

**TENNESSEE EMERGENCY NUMBER ASSOCIATION**  
**Executive Board Meeting**  
**Wednesday, May 18, 2011**

Pursuant to appropriate notice, and in accordance with organizational by-laws, the Executive Board of the Tennessee Emergency Number Association (TENA) met at the Rutherford County ECD Office, Murfreesboro, Tennessee on Wednesday, May 18, 2011 at 1:30 pm.

**0511-1 Call to Order**

In the absence of President Lewis, who was present via conference call, Vice President Masiogale called the meeting to order. Others in attendance are shown on Attachment 1.

**0511-2 Minutes**

Jimmy Turnbow made the motion to accept the minutes from the March, 2011 board meeting previously sent to the Board, and Joe Wilson made the second. There was unanimous approval by the Board present to accept.

**0511-3 Financial Report**

Ike Lowry presented the Financial Report (see Exhibit 1). It showed a checking account balance, as of 05-18-2011, of \$ 48,296.04 and a CD balance of \$ 99,925.79, for a cash-on-hand balance of \$ 148,221.83. Steve Jones made the motion to accept the financial report and a second was made by Jimmy Turnbow. With Ike Lowry abstaining, the remainder of the Board voted unanimously to approve.

**0511-4 Regional Reports**

1. East Region – Kim White advised there was not a meeting but one was being planned for June
2. Middle Region – Steve Jones stated the Middle Tennessee meeting had 6 Districts attend and they discussed the new GIS standards
3. West Region – Carolann Mason reported the West Regional meeting had approx. 10 Districts represented and there was discussion about the new GIS standards, as well as legislation update and the conference location rotation.

Mr. Masiogale asked Joe Wilson about the tornado outbreak in Bradley Co. and Mr. Wilson advised that the most up-to-date count was 500+ homes damaged/destroyed and 10 deaths. He also advised there was no “power loss” at his Center and even with the storms directly overhead, the dispatchers continued to answer phones and radios. He closed by saying he was very proud of the Bradley Co 911 Center personnel for the handling of this situation.

**0511-5 Report from Senator Haynes**

Senator advised he received many favorable comments from his colleagues following “911 Day on the Hill”

**0511-6 Report from TECB**

Lynn Questell introduced Susan Nelson, who is the 9-1-1 Coordinator from Washington DC. Ms. Questell then addressed the Board.

1. TN TIPS, who will be working with the District's, has begun hiring additional personnel to assist in this project. She also advised they had a computer program which will help to convert the existing data.
2. It appears the Budget will pass this session.
3. The NG-911 team is in place and the regional meetings have been scheduled.
4. The Caller Protection Act passed the Senate with amendments, however due to some of the language, this bill was put on hold and staff would be working on it through the summer.
5. The change to the NENA ENP certification has been approved.

**0511-7 Old Business**

1. Final 2010 Conference Budget – *C. Masiogale*  
The final 2010 Conference budget was presented to the Board. See Attachment. FINAL TENA Conference Budget 2010. Carolann Mason made the motion to accept this budget as presented and Kim White made the second. The roll call vote showed unanimous approval by the Board.
2. Proposed 2011 Conference Budget – *C. Masiogale*

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The proposed 2011 Conference budget was presented to the Board and discussed. See Attachment: 2011\_ConferenceBudget. No vote was required at this time.

3. Final 2010 and Proposed 2011 Operational Budget – *C. Masiongale*  
There are still some outstanding figures for these budgets. The motion was made by Sherri Hanna with the second received from Jimmy Turnbow to defer both of these budgets until the July meeting. There was unanimous approval by the Board.
4. ENP Scholarship Application – *C. Masiongale*  
Vice President Masiongale reported that a second ENP application has been received from Lisa Fulton.

**Additional Old Business**

1. Ike Lowry reported the Membership invoices have not gone out yet due to the new census numbers. Because of the uncertainty of when the state will release the new numbers, Kim White made the motion to keep the dues structure the same for this upcoming year and the second was made by Steve Jones, with the Board voting unanimous approval.
2. Mr. Lowry advised the Board the investment made in the Physicians Mutual annuity fund was due to be renewed. Following the discussion, Marvin Kelley made the motion to authorize the treasurer to negotiate at an interest rate of 3% or better. The second was received from Steve Jones and there was unanimous approval from the Board.
3. There also needs to be a new annuitant named to the fund. Jimmy Turnbow made the motion to have Ike Lowry serve in that position and Joe Wilson made the second. The Board approved unanimously.
4. Ike Lowry made available to the Board the 2009-2010 Audit that has just been completed. Steve Jones made the motion to enter this document into the record and Jimmy Turnbow made the second and there was unanimous approval from the Board.

