

COLBERT COUNTY 9-1-1 BOARD MEETING

August 13, 2013

4:00 p.m.

BOARD MEMBERS PRESENT:

Chief Dewey King
Chief Tim McMullins
Mrs. Dessie Evans
Ms. Ronda Hood
Mr. Garey Austin

OTHERS:

Mr. Mike Melton
Mr. Michael Smith

- I. **Call to order:** The Colbert County 9-1-1 Board Meeting was called to order by Chief King at approximately 4:05 p.m.
- II. **Roll Call:** All Board Members were present with the exception of Mr. Jones and Chief Blackstock.
- III. **Bid Opening:**
 - a. Bid packages were opened for the Integrity Monitoring System.
 - b. AT&T sent a “no bid” letter.
 - c. Sharp submitted a bid for \$89,902.54.
 - d. The Radio Shop submitted a bid for \$50,644.82.
 - e. Ms. Hood made a motion to allow Mr. Melton and Mr. Smith to review the submitted bids and confirm accuracy and that all bid specifications were met, and then report back at the next Board Meeting. Mrs. Evans seconded the motion. All Board Members voted in favor.
- IV. **Comments from the public:**
 - a. None.
- V. **Minutes:**
 - a. A motion was made by Mrs. Evans and seconded by Mr. Austin to accept the minutes for July 2013. All board members voted in favor.
- VI. **Financial Report:**
 - a. A motion was made by Chief McMullins and seconded by Ms. Hood to approve the financial reports for July 2013 as presented. All Board members voted in favor.
- VII. **Director’s Comments:**
 - a. AT&T Remittance Audit:
 - i. Mr. Melton reported to the Board that the Engagement Letter has been signed with Mr. Lavender to perform the AT&T Remittance Audit. Our cost-share will be \$475.76. The requested data has already been submitted to Mr. Lavender. There is no timeline on completion and it is currently unknown as to which other counties are participating in the audit.

- b. FY14 Budget:
- i. Mr. Melton informed the Board that he had made a decision not to involve Mr. Jones on the Budget Committee Hearings due to Mr. Jones' involvement with bidding on a Capital Project. He stated his reasoning was to remove any misconception of any wrongdoings.
 - ii. Mr. Melton advised that the Committee had met the previous week and had decided on a proposal for the FY14 budget to be presented to the Board. He made note that on Line Item 53300, there was a 292% overage due to an unexpected purchase of the HVAC system.
 - iii. Ms. Hood stated that the Committee used the projected revenue provided by the Alabama 911 Board to estimate funding for FY14. There was also an amount decided on to anticipate for interest received on the checking account. At this point, Ms. Hood went over, line by line, the proposed budget and gave reasons for the monetary amount.
 - iv. Mr. Melton asked the Board for permission to draw an additional \$177,535.00 from reserves to add to the proposed Capital budget, which would give enough to fund the new 911 Switch/Recorder and the Integrity System bids. After drawing this amount, the remaining amount will be 61% of the anticipated FY14 funding, which is over 6 months of operating funds.
 - v. Ms. Hood made a motion to approve the proposed FY14 Budget with the requested draw from reserves. Mr. Austin seconded the motion. All Board Members voted in favor.
 - vi. Discussion was held on creating a "reserve account" in the accounting software that would allow us to transfer unspent funds into and show reserve funding aside from the operating account. Mr. Smith will create the account and begin transferring funds into the account beginning with FY14.

VIII. **Next Meeting:** Next meeting will be Tuesday, September 10, 2013 at 4:00 p.m.

IX. **Adjournment:** At 4:40 p.m., and with no further business to discuss, Mrs. Evans made a motion to adjourn. Ms. Hood seconded the motion. All Board Members voted in favor.

	absent
Chief Dewey King, Chairperson	Mr. Kirk Jones, Vice-Chairman
	absent
Mr. Garey Austin, Secretary/Treasurer	Chief Ken Blackstock, Board Member
Ms. Ronda Hood, Board Member	Mrs. Dessie Evans, Board Member
Chief Tim McMullins, Board Member	