

MINUTES
EXECUTIVE COMMITTEE OF THE
EMERGENCY COMMUNICATIONS CENTER
August 23, 2023 2:00 p.m.

Members Present:

John Isbell	Mike Callis
Jamie Clary	David Leath
Amy Simpson	Missy Behel
Michael Guthrie	LeeAnn Bristol
Christy Davis	

Chairman Isbell called the meeting to order at 2:10p.m.

Approval of Agenda: Motion to Approve the August 23, 2023 Agenda, approved by Mayor Clary, seconded by Mayor Callis; the committee unanimously approved.

Approval of Minutes: A Motion to approve the July 26, 2023 Minutes, Approved by Mayor Isbell and seconded by Mayor Leath, the committee unanimously approved.

Report of the Chairman: NONE

Christie Davis:

- See Attached
- Maintenance agreement
- Gold \$25,000 24/7
- Silver 10% less, 9-5 business hours service
- Bronze 50% 2 service cases a year

E-911

- Hired new System Admin, Rich Shockley
- APN went live
- 2 Hardlines, if these go down
- 1 Wireless takes over

OPS Report:

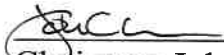
- Meeting September 6, 2023

Missy Behel

- Employee Katrina Fought longevity pay (975.00) and vacation backpay (200 hours)
- Mayor to take to finance department

With no further business Mayor Clary called for a motion to adjourn, seconded by Mayor Isbell; unanimously approved by the committee.

Meeting adjourned at 2:27 p. m.



Chairman John C. Isbell
Minutes prepared by LeeAnn Bristol

Date Approved:



Christie Davis
Director

SUMNER COUNTY, TENNESSEE
Emergency Communications Center

Amy Simpson
Deputy Director

Executive Committee ECC Update August 23, 2023

Departures

- Two (2) FTE have submitted their resignations.
 - One for August 25th due to unhappiness with the position and failure to progress in cross training.
 - One for August 31st due to accepting a position with higher pay and better schedule. Will discuss them staying part-time.

Hiring

- Future Hires
 - Two (2) final offers for telecommunicator to start September 11th.
 - Three (3) conditional offers for telecommunicators to start September 11th.
 - Two (2) conditional offers for call takers to start September 11th.
 - One (1) conditional offer pending to start in October.
- The posting of the call taker position separately was very successful and reached a larger pool of candidates. We received over 250 applicants interested in the position in a week.

Promotions

- Michael O'Neal was promoted to Shift Supervisor after Kelly Peterson stepped down due to scheduling issues with school.

Training

- Cross-training continues for all employees.
- No current employees in a trainee only status.

Staffing Numbers

- Admin: 6 of 6
- Supervisors: 5 of 5
- Communications Training Officers: 7 of 8
- FT Telecommunicators/Call Takers: 29 of 39
- **Total Floor Vacancies: 11**
 - Only three (3) vacant positions with the employee offers outstanding.



Christie Davis
Director

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Locution

- Waiting for AFG grants to open.
- Awaiting a response on the questions about maintenance options from Locution
- Also reviewing other companies with similar functions for comparison in functionality and cost.