MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of November 15, 2024

Commissioners Attending:

Pat Mitchell	Robert Adams	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 Center Manager

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The REGULAR board meeting of the Board of Commissioners was held on November 15, 2024, at the Mobile County Communications Center.

Call to Order – Chairman Mitchell called the meeting to order at 9:00 AM.

Approval of Minutes – Commissioner Adams made a motion to approve the minutes from the October 21, 2024, meeting, seconded by Commissioner Brown, all approved.

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

Personnel – No Report

Planning – No Report

Communications – Commissioner Hughes reported that the core upgrade is approximately 99% finished. We are on the new system and there are just a few things left on the backend that Deputy Director Jackson is working on.

Emergency Medical – No Report

Building/Configuration – No Report

Board Attorney – Mr. Hartley provided an update on the MOUs that were sent to Mt. Vernon and Prichard Police Departments. The MOU from Mt. Vernon has been returned and the MOU for Prichard will be going on their City Council agenda soon.

Director – Director Hodge recommended the purchase of 118 MDTs for Mobile Police Department in the amount of $598,317.82. We have a plan in place to start replacing them for the agencies as they age so the board will most likely see this on the agenda again in a year from now. Commissioner Linsley asked what will happen to the old ones to which Director Hodge stated that this is the first round of replacements we have had since supplying the agencies with them but the MDTs in the best shape will be kept as replacements or used for parts. Commissioner McLean made a motion to approve the purchase, seconded by Commissioner Adams, all approved.

Director Hodge recommended approval of a payment to Quality Recording Solutions for the Eventide Call Recorder in the amount of $138,346.21. Any amount over $50,000 must be presented to the board for approval. Commissioner McLean asked if this was the recorder for the phone and radio for all agencies to which Director Hodge responded yes. Commissioner Adams made a motion to approve the payment, seconded by Commissioner Hughes, all approved.

Director Hodge recommended approval of a payment to Roy Lewis Construction for the warehouse project in the amount of $104,589.30. 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 Linsley, all approved.

Director Hodge recommended approval of Change Order #1 for the warehouse project in the amount of $134,215.00 The change order is for 8 items that are required to meet code for the City of Mobile. The building was originally planned for in 2020 and when we decided to move forward with it this year, we used those same plans. The City of Mobile's code requirements changed in 2023 so the items in the change order are to meet the new code as well as an original item that was left off in the initial bid. The items include the removal of the gravel parking area, an upsized outflow structure, larger retention area, installation of a fire line and hydrant, installation of an oil/water separator, increasing the footing size, removal of skylights, and building an overhang. Commissioner Adams made a motion to approve the change order, seconded by Commissioner Linsley, all approved.

Director Hodge recommended the approval of an MOU from the Mobile County Commission for the Esri Software Agreement. We have partnered with the Mobile County Commission, Mobile County Health Department and Mobile County EMA on the Esri Software to try and keep down on costs. Commissioner Adams made a motion to approve the MOU, seconded by Commissioner Hughes, all approved.

Director Hodge recommended the approval of an MOU with Mobile County EMA for the backup communications room. When MCEMA was in their old building, it was used as a 9-1-1 backup site. We had an agreement with them that we would pay $1,000 a month for the backup site but when they moved into their new building, we stopped paying because we no longer had a backup site. We are currently setting up a backup site at their new building right next to ours and we will have 24 hours access to it. Commissioner Adams asked if we needed to look at the agreement again to which Mr. Hartley responded no, he has already looked over it and the agreement is straightforward. Commissioner Linsley asked if it would only be our backup site, or would we be allowed to use it for training to which Director Hodge responded that we would only use it for a backup, but they have allowed us to host trainings over there already. Commissioner Adams made a motion to approve the MOU, seconded by Commissioner Hughes, all approved.

Director Hodge stated that he would like to restructure the IT Department similarly to how he did the Radio Department several months back. Everything we have is IT based now, and they are on call 24/7. They are responsible for the security of our network as well as our building and the security of the agencies. This is all done by 4 people. They also just completed the phone system upgrade last week. We currently have an IT Technician, Network Specialist, and a Network Analyst. He would like to restructure the positions to be Systems Administrator 1, 2, and 3. Each of the positions would have increasing levels of responsibility and knowledge requirements. With the restructuring, he would also like to reclassify the System Administrator 1 position from a Grade 15 to a Grade 18. The other positions would remain on the same grade as they are currently. The IT Technician, now System Administrator 1, has been in this position for almost 2 years so he would like to start them at 18 B. Commissioner Brown asked what the salary difference was to which Director Hodge stated that they are currently at a 15 D with a salary of $50,564 and the salary for 18 B is $55,806. This is basically a 10% increase. Commissioner McLean made a motion to approve the changes, seconded by Commissioner Brown, all approved.

