

Minutes  
Greater Harris County 9-1-1 Emergency Network  
Board of Managers  
September 26, 2018

The September 26, 2018 meeting of the Board of Managers of the Greater Harris County 9-1-1 Emergency Network (GHC 9-1-1) convened at 1:02 p.m. in the Board Room of the GHC 9-1-1 headquarters at 10220 Fairbanks N. Houston Rd., Houston, Texas 77064.

Board Members Bill Anders, Dennis Storemski, Gary Johnson, Russell Rau, Vergil Ratliff, and Shawn Thompson were present for the meeting. Approximately 25 people attended.

The minutes of the Board meeting of August 29, 2018 were revised and approved with a motion by Board Member Johnson and seconded by Board Member Ratliff. Motion passed.

Agenda Item 3—“Citizens Appearances.” There were no citizens wishing to appear before the Board.

Agenda Item 4—“Financial Report.” Chief Financial Officer Tino Fonseca provided a brief overview of the monthly financial totals ending August 31, 2018 as follows:

- Cash and cash equivalents           \$ 3.9 million
- Invested Funds for Operations       \$ 18.8 million
- Liabilities                               \$ 3.9 million
- Receipts                                 \$ 26.2 million
- Disbursements                         \$ 28.8 million

Board Member Storemski noted an increase in the line item titled “Other” in the Remaining Budget Balance report. Mr. Fonseca stated that the increase is due to reimbursements received from other 9-1-1 districts for shared expenses for Texas 9-1-1 Alliance activities. Mr. Fonseca then proceeded to give the update on the Receipts and Disbursements charts, and the 9-1-1 service fee revenue and cash expenditures trend-line charts. He presented to the Board the Harris County Sherriff’s Communications Center building project budget. Mr. Fonseca added that he would continue to include the HCSO budget report as it progresses. Chairman Rau inquired about HCSO’s request for a recording system. Mr. Fonseca stated that

the request was reviewed with HCSO, and it was agreed that GHC 9-1-1 would fund \$250,000 of the original requested amount of \$287,000.

Agenda Item 5—“Executive Director Report—Transmittal and Discussion of Legislative/Regulatory and Administrative Matters.” Executive Director Lavergne Schwender gave an update on the proposed 9-1-1 wireless service fee legislation. Chairman Rau requested a copy of the draft. Ms. Schwender stated that she will send the draft after additional changes are made. Next, Ms. Schwender reported that on September 25, 2018, the GHC 9-1-1 Executive staff, Board Member Ratliff, and Houston Emergency Center (HEC) Director David Cutler met with Council Member (CM) Stardig to update her on the actions taken by GHC 9-1-1 after Hurricane Harvey. Ms. Schwender highlighted two main points from the meeting with Ms. Stardig. 1) Mr. Heffernan presented valuable data in a spreadsheet to help CM Stardig understand the number of actions. 2) CM Stardig expressed her concerns with geographic diversity. Board Member Ratliff stated that the meeting was well received. Mr. Heffernan stated he discussed the challenges of geographic diversity with CM Stardig. Lastly, Ms. Schwender provided an update on the Integrated Public Alert and Warning System (IPAWS). She stated that the Federal Emergency Management Agency (FEMA) in coordination with the Federal Communications Commission (FCC) would conduct a nationwide test of the Emergency Alert System (EAS) and Wireless Emergency Alert (WEA) on October 3, 2018. After some discussion regarding IPAWS, Ms. Schwender concluded her report.

Agenda Item 6—“Operations Report—Transmittal and Discussion of Operational Matters.” Chief Operations Officer Stan Heffernan reported that there were no P1 tickets for the month of August, 2018. Mr. Heffernan highlighted that on August 30, 2018, GHC 9-1-1 hosted two mental health related courses taught by The Harris Center. Mr. Heffernan stated that GHC 9-1-1 would continue to work with The Harris Center. Next, Mr. Heffernan presented pictures on the progress of the Harris County Sheriff’s Office (HCSO) new building. He noted that the anticipated date for completion is sometime in February-March, 2019. Board Secretary Anders noted the difference in high call volumes for the months of August 2017 and 2018 in the HCSO call volume report. Mr. Heffernan confirmed that the high call volume for August 2017 was due to Hurricane Harvey.

