MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of March 10, 2016

Commissioners Attending:

Stephen Bowden  Cynthia Coleman  Trey Oliver
Richard Landolt  Jeff Reeves

Staff Attending:

Charlie McNichol, Acting Director  Jeffery Hartley, Attorney
Dana Nelson, Administrative Assistant  Nancy Lowery, HR Coordinator

The REGULAR Board Meeting of the Board of Commissioners was held March 10, 2016, at the Mobile County Communications Center.

Call to Order- Chairman Bowden called the meeting to order at 08:01 am.

Approval of Minutes- Chairman Bowden brought before the Board a motion to approve the minutes from the February 11, 2016 regular meeting, seconded by Commissioner Oliver, all approved.

Chairman Report- Chairman Bowden asked the Board for nominations or volunteers for the position of Vice-Chairman. Commissioner Landolt brought before the Board a motion to appoint Commissioner Oliver as Vice-Chairman. Motion was seconded by Commissioner Reeves, all approved.
Chairman Bowden signed a resolution declaring April 10-16, 2016 Public Safety Telecommunicator Week. The proclamation will be read at the April 12, 2016 Board meeting.

Treasurer Report- Commissioner Coleman brought before the Board a motion for the approval of the claims list for February 2016. Motion was seconded by Chairman Bowden, all approved.

Personnel- Commissioner Oliver brought before the Board a motion to approve:

- Request – Brent McKinley, Infosec World Conference, Lake Buena Vista, FL, April 2-7, 2016 - $5,617.13
  Seconded by Commissioner Coleman, all approved.
- Request – Cathy Baker, GIS Conference, Orange Beach, AL, April 18-21, 2016 - $660.00
  Seconded by Commissioner Coleman, all approved.
Commissioner Oliver discussed the process and timeline for hiring a new Director for MCCD.
Commissioner Oliver said that Mr. Hartley’s office has received 16 resumes as of March 10, 2016. The names on the resumes will be redacted and each resume will be assigned a number. The resumes will be rated and compared. The resumes may look familiar, however in general the board members will not know who they’re rating.
Interviews will be conducted and those who’ve applied from out-of-state will be offered a phone interview or Skype. Commissioner Oliver, Commissioner Landolt and Commissioner Adams will narrow the applicants from 16 to 10. The top 10 will be forwarded to Commissioner Coleman and Commissioner Reeves who will consider the 10 applicants and narrow the list to 3. The top 3 applicants will be submitted to the Board forty-eight hours prior to the next board meeting.
Commissioner Oliver brought before the Board a motion to compensate Mr. Tanner for his accumulated sick leave during his tenure, 12+/- years at MCCD. Commissioner Oliver asked Mr. Hartley to elaborate on this issue. Mr. Hartley informed the Board that Mr. Tanner was an exempt employee and the calculation to which this figure is based is 75% of his accumulated sick time, at the hourly rate Mr. Tanner was receiving at the time of his termination. This amount comes to $27,017.85. Motion seconded by Commissioner Reeves, all approved.

Planning- Commissioner Landolt updated the Board on the meetings which took place at MCCD since the February 11, 2016 board meeting. The first meeting was February 17, 2016 at MCCD with Tusa Consulting. The topics of discussion were the Harris contract, project timeline and inventory. Moving forward Tusa Consulting will provide MCCD with a monthly Plan of Action, milestones and inventory. Mr. Selvaratnam will also provide an inventory of what radios will be needed in the future. The second meeting, February 18, 2016 at MCCD with a new team from Harris Communications. In consideration of the body language observed, Commissioner Landolt is cautiously optimistic that Harris wants a better relationship with MCCD. MCCD put four items on the table for resolution and they are: 1) The City of Mobile received a quote of $252,895.00 from Hurricane Electronics for a software upgrade.
   - Harris will provide this upgrade at no cost.
2) MCCD wants copies of the software so that we can use it for training in the future.
   - Harris will provide 3 copies of the software at no cost.
3) MCCD asked Harris to provide a week of on-site training. This training will be a combined effort between Harris’ team and Tusa Consulting.
   - Harris will provide on-site training at no cost.
4) It was made clear to Harris that if we are to continue to do business, MCCD will expect deep discounts on future radio purchases.
   - Harris sent notice to expect an answer to this issue the week of 3/14/2016.
Commissioner Oliver questioned Mr. Selvaratnam on the 20 additional radios needed for the City of Mobile. Mr. Selvaratnam informed the Board that he has completed a current inventory of radios installed and in Hurricane Electronics’ warehouse. The City of Mobile’s needs are as follows: MPD 144 mobile radios and MFRD 44 mobile radios and 35 portable radios.
Mr. McNichol said that MCCD will be able to meet the City of Mobile’s needs as the radios needed are currently in inventory at Hurricane Electronics. If additional radios are needed to finish the project, they will be purchased. This is why Harris was asked to provide discounts for future purchases. Commissioner Landolt continued his report informing the Board of his trip to Hurricane Electronics to meet their representatives and to view the warehouse. Commissioner Landolt stated that when Harris/Hurricane are ‘up to speed’ they will be installing 4 radios a day.
Mr. McNichol commended Mr. Selvaratnam for being on top of the inventory and confirmed that Mr. Selvaratnam will have to go to each agency to get a need analysis as one was never conducted.

