

**MOBILE COUNTY COMMUNICATIONS DISTRICT  
BOARD OF COMMISSIONERS  
Minutes of August 10, 2023**

***Commissioners Attending:***

Jeff Reeves  
Chris McLean

Cynthia Coleman  
Stephen Bowden

Glenn Hodge

***Staff Attending:***

Charlie McNichol, Director  
Hayley Clough, Recording Secretary  
Katrina Brewer, Communications Manager

Jeffery Hartley, Attorney  
Ashley Carlisle, Comptroller  
Robert Jackson, Radio System Administrator

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The REGULAR board meeting of the Board of Commissioners was held on August 10, 2023, at the Mobile County Communications Center.

**Call to Order** – Commissioner Reeves called the meeting to order at 8:02 A.M.

**Approval of Minutes** – Commissioner McLean made a motion to approve the minutes from the July 13, 2023, meeting, seconded by Commissioner Coleman, all approved.

**Treasurer Report** – Commissioner McLean made a motion to approve the July claims list, seconded by Commissioner Bowden, all approved.

Commissioner Coleman presented the MCCD Budget-To-Actual.

**Personnel** – No Report

**Planning** – No Report

**Communications** – Commissioner Reeves reported that the radio department worked with the US Marshalls and the Mobile County Sheriff's Office serving warrants and other policing this week, They deployed the mobile command truck to assist with the operation.

**Emergency Medical** – No Report

**Building/Configuration** – No Report

**Board Attorney** – No Report

**Director** – Director McNichol recommended the board approve bid #2023-02 for the ground's maintenance at the Center. The lowest bid was submitted by Industrial Mowing LLC for \$9,200. Commissioner McLean made a motion to award the bid to Industrial Mowing LLC, seconded by Commissioner Bowden, all approved.

Director McNichol recommended the board reject all bids for bid #2023-01 for the 911 call handling system. All the bids submitted were higher than anticipated. We will keep our current system but do a system refresh to push new updates. Director McNichol worked with a consultant on the RFP, and they also recommended rejecting all bids and do system upgrades. We will plan to look at a new system in the new building. Commissioner McLean made a motion to reject all bids, seconded by Commissioner Bowden, all approved.

Director McNichol presented the FY2023-2024 budget draft. If the board has anything they would like to discuss, please reach out to him. He stated that there is a large sum designated for radio maintenance. This includes handling all communications for the municipalities, which takes a huge burden from them and allows them to allocate their funds for other things. We have also been providing air cards to the municipalities from Southern Linc for some time. When Semmes was brought on, we realized there were many areas with low to no signal, so we did research on

how to fix this problem. Southern Linc had asked us to partner with them on building a tower to improve signal to which we stated we cannot do. We found that Verizon has good coverage everywhere and have recently made the switch to them.

Director McNichol recommended amending our holiday policy. We have encountered a problem with employees earning time off, then taking it excessively and furthermore identified a problem with this occurring around holidays. Some employees have manipulated the holiday time to their advantage, and we would like to amend the policy to prevent this from happening. The amendment states that an employee must not have an unapproved absence 5 days before and/or after the holiday to receive the holiday special rate. Mr. Hartley stated that he has looked over the amendment along with other attorneys in his firm, and he has no issues with it. Commissioner McLean made a motion to approve the amendment, seconded by Commissioner Bowden, all approved.

Director McNichol requested the permission of the board to participate in Leadership Mobile. He has received acceptance and is eager to join. Commissioner McLean made a motion to approve, seconded by Commissioner Bowden, all approved.

Director McNichol congratulated Angela Smith on 25 years of service with MCCD. He presented her with a service pin.

Director McNichol read a Director's Commendation for Cody Chinrock highlighting his dedicated teamwork in stopping interference during the events in June. Cody was not present at the July meeting when his coworkers were commended.

Commissioner Reeves congratulated Director McNichol on 10 years of service with MCCD. He presented the Director with a service pin.

**Old Business** – Director McNichol updated the board on the potential property for the new building. Last month he reported that the FAA had approved a 130-foot tower and that microwave testing was being conducted. The microwave testing has been completed and there are no huge issues with that tower height. Now we have started meeting with the public works director to solidify the boundaries for the property and ensure we are on the same page about the amount of property in question. Once we hear back from them, we will update the board and then will start on the civil work. Should have more information by next month's meeting.

**New Business** – No Report

**Announcement** – Next board meeting to be held September 14, 2023.

**Adjournment** – Commissioner McLean made a motion to adjourn, seconded by Commissioner Bowden, all approved. Meeting adjourned by 8:24 A.M.

Respectfully Submitted:

  
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Roy Hodge, Chairman

  
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Hayley Clough, Recording Secretary