

TENNESSEE EMERGENCY NUMBER ASSOCIATION

Executive Board Meeting Minutes

Tuesday, July 22, 2025

Pursuant to appropriate notice and following organizational bylaws, the Executive Board of the Tennessee Emergency Number Association (TENA) both met in person at the Rutherford County ECD Offices, Murfreesboro, TN, and via Zoom Call on Tuesday, July 22, 2025, at 1:00 pm (CT).

0725.I Call to Order

President Key called the meeting to order.

See Attachment 1 for Board of Directors and staff attendance. Justin Crowther, Kim White, Sean Lovejoy, and Michael Spencer attended virtually. Crystal Key, Jimmy Long, Rose White, Jeff Carney, Shauna Atchison, Lynn Campbell, Joey King, Lynn Thompson, and Eric Carpenter attended in person. Staff in attendance included Russell Freeman, Legal Counsel, and Maureen Culberson, Executive Director/Administrative Coordinator.

Attachment 2 lists the in-person guests who attended.

Before proceeding, President Key introduced Nick Lamontia, NENA's newly-appointed Southeast Director, from Kerr County, Texas. He was on the call and wanted to introduce himself to the Board and membership. He advised he would like to attend our Conference and will see if his schedule permits.

0725.II Presentation of Minutes from Previous Meeting

Lynn Thompson moved to approve the May Board meeting minutes, and Sean Lovejoy made the second. The Board voted unanimously to approve them.

0725.III Ratify Email Votes Since the Previous Meeting

There were two (2) votes to ratify.

1) To provide 'Grab-and-Go boxed lunches on Monday afternoon of the Conference.

2) To update TENA's current Mission Statement to read;

The Tennessee Emergency Number Association (TENA) serves as the unified voice for emergency communications professionals across the state of Tennessee. TENA is dedicated to promoting and providing education and training, operational excellence, and improved emergency response to safeguard human life, protect property, and promote safety.

Eric Carpenter moved to ratify these two votes, and Rose White made the second. The Board voted unanimously for approval

0725.IV Installation of New Board Member – R. Freeman

Russell Freeman, Legal Counsel, swore in the new East Region Representative, Robert 'Lynn' Campbell, Director of Hawkins Co. ECD/911.

0725. V Presentation of Financial Report – J. Crowther

Justin Crowther, Treasurer, presented the financial report for July, with the balances as of 05/12/2025 (see Exhibit 1).

The balances are as follows:

First Horizon checking account \$ 65,137.42

Community Bank investment account \$ 122,968.49

PayPal account \$ 0.00.

Rose White motioned to approve the Financial Reports as presented, with Jimmy Long making the second. With Justin Crowther abstaining, the remainder of the Board unanimously approved of this motion.

0725.VI Regional Reports

A. East Region –Kim White; Lynn Campbell

Kim White advised that the East Region has a meeting with about 20 members in attendance. They talked about the long-term planning committee and determined they want to nominate Jimmy Long for a position on the committee. They also discussed the nominations for TENA 2nd VP, as well as the Awards nominations. The order sheets for the 40th Anniversary t-shirts and the boxed lunches will go out in August, so be watching for them. Eric talked about NENA and APCO.

B. Middle Region –Joey King, Lynn Thompson

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Middle did not have a meeting..

C. West Region –*Sean Lovejoy, Michael Spencer*

No meeting in West either..

D. NENA At-Large – *S. Eric Carpenter*

Eric Carpenter thanks everyone who attended the NENA Conference in Long Beach last month.

Tennessee made a very strong showing with over 140 members attending. He went on to say, our chapter continues to be a leader nationally as far as participation and in educational efforts. One of the announcements at the membership meeting was the six largest chapters in NENA and TENA is among those, along with Texas, California, Illinois, Colorado and Florida, in no particular order. TENA is also the only chapter in the nation to have three emergency communication centers that are now Pier Award recipients, with Loudon Co. and Jefferson Co. taking home their award this year, joining Hamblen Co.

He advised that NENA's Standards and Best Practices conference will be in New Orleans, LA, on January 11th-16th, 2026. Then 911 Goes To Washington in February and he asked everyone to think about attending. He also advised that NENA 2026 Conference will be in Coumbus, OH and the 2027 Conference will be in Nashville, which is the same year that Cassie Lowery will be serving as President.

He finished his report by saying that NENA CEO, Brian Fontes has retired and the new CEO is John Provenzano, who is originally from CA and brings a lot of leadership experience to NENA. Welcome to Mr. Provenzano.

0725.VII Report from Legal Counsel

Mr. Freeman reported we have been busy with the application for the 501(c)3 conversion application. I want to thank Maureen Culberson for her invaluable and significant input in the history that was required. Justin Crowther provided some financial statistical information that had to be submitted as well. Thanks for the quick review by the Board. I made the Executive decision to go ahead and submit the paperwork to the IRS. The CPA doesn't think we will have a whole lot more to deal with.

My understanding if we get a verification before conference, we will not have to pay sales tax. Mr. Freeman stated he has his fingers crossed that we will be accepted as 501(c)3. He went on to advise we named NENA as our successor entity. Even though most of the Board wanted TN-APCO, they got behind in their tax process and had to work out a few tax returns or something before they could get their application submitted. So he went with the alternative of NENA.