**0511-8 New Business**

1. Review Annual Contract for TENA Administrative Coordinator – *C. Masiongale*  
The Board discussed the current job duties and performance related to this position. After discussion Steve Jones made the motion to retain Maureen Culberson in this position and include a 3% cost of living raise on the base contracted fee and maintain the other items as is. Marvin Kelley made the second and the roll call vote indicated unanimous approval. She would also receive the \$ 1,000,00 yearly incentive.
2. Review Annual Contract for TENA Legal Counsel – *C. Masiongale*  
The Board discussed the current job duties and performance related to this position. After discussion Carolann Mason made the motion to retain Senator Joe Haynes in this position with the contract to remain the same as last year. The second was made by Joe Wilson and the roll call vote indicated unanimous approval.
3. Appoint 2011 Election Committee - *R. Lewis*  
Kim Augustine, Chair  
Clara Hitson, East  
Cathey Mathis, Middle  
Heather Carter, West
4. 2013 Conference Site – Survey, Report and Selection - *M. Culberson*  
Maureen Culberson reported on the survey previously sent to the membership. She also reported on the results from the Memphis Convention Center RFI. There was a lengthy discussion. Mr. Masiongale reminded the Board there has been a policy established to rotate the conference. Jimmy Turnbow made the motion to amend the established rotation policy to host between the 3 regions but the region scheduled to host had the option to defer. Kim White made the second. The Board vote was taken with Steve Jones voting no and the remainder voting aye.  
Steve Jones made the motion to defer the 2013 Site Selection vote until the July meeting and Marvin Kelley made the second. Roll call vote was taken and this motion failed.
5. Chattanooga / Hamilton Co Conference proposal

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John Stuermer and a representative of Chattanooga Visitors and Convention Bureau presented their proposal for the 2013 and 2014 Conference. This presentation was followed by a question and answer session.

6. 2013 Conference Site Selection

The West Tennessee regional representatives recommended a Middle Tennessee location for 2013 based on the increased cost to have it in Memphis. The Embassy Suites in Murfreesboro has provided a bid for 2013 and Ike Lowry made the motion to hold the 2013 Conference at that location and Steve Jones made the second. The roll call vote was taken with Chris Masiogale voting no and the remainder voting aye.

7. 2014-2015 Site Selection

Ike Lowry made the motion to have the Site Selection Committee work with Chattanooga / Hamilton Co. for 2014-2015 and Joe Wilson made the second. The Board vote was unanimous.

**0511-9 Committee Reports**

1. TENA Cares – *M. Culberson*

Ms. Culberson reported that as a result of the recent tornadoes in Tennessee, 5 dispatchers in Hamilton County received assistance from TENA Cares and 1 dispatcher received assistance due to medical issues. In the year since the inception of this program a total of 21 dispatchers have been helped. She also advised that, per the auditor, the TENA Cares guidelines do need to be added to the by-laws. Carolann Mason made the motion to include the guidelines in the by-laws and Jennifer Estes made the second. The vote was unanimous to approve.

2. TERT Activation - *J. Estes*

Ms. Estes advised there was a week-long TERT activation in Washington and Greene County's as a result of the tornadoes. These dispatchers came out of Blount and Loudon Co. and worked in the Command Center.

3. Legislative Committee – *J. Turnbow*

Mr. Turnbow reported on the disposition of the following legislation

- a. The Caller Protection bill – went through the Senate committee with amendments but the House Committee passed it without the attached amendments. It was decided to look it over through the summer and resubmit a new version next session.
- b. The Purchasing bill – has passed both chambers and has been signed by the Governor.
- c. The Interest Protection – this is sitting “behind the budget” and if the budget passes so will this bill.
- d. The Employment Waiver – this will be effective for misdemeanor charges only and no felony charges will be waived. It has passed both chambers and is waiting on the Governor's signature.
- e. The bill increasing the fines for nuisance 911 calls has been tabled for this session and it too will be worked on before next session.

