

MOBILE COUNTY COMMUNICATIONS DISTRICT

BOARD OF COMMISSIONERS

Minutes of May 12, 2022

Commissioners Attending:

Roy Hodge

Stephen Bowden

Cynthia Coleman

Chris McLean

Jeff Reeves

Staff Attending:

Charlie McNichol, Director

Hayley Clough, Recording Secretary

Ruben Robinson, IT Director

Katrina Brewer, Communications Manager

Jeffery Hartley, Attorney

Ashley Carlisle, Comptroller

Kristi Stammes, Operations Manager

Robert Jackson, Radio System

Administrator

The REGULAR board meeting of the Board of Commissioners was held on May 12, 2022 at the Mobile County Communications Center.

Call to Order – Chairman R. Hodge called the meeting to order at 8:03 A.M.

Approval of Minutes – Commissioner Reeves made a motion to approve the minutes from the April 14, 2022 meeting, seconded by Commissioner Bowden, all approved.

Treasurer Report – Commissioner Reeves made a motion to approve the April claims list, seconded by Commissioner Bowden, all approved.

Commissioner Reeves made a motion to approve the MCCD Budget-To-Actual, seconded by Commissioner Bowden, all approved. Director McNichol stated that we are about halfway through the fiscal year and the budget reflects that. We may need to make adjustments later in the year.

Personnel – No Report

Planning – No Report

Communications – Commissioner Reeves reported that the radios guys are currently working on testing at the Hobson and MOWA tower sites, prepping for the World Games in Birmingham, planning for a core upgrade, and are working with Semmes Police Department on getting set up with equipment.

Commissioner Reeves thanked the MCCD employees that came out to the safety symposium at Barry Steam Plant. They were set up to talk about 9-1-1 safety and Smart 9-1-1.

Chairman R. Hodge asked if there was any movement on the Oakhill tower site to which Director McNichol responded that the contract was just executed on both sides and movement should begin soon.

Emergency Medical – No Report.

Building/Configuration – No Report

Board Attorney – Mr. Hartley reported that the Oakhill tower site can now proceed ahead.

Director – Director McNichol recommended that the board approve several payments. These were all included in the budget but because the amount is over \$50,000, they must be approved by the board. The first payment is

to L3Harris for the Hobson tower site. The funds will come out of the bond account, and it will be the next to last payment for this project. The next payment is to Communications International for radios for the Semmes Police Department. The third payment is to TSA for the new firewall and the last payment is also to TSA for our annual maintenance on equipment. Commissioner Bowden made a motion to approve, seconded by Commissioner Reeves, all approved.

Director McNichol recommended approval of the Records Retention Policy from the State of Alabama. Once, adopted, we will be in compliance with the state. Commissioner Reeves made a motion to approve the policy, seconded by Commissioner Bowden, all approved.

Director McNichol reported on a grant MCCD received from the State of Alabama for COVID-19 related expenses.

Director McNichol informed the board that Ruben Robinson will be retiring from MCCD at the end of June. He will have over 21 years of service at MCCD and over 40 years of service in government when he retires. We would like to recognize him at the June board meeting with a reception to follow.

Old Business –No Report

New Business – Chairman R. Hodge discussed with the board the need to evaluate Director McNichol's job performance. In a previous meeting, the board voted to do an evaluation in line with the other MCCD employees at the beginning of the year. Commissioner Reeves made a motion to discuss, seconded by Commissioner McLean. Commissioner McLean commented on the job well done by Director McNichol and the great choices he has made is hiring the support staff that he has. He also commended him for his constant support of the operators. Chairman R. Hodge commented how he is the driving force behind the great workforce here at MCCD and because of his efforts, MCCD grows every day. Commissioner Bowden commented on the morale at MCCD and how much better it is since he has been Director. Commissioner Reeves commented on the great job that Director McNichol has done since becoming Director. Chairman R. Hodge stated that since everyone is in agreeance that his performance has been satisfactory, he would like to give him a 2.5 % merit increase. Commissioner McLean made a motion to approve, seconded by Commissioner Coleman, all approved.

Director McNichol thanked the board for the merit increase and wanted the board to give themselves some credit for the work that goes on at MCCD and for having confidence in us.


Announcement – Next board meeting to be held June 9, 2022.

Adjournment – Chairman Reeves made a motion to adjourn, seconded by Commissioner Adams. Meeting adjourned by 8:35 A.M.

Respectfully Submitted:



Roy Hodge, Chairman



Hayley Clough, Recording Secretary