

COLBERT COUNTY 9-1-1 BOARD MEETING

December 10, 2013

4:00 p.m.

BOARD MEMBERS PRESENT:

Chief Dewey King
Mr. Kirk Jones
Chief Ken Blackstock
Mr. Garey Austin
Ms. Ronda Hood
Mr. Harold Kimbrough

OTHERS:

Mr. Mike Melton
Mr. Michael Smith
Mrs. Rebecca Narmore

I. Call to order:

- a. The Colbert County 9-1-1 Board Meeting was called to order by Chief King at approximately 4:05 p.m.

II. Roll Call:

- a. All Board Members were present with the exception of Mrs. Dessie Evans. A quorum was established.

III. Welcome New Board Member:

- a. A welcome was extended to new Board Member, Mr. Harold Kimbrough. Mr. Kimbrough states he looks forward to serving on the Board and working with everyone.

IV. Comments from the public:

- a. None.

V. Minutes:

- a. A motion was made by Chief Blackstock and seconded by Mr. Jones to accept the minutes for November 2013. All board members voted in favor.

VI. Financial Report:

- a. A motion was made by Mr. Austin and seconded by Ms. Hood to approve the financial reports for November 2013 as presented. All Board members voted in favor.

VII. Director's Comments:

- a. FY13 Local Audit:
 - i. Mr. Melton informed the Board that the local FY13 Audit through Leigh, King, & Associates is scheduled to be finished prior to the Christmas Holiday.
- b. Board Appointments:
 - i. Mr. Melton informed the Board that he had found out today that when the Board Members were reappointed, they should have followed the current staggering process, just adding 4 more years to their term.

- ii. Mr. Melton will do research to make sure all terms are in line like they should be.
- c. IP Switch Update:
 - i. Mr. Melton informed the Board that all equipment is in and is currently being installed. We have training ongoing currently. We are scheduled to cutover live on next Tuesday, the 17th.
- d. Integrity Monitoring System Update:
 - i. Mr. Jones advised that Gary Mitchell is currently working on putting the first kit together, and will then start installing at the dispatch center and various tower sites. He feels the project is on track to finish by the deadline.
- e. AT&T Audit Update:
 - i. Mr. Melton informed the Board that the CPA performing the AT&T Audit is still gathering the needed information from AT&T. There continues to be a waiting period.
- f. Check Signer:
 - i. Mr. Melton stated that, with the removal of Chief McMullins from the Board, we would need to remove him from being an eligible check signer, and replace him with someone else. Mr. Melton stated he felt Ms. Hood would be a good replacement due to her close proximity to our office. However, it is open for any other Board Member to be on, if they so desire.
 - ii. Mr. Jones made a motion to add Ronda Hood as an eligible check signer for our account with First Metro Bank. Mr. Austin seconded the motion. All Board Members voted in favor.
- g. Leighton PD Request:
 - i. Mr. Melton informed the Board that Leighton PD had sent a written request asking that Colbert County 9-1-1 begin performing dispatch services for Leighton Police Department. Mr. Melton feels that some other law agencies could be making the same move in the near future. He requested the Board Members' opinions. Currently, the Colbert County Sheriff's Office performs dispatch duties for Leighton Police. We have not talked with the Sheriff about the request.
 - ii. Further discussion ensued. It was the overall feeling of the Board that this would be a good pilot program by starting with such a small agency. More discussion was held on the added workload and equipment that might be required. It was decided to allow Leighton Police discuss the change with Sheriff May.
 - iii. Chief Blackstock made a motion to allow Mr. Melton to pursue the request and gather more information and report back at the next Board Meeting. Mr. Kimbrough seconded the motion. The vote passed 5-0, with Ms. Hood abstaining.
- h. Ambulance Provider Guidelines:
 - i. A draft version of the Ambulance Provider Guidelines was distributed in a previous meeting for all Board Members to go over

and report back with any changes. A copy was provided for Mr. Kimbrough due to this being his first meeting.

- ii. Ms. Hood went over what she had found to be changed from the original Minimum Standards. Discussion was also held on some additions, which included activating a reserve truck when another truck was out of town, and also having the crews call in and out of service and fax a crew lineup each day to the 9-1-1 office. Mr. Smith and Mrs. Narmore made notes of the changes.
- iii. Ms. Hood made a motion to table the process until the next meeting. Mr. Jones seconded the motion. All Board Members voted in favor.
- iv. Mr. Smith will make the changes and send Revision 2 out to the Board Members via email so they can discuss at the next meeting.

VIII. **Next Meeting:** Next meeting will be Tuesday, January 14, 2014 at 4:00 p.m.

IX. **Adjournment:** At 4:50 p.m., and with no further business to discuss, Chief Blackstock made a motion to adjourn. Mr. Jones seconded the motion. All Board Members voted in favor.

Chief Dewey King, Chairperson

Mr. Kirk Jones, Vice-Chairman

Mr. Garey Austin, Board Member

Chief Ken Blackstock, Board Member

Ms. Ronda Hood, Secretary

absent
Mrs. Dessie Evans, Board Member

Mr. Harold Kimbrough, Board Member