

**BRISTOL TENNESSEE  
EMERGENCY COMMUNICATIONS DISTRICT  
BOARD OF DIRECTORS' SPECIAL CALLED MEETING  
June 17, 2021**

**ITEM 1. Roll Call**

Eads-a/e	Elliot-p	Honaker-p	Messimer-a/e
Ring-p	Wade – p	Jones - p	

**ITEM 2. Recognize Guests**

No guests present

**ITEM 3. Minutes of Previous Meetings for May 19, 2021**

Minutes approved as presented.

**ITEM 4. Financials**

A. Receipts & Expenditures

B. Treasurer's Report

Ms. Key reviewed the balance sheet, monthly financial and monthly budget reports. Bank statements and reconciliations were presented. No journal entries for the month of May. David Ring made a motion, seconded by Wallace Elliott to approve the report as presented. Roll call vote as follows: Eads – a/e, Elliott – yes, Honaker – yes, Messimer – a/e, Ring – yes, Wade – yes. Motion passed.

**ITEM 5. Old Business**

A. Report on Operations & Equipment

1. Overview of Operations

a. Daily Operations - Things are going well right now. Motorola has made a couple of updates to the equipment to address the issues with the gateways that are causing problems with the admin lines. The issues have reduced, so hopefully the problem is resolved.

b. Personnel – We are fully staffed. 2 in training, 1 starting Monday, the 21<sup>st</sup>. We tested June 8<sup>th</sup>, will be interviewing, and doing backgrounds on the top 2, so that we have a roster to hire from.

c.

B. Statistics

Ms. Key reviewed the month of May 2021.

C. 911 Equipment – Covered in Daily Operations.

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**ITEM 6. New Business**

- A. Election of Treasurer – Chairman Wade opened the floor for nominations. Dwayne Honaker nominated David Ring. No other nominations. The vote was unanimous.
  
- B. Budget Amendment – Ms. Key presented the following line items that needed to be amendmended.
  - 1. 1308 (Capital, Equipment) – Nothing was budgeted; increase to \$250,000
  - 2. 4237 (Memberships/Dues – Admin) – Nothing was budgeted; increase to \$450
  - 3. 4247 (Training Costs – Admin) - \$500 was budgeted; increase to \$1,500
  - 4. 4424 (Cable/Internet – Communications) - \$1,000 was budgeted; increase to \$3,500
  - 5. 4430 (Language Interpreting)- \$100 was budgeted; increase to \$450
  - 6. 4431 (Maintenance Contracts) - \$25,049 was budgeted; increase to \$29,000
  - 7. 4432 (Maintenance Communications Equipment) - \$1,000 was budgeted; increase to \$8,500

David Ring made a motion to amend the budget as per the presented line items and amounts. Dwayne Honaker seconded the motion. Roll call vote as follows: Eads – a/e, Elliott – yes, Honaker – yes, Messimer – a/e, Ring – yes, Wade – yes. Motion passed.

**ITEM 7. Discussion Items**

Chairman Wade advised that it looked like there was going to be 2 openings on the board, and that Eddie Wampler, retired police chief has applied. City Council will make board appointments at their July 13<sup>th</sup> meeting.

**ITEM 8. Other Matters - None**

**ITEM 9. Citizens and Delegations Presentation - None**

**ITEM 10. Next meeting July 21, 2021 in the Police Conference Room.**