REGULAR board meeting of the Board of Commissioners was held July 21, 2016, at the Mobile County Communications Center.

Call to Order – Chairman Bowden called the meeting to order at 8:03 am.

Approval of Minutes – Chairman Bowden brought before the Board a motion to approve the meeting minutes of June 22, 2016. Commissioner Landolt seconded, all approved.

Chairman Report – No Report

Treasurer Report – Commissioner Oliver brought before the Board a motion to approve the June 2016 Claims List. Commissioner Landolt seconded, all approved.

Personnel – Commissioner Oliver brought before the Board a motion to approve the attendance of Ruben Robinson at the APCO Annual Conference in Orlando, Florida, August 14th-17th. Commissioner McLean seconded, all approved.

Mr. McNichol explained that he and Mr. Robinson were to attend the APCO Conference, however the ACCA (Alabama County Commission Association) Annual Conference is August 16th-18th in Orange Beach, Alabama. Mr. McNichol will attend the ACCA Conference and Mr. Robinson will attend the APCO Conference.

Planning – Commissioner Landolt yields to Mr. Hartley for a response on the current EMA facility issue. Mr. Hartley gave his report later in the meeting.

Communications – Commissioner Reeves was ill and not in attendance. His request for discussion on Active 911 CAD Integration be moved to the August 11, 2016 board meeting.

Mr. Selvaratnam gave Tusa Consulting’s monthly status report. He discussed the shift in the time line, the installation schedule and announced the new cut-over date of January 2017.

Mr. McNichol explained to the Board that he, Mr. Selvaratnam and Mr. Hartley have discussed, at length, the P25, Phase II project timeline and the current delay. Mr. McNichol assured the Board that the delay was caused by issues MCCD expressed to Harris. These issues will be addressed at no cost, other than time lost, to MCCD.

Chairman Bowden is aware of communication issues with the county. Mr. McNichol said that these issues are being addressed.

Commissioner Oliver took this time to recognize and welcome audience members Mr. Marshal Gardner with Harris and Mr. Jay Ross with Mobile County.
Emergency Medical – No Report

Board Attorney – Mr. Hartley reminded the Board that during the June 22, 2016 meeting he was asked two questions regarding the current EMA facility.
1) In the March 2015 board meeting, Commissioner Stringer asked if the Commission was bound by law to purchase the current EMA facility for $1M? Mr. Hartley said the legal answer is no. The current Commission can certainly revisit the issue.
2) Is it statutory to buy real estate in this manner? The answer is yes, however it has to be in the best interest of MCCD. It has to support MCCD’s statutory charter.

If the Board wants to consider purchasing the facility, then an analysis should be done to determine if it’s in MCCD’s best interest. Should the Board consider purchasing the building, it must be determined if this is the best use of money? Is there an alternative back-up facility? Is a back-up facility needed? Commissioner Landolt recused himself from the topic as he sits on the Board of EMA and MCCD.

Chairman Bowden’s understanding, historically, the only reason MCCD was going to purchase the building on McGregor was to help the EMA with funding. Mr. Hartley stated that if ‘helping the EMA’ is the only reason for the purchase, he’s not sure that reasoning falls under MCCD’s charter and as legal counsel he has a problem with it. He explained that if money is being spent to advance an item under MCCD’s charter, it’s statutory.

Commissioner Adams informed the Board that it will take serious analysis to move him from a negative position on this issue. He finds it hard to justify having a back-up facility for $1M and feels the Board should consider other options.

Chairman Bowden questioned Mr. Robinson on whether money was currently being spent on equipment at the current EMA facility. Mr. Robinson answered affirmatively. MCCD has laptops, phone systems, radio systems and back-up systems for CAD at the McGregor facility. However, the new PSAP/phone system installation has been interrupted until it’s determined where to place back-up equipment. Mr. McNichol requested help investigating this issue further. Chairman Bowden asked Mr. McNichol whether or not MCCD needs a back-up facility? Mr. McNichol said MCCD does need a back-up facility for our equipment and back-up systems. The question becomes do we need a facility to work in. These systems must be placed off site in case of fiber cuts, etc. Commissioner Oliver believes the Board should be communicating with the County Commission if there’s a possibility MCCD’s not going to purchase the current EMA facility.