Building/Configuration- Mr. McNichol requested authority to enter into an agreement with Vision Technologies for an upgraded security system. He explained that he was originally going to put out an RFP, however he found an excerpt in the state bid law that exempts public safety facilities from having to bid safety/security systems. Mr. McNichol was able to speak with Commissioner Adams about this issue prior to the board meeting.

Section 41-16-51 Purchasing Law that allows for exemption of safety and security items:
(15) Contractual services and purchases of products related to, or having an impact upon, security plans, procedures, assessments, measures, or systems, or the security or safety of persons, structures, facilities, or infrastructures.
Mr. McNichol requested several proposals to ensure MCCD was getting pricing integrity. Vision Technologies' proposal was chosen. The price of the upgrade was approved in the 2016 budget, in September 2015. Commissioner Reeves brought before the Board a motion to grant Mr. McNichol the authority to enter into this agreement, on behalf of MCCD, for the upgrade to the surveillance/security system. Seconded by Commissioner Landolt, all approved.

**Communications** - No Report

**Emergency Medical** - No Report

**Attorney** - Mr. Hartley gave a report to the Board on the ongoing issues with AT&T regarding the network and circuits. Currently AT&T has offered a settlement of $35,000.00+/- on the circuit issue due to their reconciliation. Mr. Hartley presented the Board with a Release/Agreement to be signed. Commissioner Reeves brought before the Board a motion that the Board should accept the settlement. Chairman Bowden seconded, all approved. Chairman Bowden signed the agreement.

**Old Business** - No Report

**New Business** - Commissioner Oliver asked Mr. Hartley if Mobile County had formally requested a review of the internal investigation report. Mr. Hartley responded by acknowledging that he had received a letter from Jay Ross, counsel for Mobile County, three days ago. County Commissioner Carl has requested a copy of the report. Mr. Hartley informed the Board that this is an issue they must consider for purposes of discussion and potential litigation. As Board counsel, Mr. Hartley recommended the Board go into Executive Session to discuss releasing the report and the impact of doing so. Chairman Bowden announced that the Board would go into Executive Session and return to the regular meeting.

The Board went into Executive Session at 8:52 am and the Board returned to the regular meeting at 9:11 am.

**Announcement** - Mr. McNichol was going to present a report on MCCD's recorder, however he would like to push the report to the April board meeting. Presently MCCD needs to extend the warranty period and select a maintenance agreement. The recorder's in need of an upgrade to be compatible with the P25, Phase II. Mr. McNichol is currently working with Exacom, the manufacturer and Hurricane the local distributor on these items. There will be a meeting at MCCD, Wednesday, March 30, 2016, with Exacom, Hurricane and the MCCD's IT Department to discuss options. Commissioner Landolt requested the next board meeting date be changed to Tuesday, April 12, 2016 so that he would be able to attend. All agreed.

**Adjournment** - Meeting adjourned at 9:16 am.

Respectfully Submitted:

[Signature]

Stephen Bowden, Chairman

[Signature]

Dana Nelson, Admin. Support Specialist