0725.VIII 911 Partner Reports

A. Tennessee Emergency Communications Board

Jennifer White reported that the Long-Range Planning Committee will be held tomorrow. On the agenda there is discussions about the audits and compliance with them.

B. NENA

Cassie Lowery reported the following

- She thanked Eric Carpenter for his detailed report .
- She advised that on July 24th, NENA has partnered with National Assoc. of Convenience Stores for the fifth year and is sponsoring free refreshments for uniformed First Responders. Check that website for stores in your area.

C TN-APCO

Jared Pelham, TN-APCO's President, reported the following

- The Call for Speakers for the TN-APCO track will be open until August 1, so if there are any SME that want to submit there is still time.
- The National APCO Conference begins this weekend in Baltimore, MD and we are hoping that Tennessee comes on strong in attendance.
- We will open the RPL Scholarship submissions shortly after we return from Baltimore and we will announce the recipients at the TENA Conference

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0725.IX Committee Reports

A. Conference Committees – *Jimmy Long*

1. Registration Committee – *J. Crowther*

Mr. Crowther advised there have been 140 registrations so far, with 35 being IP's

2. Hotel Committee – *S. Atchison*

Ms. Atchison stated the links for the hotel went out on Friday and she and Maureen have been getting emails about glitches with the system. She has been in contact with Embassy, and they are aware of the issues and are working to get them resolved. She also stated the Host hotel was full and she was beginning to place people at the overflow. She reiterated to all, please do not cancel your unneeded rooms directly with the hotel. When you do that the room goes back into the hotel block and cannot be used by any TENA member who still needs a room.

3. IP's & Sponsors – *K. White*

We moving right along. Ms. White stated she would be at APCO next week and would be talking to a bunch while she was there.

4. Program & Agenda – *C. Key*

President Key said, the agenda was filling up fast with submissions. Ms. Culberson advised she was having to juggle some of the entries to make them work for the presenter. Maureen also stated that she would post the agenda after she receives the schedule from TN-APCO.

5. Food & Entertainment – *E. Carpenter*

Mr. Carpenter advised that all was in good shape. He feels everyone will be satisfied with the selections for the Banquet. He thanked the Board for approving the boxed lunches. He feels this will give attendees more time to spend in the Exhibit Hall.

6. Sen. Joe Haynes Award – *R. White*

Ms. White advised that as of last night, there was one nomination, but we still had a couple of weeks

7. 911 Professional Awards – *L. Thompson*

Mr. Thompson stated that as of earlier today, there were a total of 10 submissions for the various awards, and he's hoping that it is only a start. He also wants to thank Raymond Chiozza for his suggestion for something that has been right before our eyes for years, and that was to keep the nominations open all year long.

Sean Lovejoy brought up a request from a West member about moving the timeline up so that agencies with a strict travel policy would have at least six weeks to submit and plan in the event they win. Mr. Thompson advised the proposed amendment to be considered. He also said the member asked if TENA could take care of the cost of the hotel rooms for the winner. Maureen explained that some of the awards were for an entire center or shift which could be 10-15 rooms. That is a financial expenditure that would be very hard for TENA to absorb. Mr. Lovejoy said he now understands better and that most national organizations do not provide complementary rooms. He would like TENA to revisit this issue in the future, though.

A lengthy discussion ensued about setting a hard date for the deadline for nominations and selecting the winners. It was decided that closing nominations date would be June 30, and the selection date would be no later than July 15, which should still give the winners 8 weeks to submit their travel plans.

8. Technical – *E. Ritzman*

Eric was not on the call, but Maureen advised the projectors that he requested and the Board approved, have been ordered and delivered, along with the some additional cables, etc.

9. Golf Tourney – *E. Carpenter*

Mr. Carpenter advised details are being worked out with the club. He said they would capped it to 40 players or 10 foursomes, and they are halfway there with reservations.

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0725.X Old Business

No old business to discuss

0725.XI New Business

A. Additional Policy Amendment – *Rose White*

See Appendix I – Bylaws and Policy Amendment

The Board needs to vote to change the language to include a hard deadline of June 30 each year and that the selection meeting will take place on or before July 15 to accommodate travel submission requirements for some entities. Motion was made by Rose White to change the language to include the above dates. The second was made by Eric Carpenter. The Board voted unanimously to approve the motion.

Next the Board needs to vote to place the amended policy on the ballot. Eric Carpenter made the motion with Rose White making the second. This motion was approved unanimously by the Board.

B. Any Additional New Business

Lynn Thompson asked if we were current on New Business and he was advised, yes. He would like to address Sean's request about taking care of the cost of hotel rooms for the award winners and not just leave him hanging out there. Mr. Thompson went on to say, he would love to be able to do that, but financially TENA was not able to at this time. We will consider it in the future maybe addressing this in some form or fashion, but at this point, we're just not able. He also stated that he feels if we are honoring a person from a call center, then he feels those call centers should step up to say thank you for a job well done.

0725.XII Comments/Reports

A. District / PSAP Representatives

B. Industry Partners

Garrett Turo is the Regional Manager for Tennessee, He just wanted to introduce himself to the Board and he appreciates our members support.