Agenda Item 7—“Public Information/Education Report—Transmittal and Discussion of Public Education Outreach Efforts.” Public Information Officer Sonya Clauson reported that her absence last month was due to her attending a public information officer’s conference. Ms. Clauson gave an update on the public awareness campaign: she highlighted the various projects—radio, website, TV, etc.—that she has been working on recently. Next, Ms. Clauson provided a Social

Media update. She reported that both GHC 9-1-1's Facebook and Twitter continue to be more active, noting an increase in engagements (likes and followers) on Facebook. She added that GHC 9-1-1 posted a Facebook post on the Wireless Emergency Alerts (WEA) test, which gained many views. Ms. Clauson introduced Digital Media Specialist Ana Galvan who assisted with the new GHC 9-1-1 website and helps with managing the social media pages. Ms. Clauson stated that another social media tool GHC 9-1-1 is looking into is Nextdoor. Lastly, she reported on the Annual 9-1-1 Day with the Astros. She mentioned that Rebekah Schwartz, the Texas Telecommunicator of the year from League City PD, was recognized on the field.

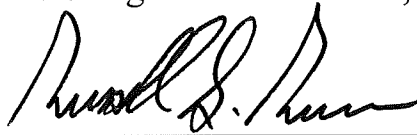
Chairman Rau mentioned Apple's iOS 12 new feature, which automatically shares emergency location with first responders. He requested updates on the testing of the location information. Mr. Heffernan stated that GHC 9-1-1 is testing the location application in the lab, and will keep the Board updated as it progresses.

Agenda Item 8—"GHC 9-1-1 Budget—Discussion and Consideration for Approval of the Order Adopting GHC 9-1-1 Emergency Network's Operating and Capital Budget Including the Adoption of the Service Fee Rates for the Year 2019." Mr. Fonseca presented the proposed Order for the Board's approval of the 2019 Budget and the 9-1-1 Service Fee rates. He pointed out the increase in landline service fees for 2019 reflected in the Order. Mr. Fonseca noted that there were a few minor changes made to the 2019 budget that was being present, from the budget draft that was presented and discussed during the previous Board meeting on August 29, 2018. Mr. Fonseca pointed out that another landline service fee increase was projected for the year 2021. For clarification, Chairman Rau asked if the increase in landline service fees was due to the inability to increase the service fee in mobile devices. Mr. Fonseca replied yes, and reminded the Board that they only have authority to revise the landline service fee, while the wireless service fee can only be changed by amending legislation. Chairman Rau emphasized that if the legislation to amend the wireless service fee were successful, adjustments to the landline service fee would be an item the Board would like to revisit during a future meeting. Mr. Fonseca said that his goal, if the wireless fee legislation is successful as planned, is to adopt one flat service fee for all landline and wireless subscribers. In response to Board Member Vergil Ratliff's inquiry, Mr. Fonseca mentioned to the Board that the last time the landline service fee was increased was in 2004. Without any further questions, Mr. Fonseca concluded the budget presentation.

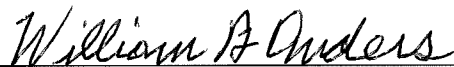
Board Secretary Anders made the motion to approve the Order adopting GHC 9-1-1 Emergency Network’s Operating and Capital Budget including the adoption of the service fee rates for the year 2019. Board Member Ratliff second the motion. Motion passed.

Agenda Item 10—“Announcements—Next Board Meeting, Upcoming Events.” Board Secretary Anders asked about National night out. Ms. Clauson provided the date for National night out, in and around the Houston area. Chairman Rau advised of the following: 1) the next meeting of the Board of Managers of GHC 9-1-1 is scheduled for October 24, 2018. 2). 9-1-1 Goes to Washington—February 12 – 15, 2019, Washington, DC 3). Texas Public Safety Conference—March 31 – April 3, 2019, Galveston, TX 4). National Emergency Number Association (NENA) Conference—June 14 – 19, 2019, Orlando, FL.

There being no further action, the meeting was adjourned at 1:57 p.m.



\_\_\_\_\_  
Russell S. Rau, Chairman



\_\_\_\_\_  
William B. Anders, Secretary/Treasurer