**0511-10 Comments and Reports**

1. District Representatives

- a. Obion Co. advised they would be hosting PSTC training and the dates and classes are posted on the TENA website.
- b. Weakley Co. advised they were hosting an SOP/COOP program and if anybody was interested to contact Jamison Peevyhouse.

2. Telco Representatives

No comments.

3. Other Delegates

No comments

4. Conference Reports

- a. Hotel Committee – *S. Hanna; K. Augustine*

No report

- b. Vendor & Sponsorship Committee – *T. Bramlett; K. White; J. Wilson*

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- No additional report
- c. Program Committee – *M. Culberson, J. Estes*  
Ms. Culberson advised the Board that as instructed, she asked NENA for a cancellation timeline in regards to the Pre-Conference course. NENA requires a 1 (one) month deadline.
  - d. Food & Entertainment – *S. Jones, S. Mitchell, K. White*  
No additional report.

**0511-11 Adjournment**

The next meeting is scheduled on Wednesday, July 27, 2011 at the Rutherford County ECD Office, Murfreesboro, TN at 9:30 am CDT

With no further business, and without objection, a motion was made to adjourn by Steve Jones with a second from Kim White.

These are the true, accurate and complete minutes of the Executive Board Meeting.

Approved, this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Secretary

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**Exhibit 1**

**TENNESSEE EMERGENCY NUMBER ASSOCIATION  
FINANCIAL REPORT**

**MAY 18, 2011**

IN CHECKING	(AS OF 3/19/11)	\$	38,899.04
DEPOSITS	(3/19/11 - 5/18/11)	\$	13,750.00
INTEREST		\$	4.35
<b>SUB-TOTAL</b>		<b>\$</b>	<b>52,653.39</b>
DEBITS (EXPENSE)		\$	4,357.35
CURRENT BALANCE		\$	48,296.04
CERTIFICATE OF DEPOSITS		\$	99,925.79
<b>TOTAL CASH ON HAND (AS OF 5/18/11)</b>		<b>\$</b>	<b>148,221.83</b>

CHECKS	AMOUNT	WRITTEN TO	FOR
1413	\$ 1,576.45	Maureen Culberson	Contract and Reimbursement
1414	VOID	VOID	VOID
1415	\$ 1,576.45	Maureen Culberson	Contract and Reimbursement
1416	\$ 65.03	Sez Sew	3 Shirts
1417	\$ 300.00	Fayette County 9-1-1	2010 Conference Refund
1418	\$ 411.42	Sullivan County 9-1-1	Reimb. Expenses - postage and supplies
1419	\$ 170.00	B & I Printing	TENA Envelopes
1420	\$ 194.07	Fed Ex	Express Mail
Bank Card	\$ 23.99	Survey Monkey	
Bank Card	\$ 29.94		
Pay Pal	\$ 10.00	Pay Pal	Test System
<b>Total Expenses:</b>	<b>\$ 4,357.35</b>		

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**ATTACHMENT 1**

**Sign-In**

Name	Representing	Email Address
SUSAN NELSON	WASH DC - 911 PSAP	SUSANP.NELSON@DC.GOV
RICKEY McWRIGHT	METRO NASHVILLE ECL	RICKEY.McWRIGHT@NASHVILLE.GOV
LISA FULTON	METRO NASHVILLE ECL	RICKEY.McWRIGHT@NASHVILLE.GOV
DUANE PHILLIPS	METRO NASHVILLE ECL	DUANE.PHILLIPS@NASHVILLE.GOV
Theda Bramlett	Bradley County 911	tbramlett@clevelandtn911.com
Rich Gwetter	AT&T	rg2502@att.com
David Gleason	MICRO DATA	dgleason@md-911.com
Andy Spreas	TECO	andy.spreas@tco.gov
Mark Hunter	Blue Ridge Voice Data	mhunter@blueridgevoiceanddata.com
Jamison Frenghouse	Wakley Co. 911	jamison@wv911.com
PATRICK McLEASON	State of TN OER	patrick.mcleason@tn.gov
Justin Whipple	State of TN OER	
Dale Whigley	Cassidian Comm.	dale.whigley@cassidiancommunications.com
Bill Smith	Smith Co 911	
Ned Patterson	Genovex	ned.patterson@genovex.com
John Stormer	Hamilton County ECD	stormer.jc@HCA911.org
J.R. Kelley	Wilson ECD	jrkelley@wilson911.org