Also on the call is Whitney Miller. She advised thanks for a moment of your time. I am with GMR in a VP role across the nation with our organization. So many of you may already know but GMR Global Medical Response is the main parent company or mothership that owns all of our air mainly across the state of Tennessee. All the brands from Erlanger, Life Force, UT, LifeStar, AreaEvac, Hospital Wing, etc. For the last two years we've worked to develop a new technology specifically for 911 PSAP centers. My team now heads this up and we are in the process of launching, as many of these at no cost to you, all web-based platforms that you guys can put into your dispatch centers. We've got several of them already live across the state of Tennessee as well but a total of 1300 plus across the nation that are utilizing it. It's a website that your communicators will be able to log in at the beginning of their shift and request by an online web-based platform and track all of our medical transport requests in and out of your county. We will be at the TENA Conference. We'll be there with our partner, Erlanger Life Force. So look for us at that booth and we'll be glad to answer any questions there as well as, you know, any questions that come right up.

C. Other Delegates

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0725.XIII Adjournment

The next meeting is scheduled for Saturday, September 27, 2025, at 2:00 pm (CT) at the Embassy Suites Hotel and Conference Center, Murfreesboro, TN

With no further business and without objection, Jimmy Long made a motion to adjourn, and Joey King seconded. The meeting was adjourned.

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

Secretary

Date

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ATTACHMENT 1 – TENA Board & Staff Attendance

		Present	Absent	Virtual
<i>President</i>	Crystal Key, ENP	X		
<i>1st Vice President</i>	James Long	X		
<i>2nd Vice President</i>	Rose White, ENP	X		
<i>Secretary</i>	Shauna Atchison, ENP	X		
<i>Treasurer</i>	Justin Crowther, ENP			X
<i>East Region Rep</i>	Robert (Lynn) Campbell	X		
<i>East Region Rep</i>	Kim White			X
<i>Middle Region Rep</i>	Joey King, ENP	X		
<i>Middle Region Rep</i>	James (Lynn) Thompson, ENP	X		
<i>West Region Rep</i>	Sean Lovejoy, ENP			X
<i>West Region Rep</i>	Michael Spencer, ENP			X
<i>At-Large NENA Rep</i>	Eric Carpenter, ENP	X		
<i>Past President</i>	Jeff Carney, ENP	X		
<i>Legal Counsel</i>	Russell Freeman	X		
<i>Executive Director</i>	Maureen Culberson	X		

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ATTACHMENT 2 – Virtual Attendance

ZOOM MEETING ATTENDANCE

TENA BOARD MTG 07.22.2025

			Join time	Leave time	Duration
	Kristy	Borden	7/22/2025 14:01	7/22/2025 14:08	7
	Chris	Burst	7/22/2025 12:53	7/22/2025 13:01	8
	christopher	burst	7/22/2025 12:53	7/22/2025 13:08	15
	r	chiozza	7/22/2025 12:59	7/22/2025 13:15	16
	Michael	Guthrie	7/22/2025 12:57	7/22/2025 14:08	71
	Angelia	Koski	7/22/2025 13:07	7/22/2025 13:31	24
	Nick	LaMontia	7/22/2025 13:04	7/22/2025 13:31	27
	Greg	Matherly	7/22/2025 12:58	7/22/2025 13:31	33
	Whitney	Miller (GMR)	7/22/2025 12:58	7/22/2025 13:39	42
	Karen	Moore	7/22/2025 12:58	7/22/2025 13:44	46
	Lesley	Musick	7/22/2025 12:52	7/22/2025 14:07	75
	Alycia	Rosson	7/22/2025 13:00	7/22/2025 13:49	50
	Jennifer	Schwendimann	7/22/2025 13:01	7/22/2025 13:56	55
	Randall	Washington Co 911	7/22/2025 13:04	7/22/2025 14:00	56
	sadie		7/22/2025 12:55	7/22/2025 13:56	62
	Chloe		7/22/2025 13:03	7/22/2025 14:08	65
	Jared		7/22/2025 13:01	7/22/2025 14:07	67
	Chloe		7/22/2025 13:00	7/22/2025 14:08	68
TENA	Justin	Crowther	7/22/2025 12:58	7/22/2025 14:08	70
TENA	Sean	Lovejoy, ENP, RPL	7/22/2025 12:55	7/22/2025 14:07	73
TENA	Michael	Spencer	7/22/2025 12:53	7/22/2025 14:08	75
TENA	kim	white	7/22/2025 12:53	7/22/2025 14:08	75
TENA	Admin Coord.		7/22/2025 12:42	7/22/2025 14:08	87

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EXHIBIT 1 Balance Sheet

Balance Sheet	
Tennessee Emergency Number Association	
As of July 14, 2025	
DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Community Bank	122,968.49
First Horizon Bank - Checking	65,137.42
PayPal	
Total for Bank Accounts	\$188,105.91
Accounts Receivable	
Accounts Receivable	81,806.50
Total for Accounts Receivable	\$81,806.50
Other Current Assets	
Undeposited Funds	
Total for Other Current Assets	0
Total for Current Assets	\$269,912.41
Fixed Assets	
Other Assets	
Total for Assets	\$269,912.41
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Total for Current Liabilities	0
Long-term Liabilities	
Total for Liabilities	0
Equity	
Retained Earnings	173,447.39
Net Income	96,465.02
Total for Equity	\$269,912.41
Total for Liabilities and Equity	\$269,912.41

