



**NORTH CENTRAL TEXAS EMERGENCY COMMUNICATIONS DISTRICT
9-1-1 BOARD OF MANAGERS MEETING**

Minutes – September 18, 2024
9-1-1 Training Center Room A
600 Six Flags Drive
Arlington, Texas

President, Lane Akin, called the meeting of the NCT9-1-1 Board of Managers to order at 12:30 PM on September 18, 2024.

Members of the Board Present:

1. Lane Akin (President) – Sheriff, Wise County
2. Danny Chambers (Vice President) – County Judge, Somervell County
3. Skeet Phillips (Secretary) – Commissioner, Kaufman County
4. Dr. Jene Butler – Councilmember, City of Murphy
5. Richard Franklin – Councilmember, City of McKinney
6. Darrell Hale – Commissioner, Collin County
7. Jose Hernandez – Councilmember, City of Seagoville
8. Brandon Huckabee – County Judge, Erath County
9. Jeff Hodges – Councilmember, City of Prosper
10. Brett McGuire – Sherriff, Palo Pinto County
11. Paul Paschall – Mayor, Parker County
12. Mike White – Commissioner, Johnson County

Members of the Board Absent:

1. Kerry Crews – Judge (JOP), Hunt County
2. Roger Deeds – Sheriff, Hood County
3. Terry Garrett – Sheriff, Rockwall County
4. Eddie Perry – Commissioner, Navarro County
5. Michael Schaeffer – Councilmember, City of Allen
6. Randy Stinson – Commissioner, Ellis County

Members of the Staff Present:

1. Mike Eastland – NCTCOG Executive Director
2. Monte Mercer – NCTCOG Deputy Director
3. Christy Williams – Director of NCT9-1-1
4. David Dean – 9-1-1 Strategic Services Coordinator
5. Steven Gorena – 9-1-1 Field Support Supervisor
6. Victoria Griffin – 9-1-1 Administrative Assistant
7. Maggie Lira – NCTCOG Controller
8. Norman Marquart – NCTCOG Senior Fiscal Manager
9. Kristin McKinney – 9-1-1 Visual Media Coordinator
10. James Powell – NCTCOG Deputy Counsel for Transportation
11. Randy Richardson – NCTCOG Director of Administration
12. LeAnna Russell – 9-1-1 GIS/Data Manager
13. Jessie Shadowens-James – 9-1-1 Chief Administrative Officer
14. Megan Short – NCTCOG Fiscal Manager
15. Jason Smith – 9-1-1 Operations Manager

REGULAR SESSION

Action:

Item 1 Election of NCT9-1-1 Board of Managers Secretary

Christy Williams informed Board members of a vacancy in the Secretary position and proposed Commissioner Skeet Phillips to fill the role for the remainder of the period which ends March 2025.

Upon a motion by County Judge Brandon Huckabee (seconded by Mayor Paul Paschall) and by unanimous vote of all members present, the Board approved the appointment.

Item 2 Approval of the June 12, 2024, Board of Managers Meeting Minutes

President Lane Akin stated that the minutes to be approved were from the March 13, 2024, Board meeting.

Attachment A

Upon a motion by Commissioner Skeet Phillips (seconded by County Judge Brandon Huckabee) and by unanimous vote of all members present, the Board approved the minutes as presented.

Item 3 Resolution Approving the Fiscal Year 2025 Budget and setting the 9-1-1 Emergency Service Fee

NCT9-1-1, in accordance with requirements outlined in Chapter 772 of the Texas Health and Safety Code, is responsible for administering 9-1-1 service within its service area. Per the District's bylaws, the Board of Managers is required to approve an annual budget, which includes setting the amount of the 9-1-1 emergency service fee. The statute provides the following related to the fee:

1. The amount of the fee may not exceed fifty (.50) cents per month for each line.
2. The fee must have uniform application throughout the District and be imposed in each participating county or municipality in the District.
3. The fee may be imposed only on the base rate charge or the charge's equivalent, excluding charges for coin-operated telephone equipment.
4. The Board shall set the fee each fiscal year and notify each supplier in the District of any change to the fee by the 91st day after the effective date of the change.

Staff requested Board approval for the FY 2025 budget recommending the fee amount formerly imposed by CSEC and adopted for FY 2019 - FY 2024 of fifty (.50) cents per local exchange access line remain unchanged to meet forecasted expenditures of the District.

Attachment B

NCT9-1-1 has been awarded a \$9.0 million federal grant from the Commission on State Emergency Communications (CSEC). These funds have been primarily designated to purchase equipment that will enable the District to deploy and operate next generation 9-1-1 services. The grant has a performance period from November 8, 2021, through December 31, 2026.

Upon a motion by Commissioner Skeet Phillips (seconded by Councilmember Richard Franklin) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 4 Resolution Approving the Fiscal Year 2025 Strategic Plan

NCT9-1-1 develops a strategic plan annually that outlines the proposed projects for the upcoming fiscal year, as well as forecast what projects are anticipated in the proceeding four (4) fiscal years. The strategic plan provides high-level direction for the funding of projects and reflects each of the District's teams' areas of focus for the five-year period. The District's annual budget is crafted based on the projects supplied in the plan. In accordance with the District's bylaws, the Board of Managers is required to approve an annual strategic plan.

