

MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of February 8, 2024

Commissioners Attending:

Roy Hodge
Timothy Hughes

Sam Cochran
Chris McLean

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 February 8, 2024, at the Mobile County Communications Center.

Call to Order – Chairman R. Hodge called the meeting to order at 8:07 A.M.

Approval of Minutes – Commissioner Cochran made a motion to approve the minutes from the January 11, 2024, meeting, seconded by Commissioner Hughes, all approved.

Treasurer Report – Chairman R. Hodge made a motion to approve the January claims list, seconded by Commissioner McLean, all approved.

Ashley Carlisle presented the MCCD Budget-To-Actual.

Personnel – No Report

Planning – No Report

Communications – Commissioner Hughes reported that the order for the replacement radios has been submitted and that all units are scheduled to ship today.

Commissioner Hughes reported that the radio department is preparing for the core upgrade scheduled to start on February 19th.

Commissioner Hughes reported that Robert Jackson has been working with the engineers on the plans for the Oak Hill tower site project. The plans were submitted to the City of Mobile and they have now come back and stated that they will need a wetland certification from us. Commissioner Hughes stated that he would like to have Mr. Hartley draft a letter to the City of Mobile requesting the final requirements for this project as there have been several times we have tried to move forward, and they request more from us. Mr. Hartley stated he would draft the letter and send it over.

Commissioner Hughes asked for an update on the warehouse project to which Acting Executive Director Stamnes replied that the architects are finalizing the plans and will send them over on Monday. Once received, we can put out the RFP.

Commissioner Hughes reported on the issue with the MCPSS school bus radios. The ongoing problem with the discrete emergency switch being activated is being resolved. They have started working on disabling the switches. Robert gave appreciation to the school board for acting quickly on the problem and reported that the work being done has already made a difference.

Commissioner Hughes reported that the Escambia County project is on schedule.

Commissioner Hughes informed the board that a request for equipment has come in from Prichard. He stated that he heard there were problems with the way they handled equipment in the past and wanted to bring this before the board. Chairman R. Hodge asked if their equipment management had improved to which Robert responded that an audit was done the last time they requested equipment and discrepancies were found. They have been issued 92 radios overall and still have 25 unaccounted for. Some of the missing radios are portable but mostly are mobile radios. Robert stated that he and Director

McNichol had a meeting roughly a year ago with the Chief of Police about the missing equipment and what to do to move forward but there wasn't much of a resolution from that meeting. Director McNichol issued them 10 additional radios at that time. Commissioner McLean asked if we had each agency sign an agreement stating they will be responsible for any equipment issued to them to which Acting Executive Director Stamnes responded yes, Prichard signed the MOU in July 2022. Chairman R. Hodge stated that we would like an audit done before moving forward with the request. Acting Executive Director Stamnes informed the board that requests will start coming in for other equipment as well because they have already requested MDTs. Ryan Lanier stated that they are the last department to be outfitted with MDTs and that has not happened yet. Chairman R. Hodge stated that a thorough audit will be done and then the board will decide with Commissioner McLean agreeing with that decision. Robert informed the board that the audit can take just a few days if all cooperate.

Emergency Medical – Commissioner Hughes reported that Mobile County EMS is getting two new ambulances. Dirk Young with MCEMS thanked the board for the preparation of the radios that will go in the new units.

Building/Configuration – No Report

Board Attorney – Mr. Hartley asked if there had been any more problems from the MOWA tower site to which Gary Hand answered no, he had not heard from the man who owned the internet company and that the crew to remove the equipment would be there soon. Washington County will be replacing an antenna on the tower while the internet company equipment is being removed so they will be sharing the cost of the removal equipment rental.

Executive Director – Acting Executive Director Stamnes presented to the board a payment to Communications International for 10 new radios for school board resource officers. 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 McLean, all approved.

Acting Executive Director Stamnes presented to the board a payment to CDW Government for the annual maintenance on the Cisco system. Any amount over \$50,000 must be presented to the board for approval. Commissioner Hughes made a motion to approve the payment, seconded by Chairman R. Hodge, all approved.

Acting Executive Director Stamnes informed the board about a request we received from ALDOT to join the radio system. They have been informed that they will be responsible for all equipment and Robert says that adding them will not tax the system. Commissioner R. Hodge asked what they would have access to, and Robert responded that they would be in the talk group with the other public works we already have on the system. Commissioner Hughes made a motion to approve the request, seconded by Commissioner Cochran, all approved.

Acting Executive Director Stamnes informed the board that she had several operators she wanted to recognize. On Friday, January 19th around 3:00 AM, Emily McCoy received a misrouted 9-1-1 call, because it was misrouted, there was no location information attached to the call when it came in. The caller was an elderly gentleman that had become confused about where he was. While Emily was on the call with the gentleman, her supervisor, Frank Barragan was listening in to try and assist with a location. Emily's headset went out and another operator, Angela Smith, was able to pick the call up and continue working to locate this gentleman. An operator from Mobile County Sheriff's Office, Melissa Berry, could hear the call happening and started to assist with finding some information for the gentleman as well. Jenni Bodiford began to look up landline numbers for the gentleman and found that he had been associated with an address in Forkland, AL. It seemed that the gentleman had a son, and he was associated with an address nearby. They then contacted Greene County but unfortunately could not get any help. After being transferred to various agencies and counties, the decision was made to call the son. The son stated that he lived next door to his dad and went over to find him on the ground needing medical assistance. While on the phone with the son, Greene County was advised of the address to get help enroute to him. Acting Executive Director Stamnes gave Emily McCoy, Frank Barragan, Angela Smith, Jenni Bodiford, and Melissa Berry commendations for their dedication and persistence to find the gentleman.

Old Business – Commissioner Cochran brought up the topic of changing the board meeting date or time to the board. He requested that the meeting time be changed from 8:00 to 10:00 AM on the same day as it's currently scheduled. Mr. Hartley stated that the by-laws have been changed several times over the years and the change will need a majority vote. Commissioner Cochran made a motion to change the meeting date to 10:00 AM, seconded by Commissioner Hughes, all approved. This will be effective at the next board meeting on March 14, 2024.

New Business – Commissioner Hughes stated that he knows the board spoke briefly about it last meeting but they needed to make a decision on the director job description. Mr. Hartley stated that we have one description from when the previous director was hired, and we have another supplied by staff. The first job description was approved for that specific opening at the time, but the second job description has not been approved at all. The last time there was an opening for the director’s position, Mr. Hartley received the resumes and they then filtered through to the personnel committee. The committee had 3 board members on it, but all board members were allowed to be involved in the process. He suggested that the committee get together and decide on a description and then plan to adopt it at the next meeting and put a timeline in place for accepting resumes. Chairman R. Hodge made a motion to appointment Commissioner McLean as head of the committee with Commissioner Hughes and Commissioner G. Hodge, seconded by Commissioner McLean, all approved. Chairman R. Hodge asked the committee to review what we currently have and put together a complete job description to be adopted in the next board meeting and then they will move forward. Mr. Hartley will work with them to get it put together.

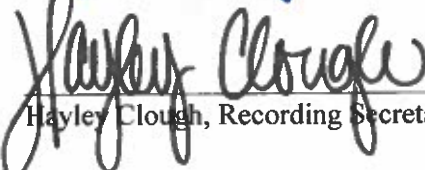
Announcement – Next board meeting to be held March 14, 2024, at 10:00 AM.

Adjournment – Chairman R. Hodge made a motion to adjourn, seconded by Commissioner Hughes. Meeting adjourned by 8:42 A.M.

Respectfully Submitted:



Roy Hodge, Chairman



Hayley Clough, Recording Secretary