For complete Finance Report, see attached file

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EXHIBIT 2 2025 Budget

page 1

Tennessee Emergency Number Association Financial Report

7/14/2025

REVENUE					
	2025 Budget	Adjustment	Amended	Actual	Remaining
Operating Revenue: Associate Membership Dues	\$ 600		\$ 600		\$ (600)
Operating Revenue:Credit Card Processing Fees	\$ 2,900		\$ 2,900	\$ 946.69	\$ (1,953)
Operating Revenue:ENP Scholarships	\$ 2,800		\$ 2,800	\$ 890.00	\$ (1,910)
Operating Revenue:Interest - Community Bank	\$ 1,300		\$ 1,300	\$ 638.36	\$ (662)
Operating Revenue:Membership Dues	\$ 29,000		\$ 29,000	\$ 22,450.00	\$ (6,550)
Operating Revenue:NENA Dues	\$ 5,800		\$ 5,800	\$ 6,913.00	\$ 1,113
Operating Revenue:Rebates (Spring)	\$ 200		\$ 200		\$ (200)
Operating Revenue:Dontations	\$ -		\$ 762		\$ -
TOTAL OPERATING REVENUE	\$ 42,600	\$ -	\$ 42,600	\$ 31,838.05	\$ (10,762)
Conference Revenue: Additional Exhibit Booth	\$ 1,000		\$ 1,000	\$ 250.00	\$ (750)
Conference Revenue:Attendee Conference Registration	\$ 95,000		\$ 95,000	\$ 21,450.00	\$ (73,550)
Conference Revenue:Banquet Tickets	\$ 1,600		\$ 1,600	\$ 100.00	\$ (1,500)
Conference Revenue:Day Pass	\$ 9,000		\$ 9,000	\$ 875.00	\$ (8,125)
Conference Revenue:Golf Tournament Registration	\$ 2,700		\$ 2,700		\$ (2,700)
Conference Revenue:Guest Passes	\$ 1,200		\$ 1,200		\$ (1,200)
Conference Revenue:Industry Partner Registration	\$ 33,500		\$ 33,500	\$ 16,000.00	\$ (17,500)
Conference Revenue:Pre-Conference Course Registration	\$ 4,500		\$ 4,500	\$ 2,055.00	\$ (2,445)
Conference Revenue:Sponsorships - Conference	\$ 61,400		\$ 61,400	\$ 9,500.00	\$ (51,900)
Conference Revenue:Super Session Registration	\$ -		\$ -		\$ -
Conference Revenue:TN-APCO	\$ 2,500		\$ 2,500		\$ (2,500)
Conference Revenue: EMAT Reimbursement	\$ 11,900		\$ 11,900	\$ 10,596.37	\$ (1,304)
CONFERENCE REVENUE	\$ 224,300	\$ -	\$ 224,300	\$ 60,826.37	\$ (163,474)
TOTAL REVENUE	\$ 266,900	\$ -	\$ 266,900	\$ 92,664.42	\$ (174,236)
EXPENSES					
Operating Expense:Audit Expenses	\$ 4,500		\$ 4,500	\$ 5,500.00	\$ (1,000)
Operating Expense:Certificates & Ballots	\$ 400		\$ 400		\$ 400
Operating Expense:Dontations	\$ -		\$ -		\$ -
Operating Expense:ENP Scholarship's	\$ 5,400		\$ 5,400	\$ 2,540.00	\$ 2,860
Operating Expense:Executive Director Contract	\$ 21,735		\$ 21,735	\$ 12,677.14	\$ 9,058
Operating Expense:Insurance	\$ 4,000		\$ 4,000		\$ 4,000
Operating Expense:Legal Counsel Fees	\$ 21,000		\$ 21,000	\$ 12,250.00	\$ 8,750
Operating Expense:Operating Expenses	\$ 4,000		\$ 4,000	\$ 2,492.33	\$ 1,508
Operating Expense:Service Charge	\$ 500		\$ 500	\$ 5.00	\$ 495
Operating Expense:Surety Bond Expense	\$ -		\$ -		\$ -
Operating Expense:Website / Domain Expenses	\$ 450		\$ 450	\$ 433.13	\$ 17
TOTAL OPERATING EXPENSES	\$ 61,985	\$ -	\$ 61,985	\$ 35,897.60	\$ 26,087
Program Agenda:Pre-Conference Course Session	\$ 4,500		\$ 4,500		\$ 4,500
Program Agenda:Keynote Speaker Session	\$ 5,000		\$ 5,000		\$ 5,000
Program Agenda:Conference Instructors	\$ 2,500		\$ 2,500		\$ 2,500
Program Agenda:Speaker Expenses	\$ -		\$ -		\$ -
Program Agenda:CEU's	\$ 2,000		\$ 2,000		\$ 2,000
Conference Food/Beverage:Sunday food and beverage	\$ 1,100		\$ 1,100		\$ 1,100
Conference Food/Beverage:Monday food and beverage	\$ 5,300		\$ 5,300		\$ 5,300
Conference Food/Beverage:Tuesday food and beverage	\$ 43,500		\$ 43,500		\$ 43,500
Conference Food/Beverage:Wednesday food and beverage	\$ 2,900		\$ 2,900		\$ 2,900
Off-Site IP Event:Venue Rental	\$ 20,000		\$ 20,000	\$ 19,311.62	\$ 688
Off-Site IP Event:Sunday IP Event Food and Beverage	\$ 10,000		\$ 10,000		\$ 10,000
Off-Site IP Event:Entertainment	\$ -		\$ -		\$ -
Off-Site IP Event:Transportation	\$ 1,750		\$ 1,750	\$ 250.00	\$ 1,500

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EXHIBIT 2 cont.