Attachment C

Upon a motion by County Judge Danny Chambers (seconded by County Judge Brandon Huckabee) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 5 Resolution Authorizing a Contract for Fiscal Year 2025 with Mission Critical Partners, LLC, for Public Safety Strategic Consulting

NCT9-1-1 utilizes public safety consultants to complete a variety of projects for the program. Examples include, but are not limited to: network design, contingency planning, equipment installation, contract negotiation, technical requirement writing, and pre-procurement research. These consultants are utilized to supplement in-house expertise and third-party contractors.

In coordination with NCT9-1-1 Program staff, the North Central Texas Council of Governments (NCTCOG) conducted a procurement for public safety strategic consulting services and entered into contract #2019-074 with Mission Critical Partners, LLC, as part of its TXShare cooperative purchasing program in August 2019. NCT9-1-1 is able to utilize this cooperative contract which satisfied local procurement requirements.

NCT9-1-1 requested Board approval to amend the FY 2025 contract with Mission Critical Partners, LLC, in an amount not to exceed \$100,000.

Upon a motion by Councilmember Jose Hernandez (seconded by Councilmember Dr. Jene Butler) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 6 Resolution Authorizing a Contract with Motorola Solutions Inc. – 911Datamaster for Automatic Location Database Software Services

NCT9-1-1 requested authorization to enter into a contract with Motorola Solutions Inc. – 911Datamaster in order to maintain the regional E9-1-1 data during the next generation core services transition. The need for this service will be eliminated with the completion of the implementation of the new next generation core services system.

The existing agreement expires September 2024. These services are available utilizing DIR Cooperative Contract # DIR-TSO-TMP-416. A draft resolution authorizing a contract for these services in an amount not to exceed \$200,000 is attached for Board consideration.

NCT9-1-1 requested approval to enter into a contract with Motorola Solutions Inc. – 911Datamaster in an amount not to exceed \$200,000.

Upon a motion by Mayor Paul Paschall (seconded by Councilmember Richard Franklin) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 7 Resolution Authorizing Contracts for Software-Defined Wide Area Network (SDWAN)/ Secure Access Service Edge (SASE)

NCT9-1-1 requested authorization to enter into contracts for SDWAN/Secure Access Service Edge (SASE) services.

NCTCOG in its capacity as the administrative entity for NCT9-1-1, issued a Request for Proposals (RFP) for SDWAN/SASE (RFP # 2024-116) which closed on August 24, 2024. The RFP included replacement of all required hardware and professional services to remove and replace the end-of-life/end-of-service environment.

NCT9-1-1 requested approval to enter into a contract with SDWAN/SASE services in an amount not to exceed \$1,000,000.

Upon a motion by County Judge Brandon Huckabee (seconded by Commissioner Skeet Phillips) and by unanimous vote of all members present, the Board approved the resolution as presented.

Item 8 Resolution Authorizing a Contract with Rockdale County Ford, LLC (dba Caldwell Country Chevrolet-Ford) for Fleet Vehicles

The North Central Texas Emergency Communications District (NCT9-1-1) requested Board authorization to enter into a contract with Rockdale County Ford, LLC for the purchase of up to two fleet vehicles in an amount not to exceed \$140,000.

Fleet vehicles are required for various uses within the 9-1-1 program. The current fleet includes nine vehicles consisting of passenger vans and trucks. NCT9-1-1 is on a six-year replacement schedule for each fleet vehicle and the goal is to replace two vehicles each year until all vehicles have been replaced.

As part of the capital replacement schedule, NCT9-1-1 has budgeted for the purchase of two fleet vehicles during FY2025. These two vehicles are to replace existing older vehicles used by NCT9-1-1's Technology Specialists to travel within the region. In addition, these vehicles can be taken home by the Technology Specialists so that they can drive directly to sites in the event of an urgent request.

NCT9-1-1 intends to purchase these items utilizing Texas BuyBoard (Contract # 601-19).

A motion was made by Councilmember Jeff Hodges (seconded by Councilmember Richard Franklin). Ten members voted in favor of the resolution. One member, Commissioner Darrell Hale, voted against the resolution. The resolution passed as presented.

INFORMATIONAL ITEMS

Item 9 Quarterly Financial report

Megan Short presented the Financial Status Report which included the nine months ending June 2024.

Attachment D

Item 10 Conflict of Interest Overview

James Powell briefed the Board on conflicts of interest and the proper protocol for notifying staff about potential conflicts.

Item 11 Director's Report

Culture Champion – David Dean was selected as the third-quarter culture champion for NCT9-1-1.

Attachment E

Quarterly Reporting – Quarterly reporting for the previous quarter was included for review.

Attachment F

Board Attendance – Attendance from the previous Board meetings was included for review.

Attachment G

OTHER BUSINESS

Item 12 Other Business

Item 13 Adjourn

Upon a motion by Commissioner Skeet Phillips (seconded by Councilmember Jose Hernandez) and by unanimous vote of all members present, the meeting was adjourned at 1:09 PM

Next Meeting: December 02, 2024