Warren – yes. Motion passed.

**ITEM 7. Discussion Items**

**A 911 calls to admin lines.**

Lt. Antonino followed up to Chief Wade's question concerning the transfer of 911 calls to the admin lines. CenturyLink advised that during a scheduled maintenance, we can request our trunks to be placed into busy mode for an immediate transfer of 911 calls. For non maintenance issues, it will take approximetly 24 seconds to transfer.

**ITEM 8. Other Matters**

**ITEM 9. Citizens and Delegations Presentation**

**ITEM 10. Next meeting May 16, 2018 in the Police Conference Room, 801 Anderson Street, Bristol, TN**