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Tennessee Emergency Number Association Financial Report

7/14/2025

	2025 Budget	Adjustment	Amended	Actual	Remaining
Conference Site Fees:Hotel Rooms	\$ 8,600		\$ 8,600		\$ 8,600
Conference Site Fees:Meeting Rooms	\$ 1,300		\$ 1,300		\$ 1,300
Conference Site Fees:Decorator Fees / Booth Setup Fees / Electric	\$ 33,000		\$ 33,000		\$ 33,000
Conference Site Fees:AV Fees	\$ 23,500		\$ 23,500		\$ 23,500
Publicity & Printing:Conference Guide	\$ -		\$ -		\$ -
Publicity & Printing:Signs	\$ 1,000		\$ 1,000		\$ 1,000
Registration:Registration Software	\$ 23,900		\$ 23,900	\$ 21,192.73	\$ 2,707
Registration:Registration Supplies	\$ 1,000		\$ 1,000		\$ 1,000
Technical:Technology Supplies	\$ 1,000		\$ 1,000	\$ 925.13	\$ 75
Prizes:Awards	\$ 700		\$ 700		\$ 700
Prizes:Door Prizes	\$ 1,000		\$ 1,000		\$ 1,000
Golf Tournament:Golf Outing Expenses	\$ 4,500		\$ 4,500		\$ 4,500
Golf Tournament:Miscellaneous expense	\$ -		\$ -		\$ -
Miscellaneous:Conference Bags	\$ 3,200		\$ 3,200		\$ 3,200
Miscellaneous:Lanyards/Name Badge Holders	\$ 1,650		\$ 1,650		\$ 1,650
Miscellaneous:Conference Shirts	\$ 1,000		\$ 1,000	\$ 428.82	\$ 571
Miscellaneous:Miscellaneous expense	\$ 1,000		\$ 1,000		\$ 1,000
TOTAL CONFERENCE EXPENSES	\$ 204,900	\$ -	\$ 204,900	\$ 42,108.30	\$ 162,792
TOTAL EXPENSES	\$ 266,885	\$ -	\$ 266,885	\$ 78,005.90	\$ 188,879
TOTAL REVENUE	\$ 266,900	\$ -	\$ 266,900	\$ 92,664.42	\$ (174,236)
TOTAL PROFIT/(LOSS)	\$ 15	\$ -	\$ 15	\$ 14,658.52	\$ 14,644

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APPENDIX I – Bylaws and Policy Amendments

7.01 SENATOR JOE HAYNES AWARD

7.01.C.1 The Nomination forms should be made available to membership **throughout the year** ~~8~~
~~weeks prior to Conference~~ and should be returned to the committee no later than **June 30**
~~4 weeks prior to conference.~~

7.01.C.2 Nominations forms will be received by the Executive Director- Administrative
Coordinator **as they are submitted and distributed to the committee members one**
(1) week prior to the committee meeting, which will be no later than July 15. ~~who~~
~~will distribute to each committee member as they are received.~~

7.02 9-1-1 PROFESSIONAL AWARDS

7.02.D.1 The Nomination forms should be made available to membership **throughout the year** ~~8~~
~~weeks prior to Conference~~ and should be returned to the committee no later than **June 30**
~~4 weeks prior to conference.~~

7.02.D.2 Nomination forms will be received by the Executive Director- Administrative Coordinator
as they are submitted and distributed to the committee members one (1) week
prior to the committee meeting, which will be no later than July 15. ~~who will~~
~~distribute to each committee member as they are received.~~

Balance Sheet

Tennessee Emergency Number Association

As of July 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Community Bank	122,968.49
First Horizon Bank - Checking	65,137.42
PayPal	
Total for Bank Accounts	\$188,105.91
Accounts Receivable	
Accounts Receivable	81,806.50
Total for Accounts Receivable	\$81,806.50
Other Current Assets	
Undeposited Funds	
Total for Other Current Assets	0
Total for Current Assets	\$269,912.41
Fixed Assets	
Other Assets	
Total for Assets	\$269,912.41
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Total for Current Liabilities	0
Long-term Liabilities	
Total for Liabilities	0
Equity	
Retained Earnings	173,447.39
Net Income	96,465.02
Total for Equity	\$269,912.41
Total for Liabilities and Equity	\$269,912.41

