

**MOBILE COUNTY COMMUNICATIONS DISTRICT  
BOARD OF COMMISSIONERS  
Minutes of June 11, 2020 – Virtual**

***Commissioners Attending:***

Stephen Bowden                      Cynthia Coleman                      Chris McLean  
Jeff Reeves

***Staff Attending:***

Charlie McNichol, Director    Jeffery Hartley, Attorney  
Hayley Clough, Recording Secretary    Ruben Robinson, IT Director  
Ashley Carlisle, Comptroller    Katrina Brewer, Communications Center Manager

---

The REGULAR board meeting of the Board of Commissioners was held virtually June 11, 2020 at the Mobile County Communications Center. Chairman Bowden deferred to Commissioner McLean to chair the meeting due to work.

**Call to Order** – Commissioner McLean called the meeting to order at 8:06 A.M.

**Approval of Minutes** – Commissioner Reeves made a motion to approve the minutes from the May 14, 2020 meeting, seconded by Chairman Bowden, all approved.

**Treasurer Report** – Commissioner Reeves made a motion to authorize the transfer of \$317,000 from the Operating Account to the Debt Service Account for the month of June, seconded by Chairman Bowden, all approved.

**Personnel** – Director McNichol stated he would come to the board next month about an incentive for the employees who remained working during the COVID-19 pandemic. He can discuss further individually before the July meeting.

**Planning** – Director McNichol stated he will be meeting with Commissioner G. Hodge and Chairman Bowden about some short and long terms plans. The bond issue for the radio system will be settled in August and he would like to put those funds previously used to pay the bond issue towards other projects.

**Communications** – Robert Jackson and Andrew Slaughter are currently in Huntsville at Excellence working on the mobile command truck. The truck should be delivered around the end of June.

**Emergency Medical** – No Report

**Building/Configuration** – Director McNichol is planning to give the board a tour of the new multi-purpose building after the July meeting.

**Board Attorney** – No Update

**Director** – Director McNichol requested authorization to advertise the bid for a warehouse on the newly obtained property on Zeigler Blvd. The warehouse will be used to store MCCD’s assets including the mobile command truck. Commissioner Reeves made a motion to approve the authorization, seconded by Chairman Bowden, all approved.

Director McNichol presented a resolution to the board for adopting RSA Tier 1 benefits to Tier 2 employees. Commissioner Reeves made a motion to approve the resolution, seconded by Commissioner McLean, all approved.

Director McNichol presented to the board the option of insuring the tower sites. The quote we received insures \$16 million in assets for \$121,000 annually. Robert Jackson stated we were really fortunate when lightning struck the Burns Tower site because there was not significant damage, but it can easily become very expensive. We are currently in the process of safeguarding the tower sites and the building at MCCD to endure other lightning strikes but having an insurance policy is ideal in case of situations where damage does occur. The deductible for the policy

would be \$5,000. Chairman Bowden made a motion to approve the insurance policy, seconded by Commissioner Reeves, all approved.

Director McNichol presented to the board the option of purchasing a service vehicle for the IT Department. We currently use 2 ten-year-old explorers as the vehicles for the department to use on service calls, but a service van would be ideal. Director McNichol would like to sell the explorers and purchase a service van off the state contract. Commissioner Reeves made a motion to approve the purchase of a service vehicle, seconded by Commissioner McLean, all approved.

Director McNichol informed the board that the bid for the janitorial services is currently out and will be awarded around mid-July.

**Old Business** – Commissioner McLean asked how the installation of the MDT's was going for the outlying agencies? Director McNichol stated that it is going well but taking a little longer than anticipated due to having to install MPS on the MDT's. Citronelle is close to completion and Creola and Satsuma are next on the list.

**New Business** – Director McNichol wanted to remind the board about the responsibilities MCCD now has after obtaining the P-25 radio system. The updating and maintenance of the system is a huge undertaking and he is thankful to have Robert Jackson and Jesse Sluder. With the responsibility of the radio system, we also have the costs of maintaining it. As the radio system ages, there will be expenses for upkeep.

**Announcement** – Next board meeting to be held July 9, 2020.

**Adjournment** – Meeting adjourned at 8:29 A.M.

Respectfully Submitted:

---

Stephen Bowden, Chairman



---

Hayley Clough, Recording Secretary

## Hayley Clough

---

**From:** Stephen Bowden [REDACTED]  
**Sent:** Saturday, October 10, 2020 7:18 AM  
**To:** Hayley Clough  
**Subject:** RE: [EXT] Board Meeting Minutes

Minutes all look fine so I approve them. You can reach me at either email; I check both frequently, I won't muddy the waters further by adding my gmail.

---

**From:** Hayley Clough [REDACTED]  
**Sent:** Thursday, October 08, 2020 11:09 AM  
**To:** Stephen Bowden [REDACTED]  
**Subject:** [EXT] Board Meeting Minutes

Good Morning!

As you know, we usually have you sign the approved minutes but since we have not met in person, I am emailing to see if you could review the attached approved minutes and acknowledge them?

You can either do this by replying to this email and acknowledging them or you could physically sign them and send them back. Please let me know if you have any questions.

Also, please let me know which email address is the best to reach you at. 😊

Thanks,

**Hayley B. Clough**  
HR Coordinator



**Mobile County**  
**Communications District**  
7340 Zeigler Boulevard  
Mobile, AL 36608  
Direct 251.639.2343  
Fax 251.639.2370  
Email: [REDACTED]

---

**EXTERNAL EMAIL WARNING:** Please be vigilant when opening emails that appear to be the least bit out of the ordinary (e.g. someone you usually don't hear from, or attachments you usually don't receive or didn't expect, requests to click links or log into systems, etc.)