Director Hodge presented to the board the annual employee longevity pay. Director McNichol started this 7 or 8 years ago where he would ask the board to approve $1,000 for all tenured employees. We currently have 32 employees that would meet the requirements. He stated that he was approached by a board member sometime back about what we could do to show the employees that we appreciate them. He stated that after that conversation, he immediately thought of the employee longevity and the possibility of increasing it. He would like to increase it to $2,500 for all employees that have worked here for 1 year or longer. Commissioner Adams

stated that he agrees that $2,500 is within the range for longevity. Commissioner Linsley stated that he believes $2,500 is too high for longevity He stated that he has been with the Mobile County Commission for 30 years and he only receives $600 for longevity. Commissioner Adams stated that he understood where Commissioner Linsley was coming from, and he proposed a tiered longevity pay. Employees with 10+ years would receive $2,500, 5+ years would receive $1,500, and 1-5 years would receive $1,000. He stated that someone who has worked here for 30 years should not get the same amount at someone who has worked here for 1. Commissioner Linsley stated that he would like a tiered system. Commissioner Brown stated that he believes he was the board member that spoke to Director Hodge and at the time, he was talking about looking at the pay schedule for employees. Chairman Mitchell agreed with Commissioner Adams about a tiered system. He would like to table this and revisit after a study of the funds. Commissioner McLean asked if the board wanted to go ahead and approve a $1,000 longevity payment for the employees and then look at the rest and we could add on from there. He stated that the board has historically approved the $1,000 for employees every time it has been presented. Chairman Mitchell stated that the board can always have an emergency meeting to approve more if necessary. Commissioner Brown asked if this includes all employees to which Director Hodge stated that it is all MCCD employees that have been here for 1 year or longer. We have a total of 32. Commissioner McLean made a motion to approve the $1,000 longevity payment, seconded by Commissioner Brown, all approved. Director Hodge asked what he would like the board for him to do to which Commissioner Adams stated that he would like to see the number for employees with 10+, 5+, and 1-5 years of service. Commissioner Brown stated that he would like a study completed to ensure we are in line with everyone else on salaries.

Director Hodge updated the board on the USA Mobile Tower site project. We have received the power consumption report and sent it over to USA Health. They have requested some additional information, and we are working on obtaining that now.

Director Hodge updated the board on the warehouse project. It is moving along quickly, and they will be starting on the dirt work soon.

Director Hodge updated the board on the building expansion project. He stated that he has received an agreement from the architects, and it has been sent over to Mr. Hartley for review.

Old Business – Director Hodge recommended the purchase of a 2025 Ford F-250 from Stivers Ford in the amount of $67,823. This purchase was one tabled from last meeting after a financial review and the new 90,000-mile limit on vehicles. Commissioner McLean asked if the vehicle the new truck is replacing will be kept in the fleet to which Director Hodge stated yes, this one will stay. Commissioner Adams made a motion to approve the purchase, seconded by Commissioner Brown, all approved. Commissioner Hughes was absent from the vote as he stepped out of the room.

Director Hodge recommended approval of the capital asset manual and purchasing manual that was presented at last month's meeting. Chairman Mitchell asked if approving these items would hinder discussion on the item listed under new business to which Director Hodge responded no, these are procedures we follow already, it is now just in writing so that the board is clear on how we handle things. Commissioner Linsley stated that he has read both manuals and it is well put together. Commissioner Linsley made a motion to approve the capital asset manual and purchasing manual, seconded by Commissioner Adams, all approved. Commissioner Hughes was absent from the vote as he stepped out of the room.

New Business – Director Hodge stated that we have received a request from the Mobile County Sheriff's Office for the funding of a video wall. The information for the request and the quote is included in the packet. He also stated that the quote included is an old quote so the pricing may be a little different now. The reason for the request is because they want a video wall in their center. Mr. Hartley stated that he has read the request and has had discussions with Director Hodge and some of the board members and he believes that this request may not be something that falls under the statute for 9-1-1. He would recommend getting an Attorney General opinion on it. The statute was originally written in the 80's and it was updated in the 2000's but he stated he would not

be comfortable giving an opinion on it unless the board wanted him to and would suggest an AG's opinion. Mr. Hartley brought several other AG's opinions regarding 9-1-1 with him to the meeting and stated that one of his concerns is how does a video wall fit into 9-1-1. Chairman Mitchell asked how long an AG's opinion usually takes to obtain to which Mr. Hartley stated that it could be a couple of weeks but with the holidays coming up, it could be longer. Commissioner Adams stated that he agreed with Mr. Hartley as he is not familiar with a video wall, but he does think we need to be careful before setting a precedent. Commissioner Linsley stated that there is a code for Alabama on what we can spend our money on, and it is related to dispatching emergency response. We can almost buy anything that helps with dispatching. He does not believe that a video wall helps with dispatch. Commissioner Brown made a motion to request an AG's opinion, seconded by Commissioner Linsley, all approved. Commissioner Hughes was absent from the vote as he stepped out of the room.

Announcement – Commissioner McLean stated that this was not on the agenda, but he would like to look at rescheduling the board meeting dates again to get away from Fridays. Mr. Hartley stated that the third Thursday of the month works well for him as he has federal court on the second Thursdays of the month. Commissioner Linsley made a motion to move the board meetings to the third Thursday of the month starting in January, seconded by Commissioner Adams, all approved. The January board meeting will be held on January 16, 2025. Next board meeting to be held December 20, 2024.

Adjournment – Commissioner McLean made a motion to adjourn, seconded by Chairman Mitchell, all approved. The meeting adjourned by 9:44 AM.

Respectfully Submitted:

Pat Mitchell, Chairman

Hayley Clough, Recording Secretary