Transaction List by Date

Tennessee Emergency Number Association

May 15-July 14, 2025

First Horizon

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
First Horizon Bank - Checking							
05/19/2025	Expense		Yes	Freeman & Bracey, PLC		Operating Expenses:Legal Counsel contract	-1,750.00
05/19/2025	Expense		Yes	Maureen Culberson		Operating Expenses:Executive Director contract	-1,811.02
05/20/2025	Expense		Yes	Quickbooks		Operating Expenses:Operating Expenses{106}	-38.41
05/20/2025	Expense		Yes	Mission Critical Partners, LLC	MCP Leadership Symposium partnership with APCO Invoice#24842	Operating Expenses:Operating Expenses{106}	-600.00
05/21/2025	Check	0589	Yes	Main Event		Conference Expenses:Off-Site IP Event:Venue Rental	-19,311.62
05/23/2025	Deposit		Yes				900.00
06/05/2025	Expense		Yes	Anchor Transportation	Off Site Transportation	Conference Expenses:Off-Site IP Event:IP Transportation	-250.00
06/10/2025	Deposit		Yes	Sullivan County 911		Undeposited Funds	600.00
06/10/2025	Expense		Yes	Freeman & Bracey, PLC			-1,770.46
06/12/2025	Deposit		Yes		System-recorded deposit for QuickBooks Payments		12,318.80
06/12/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee- name: DiscountRateFee, fee- type: Daily.	Operating Expenses:Operating Expenses{106}	-368.35
06/16/2025	Deposit		Yes	M&M Micro Systems Inc.	System-recorded deposit for QuickBooks Payments	Undeposited Funds	1,030.00
06/16/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee- name: DiscountRateFee, fee- type: Daily.	Operating Expenses:Operating Expenses{106}	-30.80
06/17/2025	Deposit		Yes				2,950.00
06/20/2025	Expense		Yes	Maureen Culberson		Operating Expenses:Executive Director contract	-1,811.02
06/20/2025	Deposit		Yes		System-recorded deposit for QuickBooks Payments		4,180.00
06/20/2025	Deposit		Yes				6,437.50
06/20/2025	Expense		Yes	Quickbooks		Operating Expenses:Operating Expenses{106}	-38.41
06/20/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee- name: DiscountRateFee, fee- type: Daily.	Operating Expenses:Operating Expenses{106}	-192.48

Transaction List by Date

Tennessee Emergency Number Association

May 15-July 14, 2025

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/26/2025	Deposit		Yes		System-recorded deposit for QuickBooks Payments		3,530.00
06/26/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Operating Expenses:Operating Expenses{106}	-105.55
07/02/2025	Deposit		Yes	Henderson County 911	System-recorded deposit for QuickBooks Payments	Undeposited Funds	3,177.55
07/02/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Operating Expenses:Operating Expenses{106}	-95.01
07/02/2025	Expense		Yes	Security Metrics Inc		Operating Expenses:Operating Expenses{106}	-155.00
07/03/2025	Deposit		Yes	Replay Systems Inc	System-recorded deposit for QuickBooks Payments	Undeposited Funds	7,935.00
07/03/2025	Deposit		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Undeposited Funds	3,605.00
07/03/2025	Expense		Yes			Operating Expenses:Operating Expenses{106}	-107.79
07/08/2025	Deposit		Yes	Sevierville Police Department	System-recorded deposit for QuickBooks Payments	Undeposited Funds	669.50
07/08/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Operating Expenses:Operating Expenses{106}	-20.02
07/09/2025	Deposit		Yes	Anderson County 911	System-recorded deposit for QuickBooks Payments	Undeposited Funds	334.75
07/09/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Operating Expenses:Operating Expenses{106}	-10.01
07/10/2025	Deposit		Yes	Caliber Public Safety	System-recorded deposit for QuickBooks Payments	Undeposited Funds	2,575.00
07/10/2025	Expense		Yes	QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	Operating Expenses:Operating Expenses{106}	-76.99
07/14/2025	Deposit		Yes	Godwin & Associates			7,288.00
07/14/2025	Expense		Yes	Freeman & Bracey, PLC			-5,950.00
07/14/2025	Expense		Yes				-1,770.47

Transaction List by Date

Tennessee Emergency Number Association
May 15-July 14, 2025

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
07/14/2025	Expense		Yes	Maureen Culberson		Operating Expenses:Executive Director contract	-1,811.02
Total for First Horizon Bank - Checking							\$19,456.67
TOTAL							\$19,456.67

Transaction List by Date

Tennessee Emergency Number Association

May 15-July 14, 2025

Community Bank

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Community Bank							
05/31/2025	Deposit	INTEREST	Yes		Interest Earned	Operating Revenue:Community Bank - Interest	105.94
06/30/2025	Deposit	INTEREST	Yes		Interest Earned	Operating Revenue:Community Bank - Interest	109.56
Total for Community Bank							\$215.50
TOTAL							\$215.50

Transaction List by Date

Tennessee Emergency Number Association

May 15-July 14, 2025

Payroll

DATE	TRANSACTION TYPE	NUM	POSTING (Y/N)	NAME	MEMO/DESCRIPTION	ACCOUNT NAME	ACCOUNT FULL NAME	AMOUNT
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Profit and Loss

