



# Jefferson County Emergency Communications

Meeting Minutes

Jefferson County 911 Emergency Communications Board

October 18, 2018

The Jefferson County 911 Emergency Communications Board convened a regularly scheduled meeting on July 19, 2018 at 1:00 p.m. in the Emergency Operations Center, 581 W Old AJ Highway, in New Market, Tennessee.

Member Colin McRae made a motion to elect Brad Phillips as Chair pro tem Billy John Cureton seconded the motion. With no objection the motion passed, and Member Brad Phillips called the meeting to order. All members were present with the exception of Member(s) Tom Maursetter, Chad Cotter, Rob Blevins, and Lee Turner

## **I. Approval of Minutes**

The minutes of the Board's July 19, 2018 meeting were reviewed. Member Billy John Cureton moved to approve the minutes. Member Mike Price seconded the motion. The Board voted in favor of adopting and approving the minutes as presented.

## **II. Financial Report**

The financial statement for the first quarter (July-September 2018) and balance sheet as of September 2018 were reviewed. Director Crowther advised revenue received totaled 275,781.03 and expenses totaled 371,859.63. The cash balance as of the September 2018 balance sheet totaled 1,167,927.69. Member Colin McRae moved to approve the financial report. Member Jeff Coffey seconded the motion. The Board voted in favor of adopting and approving the financial reports as presented.

## **III. Consider Financial Report/Audit FYE 2018**

Terry Winstead of Craine, Thompson & Jones, P.C. presented the Audit Report to the board. There were no findings in the audit report. Member Jeff Coffey made a motion to approve the Audit Report as presented. Member Colin McRae seconded the motion. The Board voted in favor of approving the audit report as presented.

**IV. Call Report Jan – Sept 2018**

Director Crowther presented the board with the call report for January – September 2018. The district processed 73,570 phone calls and 52,799 CAD incidents.

**V. Election of Officers – Chairman, Vice-Chairman, Secretary/Treasure**

The floor was opened for nomination of Chairman. Member Jeff Coffey made a motion to keep the current structure in place and make nominations at the next meeting when more board members were present. Member Colin McRae seconded the motion. The Board voted to postpone appointments until the next board meeting, keeping the current officers in place.

**VI. Election of Wrecker Committee**

Director Crowther advised the board that the Wrecker Committee is made up of the Director, Sheriff, a member of the board, a member of the wrecker companies on rotation and an alternate wrecker member. Member Mike Price offered to fill the role from the board and was confirmed by the board without any objections. Director Crowther will contact all the wrecker companies on rotation and inquire those interested in serving as a representative from the wrecker committee. Those willing to serve will be selected by a random drawing at the next board meeting.

**VII. Other Business by Director**

Director Crowther advised the board that per the request of Member Chad Cotter a document has been drafted detailing radio communication infrastructure options. This information will be presented to the Chief Law Enforcement and Fire Department Officers for discussion. Those details will be brought back to the board.

Director Crowther also informed the board that he was elected to serve on the Tennessee Emergency Number Association board of directors, as the East Tennessee Representative. The district is also working with the State Emergency Communications Board and the National Emergency Number Association to hold a training course to be offered in Jefferson City.

**VIII. Adjourned**