MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of May 16, 2024

Commissioners Attending:

Pat Mitchell	Eric Linsley	Donnie Brown
Timothy Hughes	Chris McLean	

Staff Attending:

Roy Hodge, Director	Jeffery Hartley, Attorney
Hayley Clough, Recording Secretary	Robert Jackson, Deputy Director
Ashley Carlisle, Comptroller	Katrina Brewer, Communications Manager

The REGULAR board meeting of the Board of Commissioners was held on May 16, 2024, at the Mobile County Communications Center.

Call to Order – Chairman Mitchell called the meeting to order at 9:58 AM.

Approval of Minutes – Commissioner Brown made a motion to approve the minutes from the April 18, 2024, meeting, seconded by Commissioner McLean, all approved.

Treasurer Report – Commissioner McLean made a motion to approve the April claims list and MCCD Budget-To-Actual, seconded by Commissioner Brown, all approved.

Personnel – Commissioner McLean requested that the board go into executive session for roughly 10 minutes. Mr. Hartley ensured that the requirements for an executive session were met and announced the statement for an executive session. A roll call vote was taken and all approved to go into executive session beginning at 10:02 AM.

The executive session ended at 10:15 AM. Commissioner McLean moved to hire Roy Hodge as Director of the Mobile County Communications District with a 1 year working test probation. The 2 months he has already been working here will be credited towards the 1-year probation and his salary grade with be 27, step L, $149,843.20. Commissioner Brown made a motion to approve, seconded by Commissioner Hughes, all approved.

Planning – Commissioner Brown was appointed to the planning committee.

Communications – Commissioner Hughes reported that the new radios have been programmed and deployed for Mobile County Sheriff's Office, next on the list is Saraland Fire Department. Commissioner Hughes reported that Deputy Director Jackson informed him of excess radios leftover from the law enforcement radios. He stated that we could program and deploy these radios for a smaller agency so that they do not sit in storage once we ensure there are no issues with MCSO.

Commissioner Hughes reported that the core upgrade is on track. Gary Hand stated that Communications International will be coming next week to assist with the installation of cable for alarms and the vita-edge system. The equipment that has been installed has been tested and is ready for the upgrade.

Commissioner Hughes reported that the bid for the warehouse project has been awarded. Director Hodge stated that we are waiting on final documents to send to Mr. Hartley.

Commissioner Hughes stated that he has spent time talking to Deputy Director Jackson about the Oak Hill tower site project. This project has been in the works for years and there is still no resolution as the City of Mobile continues to come back with more requests. Mr. Hartley sent a letter to them 3 months ago requesting the final requirements to finish this project and the response was that the final item needed to move forward was a land disturbance certificate. The certificate was obtained and sent to the City of Mobile but now they have come back with more requirements for the project. Commissioner Hughes' suggestion was to move away from this project as the City of Mobile is not interested or engaged in moving forward. He stated that we could move away from this project and onto other projects including a tower site for Dauphin Island. Commissioner Hughes made a motion to table this project and speak to all parties involved about how to move forward. Director Hodge stated that maybe the hospitals could make some progress as this will be

affecting them soon. Mobile Fire Rescue Department conducted testing in the hospitals and found that they are out of compliance for coverage requirements. To comply, the hospitals would need to install BDAs to increase coverage and that would be extremely costly. The tower site would alleviate the coverage problems and it would not cost the hospitals to comply so they may be interested in helping this project move along. Chairman Mitchell suggested Mr. Hartley send a letter to the City of Mobile's Chief of Staff and Attorney to get the project moving. Commissioner McLean agreed with sending the letter because we need to help the hospitals with coverage. Commissioner Hughes made a motion to table this project until a response is received from the letter Mr. Hartley will send, seconded by Commissioner McLean, all approved.

Emergency Medical – No Report

Building/Configuration – No Report

Board Attorney – Mr. Hartley stated that he is working with Deputy Director Jackson on the MOUs for the agencies.

Director – Director Hodge presented to the board a payment to Higginbotham for 25% of the annual insurance coverage. Any amount over $50,000 must be presented to the board for approval. Commissioner McLean made a motion to approve the payment, seconded by Commissioner Brown, all approved.

Director Hodge reported that since the last meeting, the Raymond James fund has lost an additional $15,000. Ashley Carlisle has explored options for moving those funds into CDs, those figures are included in the packet. He suggested moving the funds, a total of $4 million, to The First as they will keep the 6-month rate. We have used Renasant Bank, but they are not easy to work with or get in contact with. He requested the board decide on a 6-, 12-, or 18-month CD. Mr. Hartley stated that the board needs to consider the FDIC cap when moving funds around. He stated that the funds could be separated to protect ourselves and believes the threshold is $250,000. Ashley stated that we could keep the 6-month at Renasant Bank and have a 6-month and 1 year at The First. Mr. Hartley stated that the motion could give Director Hodge and Ashley the flexibility to move the funds as necessary. Chairman Mitchell made a motion to allow Director Hodge and Ashley to move the funds accordingly, seconded by Commissioner Brown, all approved.

Director Hodge updated the board on the building expansion project. He stated that he tried to reach out to the grounds to inquire about purchasing land but hasn't heard back yet. He had a friend run it by President Josh Woods and reported that he wasn't opposed to selling some of their property. Director Hodge spoke with Jay Ross and will continue to move towards that conversation. He and Deputy Director Jackson attended the Mobile County EMA meeting to discuss the possible use of their parking lot. Their board is open to the idea but would like to see true plans before voting. A geospatial survey must be done to move forward. The purchase order has been issued and the survey should be completed soon. The proposed plans were included in the packet.

Director Hodge requested the board approve a new position. The position would be a GIS Specialist I, an entry level GIS position. We have had someone in a position similar to this previously, but that individual moved to another department and the GIS position was never filled. Currently, Tyler Crum is serving as the CAD Administrator and GIS Administrator, this person will report to him.

Director Hodge reported on the possibility of adding a tower site to Dauphin Island. He spoke to Mayor Collier about the tower site and would like to revisit the project. Several years ago, this was an item of discussion, but the Property Owners Association of Dauphin Island vetoed the project. Mayor Collier stated that the Town of Dauphin Island has acquired several pieces of property that could be used for a tower site. Director Hodge and Deputy Director Jackson have identified a few parcels that would work for the tower site. The mayor is set to bring it before the City Council. Director Hodge also stated that we may explore expanding into other communities as well to increase coverage.

Commissioner McLean asked if the new warehouse would have cameras to which Director Hodge stated yes. Ashley stated that the cameras were not included in the original project and will be put out for bid separately. Director Hodge stated that this may be something the IT department handles as well.

Director Hodge stated that the assets approved to be disposed of in the last meeting have sold on Gov Deals for over $26,000. The Tahoe, generators, and fuels tanks were all listed and sold.

Old Business – No Report

New Business – No Report

Announcement – Next board meeting to be held June 21, 2024.

Adjournment – Chairman Mitchell made a motion to adjourn. Meeting adjourned by 10:45 AM.

Respectfully Submitted:

Pat Mitchell, Chairman

Hayley Clough, Recording Secretary