Tennessee Emergency Number Association

January 1-July 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Conference Revenue	0
Addition Industry Partner Booth	250.00
Attendee Conf Registration	21,450.00
Banquet Tickets	100.00
Day Pass	875.00
EMAT Reimbursement	10,596.37
Industry Partner Registration	16,000.00
Pre-Conference Registration	2,055.00
Sponsorships	9,500.00
Total for Conference Revenue	\$60,826.37
Operating Revenue	0
Community Bank - Interest	638.36
Credit Card Processing Fee	946.69
ENP Scholarships	890.00
Membership Dues	22,450.00
NENA Dues	6,913.00
Total for Operating Revenue	\$31,838.05
Total for Income	\$92,664.42
Cost of Goods Sold	
Gross Profit	\$92,664.42
Expenses	
Conference Expenses	0
Miscellaneous	0
Conference shirts	428.82
Total for Miscellaneous	\$428.82
Off-Site IP Event	0
IP Transportation	250.00
Venue Rental	19,311.62
Total for Off-Site IP Event	\$19,561.62
Registration	0
Registration Software	21,192.73
Total for Registration	\$21,192.73
Technical	0
Technology Supplies	925.13
Total for Technical	\$925.13
Total for Conference Expenses	\$42,108.30

Profit and Loss

Tennessee Emergency Number Association

January 1-July 14, 2025

DISTRIBUTION ACCOUNT	TOTAL
Operating Expenses	0
Audit Expenses	5,500.00
ENP Scholarship	2,540.00
Executive Director contract	12,677.14
Legal Counsel contract	12,250.00
Operating Expenses{106}	2,492.33
Service Charge	5.00
Website / Domain Expenses	433.13
Total for Operating Expenses	\$35,897.60
Total for Expenses	\$78,005.90
Net Operating Income	\$14,658.52
Other Income	
Other Expenses	
Net Other Income	0
Net Income	\$14,658.52

**Tennessee Emergency Number Association
Financial Report**

7/14/2025

REVENUE					
	2025 Budget	Adjustment	Amended	Actual	Remaining
Operating Revenue: Associate Membership Dues	\$ 600		\$ 600		\$ (600)
Operating Revenue:Credit Card Processing Fees	\$ 2,900		\$ 2,900	\$ 946.69	\$ (1,953)
Operating Revenue:ENP Scholarships	\$ 2,800		\$ 2,800	\$ 890.00	\$ (1,910)
Operating Revenue:Interest - Community Bank	\$ 1,300		\$ 1,300	\$ 638.36	\$ (662)
Operating Revenue:Membership Dues	\$ 29,000		\$ 29,000	\$ 22,450.00	\$ (6,550)
Operating Revenue:NENA Dues	\$ 5,800		\$ 5,800	\$ 6,913.00	\$ 1,113
Operating Revenue:Rebates (Spring)	\$ 200		\$ 200		\$ (200)
Operating Revenue:Dontations	\$ -		\$ 762		\$ -
<u>TOTAL OPERATING REVENUE</u>	\$ 42,600	\$ -	\$ 42,600	\$ 31,838.05	\$ (10,762)
Conference Revenue: Additional Exhibit Booth	\$ 1,000		\$ 1,000	\$ 250.00	\$ (750)
Conference Revenue:Attendee Conference Registration	\$ 95,000		\$ 95,000	\$ 21,450.00	\$ (73,550)
Conference Revenue:Banquet Tickets	\$ 1,600		\$ 1,600	\$ 100.00	\$ (1,500)
Conference Revenue:Day Pass	\$ 9,000		\$ 9,000	\$ 875.00	\$ (8,125)
Conference Revenue:Golf Tournament Registration	\$ 2,700		\$ 2,700		\$ (2,700)
Conference Revenue:Guest Passes	\$ 1,200		\$ 1,200		\$ (1,200)
Conference Revenue:Industry Partner Registration	\$ 33,500		\$ 33,500	\$ 16,000.00	\$ (17,500)
Conference Revenue:Pre-Conference Course Registration	\$ 4,500		\$ 4,500	\$ 2,055.00	\$ (2,445)
Conference Revenue:Sponsorships - Conference	\$ 61,400		\$ 61,400	\$ 9,500.00	\$ (51,900)
Conference Revenue:Super Session Registration	\$ -		\$ -		\$ -
Conference Revenue:TN-APCO	\$ 2,500		\$ 2,500		\$ (2,500)
Conference Revenue: EMAT Reimbursement	\$ 11,900		\$ 11,900	\$ 10,596.37	\$ (1,304)
<u>CONFERENCE REVENUE</u>	\$ 224,300	\$ -	\$ 224,300	\$ 60,826.37	\$ (163,474)
<u>TOTAL REVENUE</u>	\$ 266,900	\$ -	\$ 266,900	\$ 92,664.42	\$ (174,236)
EXPENSES					
Operating Expense:Audit Expenses	\$ 4,500		\$ 4,500	\$ 5,500.00	\$ (1,000)
Operating Expense:Certificates & Ballots	\$ 400		\$ 400		\$ 400
Operating Expense:Dontations	\$ -		\$ -		\$ -
Operating Expense:ENP Scholarship's	\$ 5,400		\$ 5,400	\$ 2,540.00	\$ 2,860
Operating Expense:Executive Director Contract	\$ 21,735		\$ 21,735	\$ 12,677.14	\$ 9,058
Operating Expense:Insurance	\$ 4,000		\$ 4,000		\$ 4,000
Operating Expense:Legal Counsel Fees	\$ 21,000		\$ 21,000	\$ 12,250.00	\$ 8,750
Operating Expense:Operating Expenses	\$ 4,000		\$ 4,000	\$ 2,492.33	\$ 1,508
Operating Expense:Service Charge	\$ 500		\$ 500	\$ 5.00	\$ 495
Operating Expense:Surety Bond Expense	\$ -		\$ -		\$ -
Operating Expense:Website / Domain Expenses	\$ 450		\$ 450	\$ 433.13	\$ 17
<u>TOTAL OPERATING EXPENSES</u>	\$ 61,985	\$ -	\$ 61,985	\$ 35,897.60	\$ 26,087
Program Agenda:Pre-Conference Course Session	\$ 4,500		\$ 4,500		\$ 4,500
Program Agenda:Keynote Speaker Session	\$ 5,000		\$ 5,000		\$ 5,000
Program Agenda:Conference Instructors	\$ 2,500		\$ 2,500		\$ 2,500
Program Agenda:Speaker Expenses	\$ -		\$ -		\$ -
Program Agenda:CEU's	\$ 2,000		\$ 2,000		\$ 2,000
Conference Food/Beverage:Sunday food and beverage	\$ 1,100		\$ 1,100		\$ 1,100
Conference Food/Beverage:Monday food and beverage	\$ 5,300		\$ 5,300		\$ 5,300
Conference Food/Beverage:Tuesday food and beverage	\$ 43,500		\$ 43,500		\$ 43,500
Conference Food/Beverage:Wednesday food and beverage	\$ 2,900		\$ 2,900		\$ 2,900
Off-Site IP Event:Venue Rental	\$ 20,000		\$ 20,000	\$ 19,311.62	\$ 688
Off-Site IP Event:Sunday IP Event Food and Beverage	\$ 10,000		\$ 10,000		\$ 10,000
Off-Site IP Event:Entertainment	\$ -		\$ -		\$ -
Off-Site IP Event:Transportation	\$ 1,750		\$ 1,750	\$ 250.00	\$ 1,500

