

MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of January 11, 2024

Commissioners Attending:

Robert Adams
Timothy Hughes

Pat Mitchell

Glenn Hodge

Staff Attending:

Kristi Stamnes, Acting Executive Director
Hayley Clough, Recording Secretary
Katrina Brewer, Communications Manager

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

The REGULAR board meeting of the Board of Commissioners was held on January 11, 2024, at the Mobile County Communications Center.

Call to Order – Commissioner Adams called the meeting to order at 8:01 A.M.

Approval of Minutes – Commissioner G. Hodge made a motion to approve the minutes from the December 14, 2023, meeting, seconded by Commissioner Mitchell, all approved.

Treasurer Report – Commissioner Mitchell made a motion to approve the December claims list, seconded by Commissioner G. Hodge, all approved.

Commissioner Mitchell made a motion to approve the MCCD Budget-To-Actual seconded by Commissioner Hughes, all approved.

Personnel – No Report

Planning – No Report

Communications – Commissioner Hughes reported that the radio department has received the plans for the Oak Hill tower site project from the engineers fixing an issue with the footer being across property lines. The plans will now be submitted to the City of Mobile.

Commissioner Hughes asked for an update on the warehouse project. Acting Executive Director Stamnes reported that the warehouse project plans were received this morning before the board meeting. The plans need to be reviewed and then they will be presented to the board.

Commissioner Hughes asked for an update on the MCPSS school bus radios. Acting Executive Director Stamnes reported that she has not been able to discuss the emergency alert button issue with MCPSS yet due to scheduling conflicts. Commissioner Mitchell stated that he would call and have someone contact her today regarding the issue.

Commissioner Hughes reported that the current radios have been out of production for 3-4 years now and it is getting increasingly harder to obtain replacement parts and we need to move forward with replacing them. He stated that he believed Mobile County Sheriff's Office has the oldest radios in the County and they are also experiencing problems with getting replacement parts for them. He stated that Harris has two options for replacement. The first being the XL95P model. This is a revamped model of what we are currently using. Some of the concerns for this radio model are that it is not American made and that it can have lead times of up to a year for delivery. Another concern is that this is just an updated version of what we currently have, but it could cause problems with the core upgrade. He stated that we are looking at approximately \$1.89 million for the first phase of the upgrade and recommended upgrading to the 185P and 150P radios. The 185P is for law enforcement as it can be heavily encrypted and the 150P would be for fire service as they do not require as much encryption. Commissioner G. Hodge asked if we know what the delivery would be, and Commissioner Hughes responded that it would be faster because the radios are American made and the delivery time should be shorter. Commissioner G. Hodge then asked if these were the latest models to which Commissioner Hughes responded that these are the latest models and would give the longest life span. Commissioner Hughes made a motion to approve the purchase of 368 185P radios and 67 150P radios, seconded by Commissioner Mitchell. Mr. Hartley asked if

this needed to fall under the bid law to which Robert Jackson responded that this purchase would be off of state contract and while there are other manufacturers of this radio, they will not have the same capability that these will. Commissioner Hughes made a motion to approve the purchase, seconded by Commissioner Mitchell, all approved. Acting Executive Director Stamnes stated that Robert will take this to the vendor to place the order for the replacement radios.

Emergency Medical – Commissioner Hughes reported that MCEMS has obtained two new ambulances and will be getting two more. These will all need to be outfitted with radios.

Building/Configuration – No Report

Board Attorney – No Report

Executive Director – Acting Executive Director Stamnes presented to the board a payment to Law and Order Technology for tablets and MDTs for the agencies. Any amount over \$50,000 must be presented to the board for approval. Commissioner Hughes made a motion to approve the payment, seconded by Commissioner G. Hodge, all approved.

Acting Executive Director Stamnes presented to the board a payment to Ryan Public Safety for the hardware upgrade approved last meeting. This is the first installment payment for the system refresh. Any amount over \$50,000 must be presented to the board for approval. Commissioner Adams made a motion to approve the payment, seconded by Commissioner Hughes, all approved.

Acting Executive Director Stamnes informed the board that we had several employees with a milestone year of service. The first is Emily McCoy for reaching one year of employment with MCCD. Emily was not present at the meeting but will be given her service pin.

The second employee with a milestone year of service is Cliff Deakle with five years. He started at MCCD in the GIS department and has transitioned into maintenance and radio support. He goes above and beyond and is always happy to help. Acting Executive Director Stamnes presented him with a service pin.

The third employee with a milestone year of service is Latora Tunstall with 10 years. She is an operator and team lead on the 9-1-1 floor. She is always smiling and willing to help. She works part-time at another agency, and they too say the same things about Latora. Acting Executive Director Stamnes presented her with a service pin.

The last employee to be recognized was Angela Smith. Angela is retiring at the end of this month after 25 years of service. Acting Executive Director Stamnes stated that Angela is like a mother to many at MCCD and she is always helping others. Acting Executive Director Stamnes presented her with a plaque honoring her retirement.

Old Business – Mr. Hartley asked for an update on the MOWA tower site situation. Robert reported that Gary Hand has been handling the situation, but the locks have been changed. Gary reported that the owner does not have any equipment left at the tower site and has not made any contact with him further.

Commissioner Hughes stated that the Director position was talked about in November, and he has since found out that there is not a job description for this position, so the board needs to work on creating one. Mr. Hartley asked if there was one from when the previous Director was hired to which Ashley Carlisle stated that she wasn't sure as it was before she worked here. Hayley Clough stated that we did have a director job description in our files but did not know how current it was and she would supply that to the board. Mr. Hartley stated that he could not remember how the position was advertised at that time, but he believed he received the emails from applicants and then passed onto a committee. Commissioner Adams stated that he was on the committee at that time and would be happy to do it again, but he does think the job description needs to be updated. Commissioner Adams asked if the board should establish a committee or circulate the job description and then reconvene to which Mr. Hartley responded that the board should probably circulate and amend the job description and then revisit in February. Mr. Hartley then asked when was the end of the 6 month period for Acting Executive Director Stamnes to which she stated she believed it was February. Commissioner Hughes stated that we can extend that period if necessary.

New Business – Commissioner Mitchell stated that he has spoken with some of the other board members about amending the bylaws to reflect a change in meeting date and time. Commissioner Mitchell made a motion to change the bylaws to reflect a meeting date and time of the second Monday of every month at 9:00 AM. Commissioner Adams stated that we needed to add this to the agenda for next month. Mr. Hartley stated that we have to advertise the change, but it can be done by vote to start in March. Commissioner Adams made a motion to put it on the agenda for the next meeting, seconded by Commissioner Hughes. Commissioner G. Hodge stated that that date and time would be difficult for anyone presenting the County Commission as they have mandatory meetings on Mondays at 9:00 AM. Commissioner Mitchell stated that the board could discuss other dates and times to meet, and they would go from there.

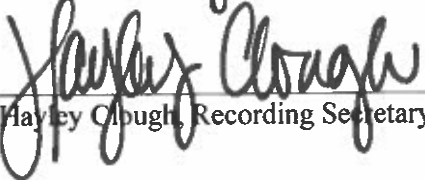
Announcement – Next board meeting to be held February 8, 2024.

Adjournment – Commissioner Adams made a motion to adjourn, seconded by Commissioner Mitchell. Meeting adjourned by 8:31 A.M.

Respectfully Submitted:



Roy Hodge, Chairman



Hayley Clough, Recording Secretary