Chairman Bowden questioned the funding for the new EMA facility. Mr. Ross believes the County Commission is anticipating the $1M in funding from MCCD and the City of Mobile has committed to $500K. If MCCD is not going to purchase the current EMA facility then the County Commission will have to reconsider funding. Mr. Ross believes the cost of the new facility is $9M - $10M. Chairman Bowden and Commissioner Oliver questioned whether or not something had changed in funding as they were under the impression that the city and county were to share the cost. Mr. Ross has had conversations with the mayor about additional funding.

Commissioner Oliver asked how many 9-1-1 centers were in the state and how many of those have back-up facilities. Mr. McNichol responded, there are 88 centers in the state and roughly half of them have back-up facilities. Most centers with back-up facilities do so because they are located in ‘tornado alley’, the others because their original facility is not secure. Mr. McNichol requested a thirty day period to investigate ideas regarding a back-up / mobile command-communication facility. Commissioner Adams and Commissioner McLean volunteered to work with Mr. McNichol on this issue.

Director – Mr. McNichol briefed the Board on the Comptroller position. The position was advertised in the Mobile Press Register, al.com and on MCCD’s website. Mrs. Mary Calhoun of MCSO assisted in the vetting and interview process. Eight resumes were received and six applicants were interviewed. Ashley Carlisle was chosen as Comptroller. She has a Bachelor’s Degree in Business Administration and
Accounting. She will complete her Master’s Degree, in Finance, in December. Mr. McNichol is requesting Board approval to hire Ashley Carlisle in the position of Comptroller to start on Monday, August 1, 2016 at a salary of $60,084.00. Commissioner Adams brought before the Board a motion to hire Ashley Carlisle as Comptroller at a salary of $60,084.00. Commissioner Landolt seconded, all approved. Mr. McNichol addressed the Board on the position of a Radio Administrator/Radio Technician. Mr. McNichol is requesting additional time for research into job description and salary. He will work with Mr. Selvaratnam on position requirements. In addition, Mr. Selvaratnam will be included in the vetting and interview process. Mr. McNichol assured the Board that he does not see this position as administrative in nature. This position will maintain a radio inventory and will coordinate radio issues between agencies, contractors and vendors. This position will perform preventive maintenance in-house and on site. This position will contact and monitor Tier II and Tier III maintenance as needed. This individual will have the ability to function in an administrative capacity while performing PM work on tower and remote sites. Chairman Bowden inquired whether or not other systems, such as an AVL can be tied into the P25, Phase II. Mr. McNichol said that the P25 system has a GPS function that can be managed by the IT Department and the new radio technician. There is data feature within P25 called Open Sky, however MCCD did choose this feature. The P25 system does come with GPS functionality. Mr. Selvaratnam explained that each portable and mobile radio has GPS options. Regarding size of data, Chairman Bowden asked if the P25 system could transmit an EKG, the equivalent of a one page pdf? Mr. Selvaratnam said the P25 system will give MCCD small data capability, the equivalent of one line. Chairman Bowden would like to integrate the ability to print an EKG into the new system.

Mr. McNichol gave an overview of the FY 2016-2017 Budget to the Board:

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Mr. McNichol advised the Board that his predecessor set up a reserve account, balance $5M. This account was set up specifically for debt service payments. Mr. McNichol paid the debt service payment out of the operating account. Mr. McNichol suggested a discussion on how much needs to be maintained in the reserve account going forward. He will have more on the budget at the August board meeting.

**Old Business**

**New Business** – Commissioner Adams attended the Mobile County Commission’s June 23, 2016 meeting as a representative of the MCCD Board of Commissioners. In a brief presentation, Commissioner Adams informed the County Commission that a representative of MCCD’s Board will attend, on occasion, Mobile County Commission meetings. This in an effort to open the channel of communication between the two Commissions. Commissioner Adams expressed MCCD’s appreciation in the attendance of Mr. Ross at MCCD’s month board meetings. Mr. McNichol brought to the Board’s attention his ACCA certification classes on Open Meetings, Board Meeting Guidelines and updated by-laws and procedures. He would like to work with Commissioner Adams in an effort to update guidelines and procedures for board meetings as well as updating the by-laws for the MCCD Board.

**Announcement** – Next board meeting to be held August 11, 2016
Adjournment – Meeting was adjourned at 8:42 am.

Respectfully Submitted:

[Signature]

Stephen Bowden, Chairman

[Signature]

Dana Nelson, Recording Secretary