**Tennessee Emergency Number Association
Financial Report**

7/14/2025

	2025 Budget	Adjustment	Amended	Actual	Remaining
Conference Site Fees:Hotel Rooms	\$ 8,600		\$ 8,600		\$ 8,600
Conference Site Fees:Meeting Rooms	\$ 1,300		\$ 1,300		\$ 1,300
Conference Site Fees:Decorator Fees / Booth Setup Fees / Electric	\$ 33,000		\$ 33,000		\$ 33,000
Conference Site Fees:AV Fees	\$ 23,500		\$ 23,500		\$ 23,500
Publicity & Printing:Conference Guide	\$ -		\$ -		\$ -
Publicity & Printing:Signs	\$ 1,000		\$ 1,000		\$ 1,000
Registration:Registration Software	\$ 23,900		\$ 23,900	\$ 21,192.73	\$ 2,707
Registration:Registration Supplies	\$ 1,000		\$ 1,000		\$ 1,000
Technical:Technology Supplies	\$ 1,000		\$ 1,000	\$ 925.13	\$ 75
Prizes:Awards	\$ 700		\$ 700		\$ 700
Prizes:Door Prizes	\$ 1,000		\$ 1,000		\$ 1,000
Golf Tournament:Golf Outing Expenses	\$ 4,500		\$ 4,500		\$ 4,500
Golf Tornment:Miscellaneous expense	\$ -		\$ -		\$ -
Miscellaneous:Conference Bags	\$ 3,200		\$ 3,200		\$ 3,200
Miscellaneous:Lanyards/Name Badge Holders	\$ 1,650		\$ 1,650		\$ 1,650
Miscellaneous:Conference Shirts	\$ 1,000		\$ 1,000	\$ 428.82	\$ 571
Miscellaneous:Miscellaneous expense	\$ 1,000		\$ 1,000		\$ 1,000
<u>TOTAL CONFERENCE EXPENSES</u>	<u>\$ 204,900</u>	<u>\$ -</u>	<u>\$ 204,900</u>	<u>\$ 42,108.30</u>	<u>\$ 162,792</u>
<u>TOTAL EXPENSES</u>	<u>\$ 266,885</u>	<u>\$ -</u>	<u>\$ 266,885</u>	<u>\$ 78,005.90</u>	<u>\$ 188,879</u>
<u>TOTAL REVENUE</u>	<u>\$ 266,900</u>	<u>\$ -</u>	<u>\$ 266,900</u>	<u>\$ 92,664.42</u>	<u>\$ (174,236)</u>
<u>TOTAL PROFIT/(LOSS)</u>	<u>\$ 15</u>	<u>\$ -</u>	<u>\$ 15</u>	<u>\$ 14,658.52</u>	<u>\$ 14,644</u>

Conference Registration Breakdown

Pre Con- APCO	4
Banquest	3
Non-Member	2
Attendee(s)	112
Day Pass- Tuesday	5
Guest	1
Pre Con- NENA	13

140

Industry Partners	18
Sponsor Fee	4
Bronze	5
Silver	2
Gold	4
Platinum	2

35