MOBILE COUNTY COMMUNICATIONS DISTRICT
BOARD OF COMMISSIONERS
Minutes of May 22, 2025

Commissioners Attending:

Pat Mitchell	Robert Adams	Eric Linsley
Donnie Brown	Timothy Hughes	Chris McLean

Staff Attending:
Roy Hodge, Director
Hayley Clough, Recording Secretary
Jeffery Hartley, Attorney

The REGULAR board meeting of the Board of Commissioners was held on May 22, 2025, at the Mobile County Communications Center.

Call to Order – Chairman Mitchell called the meeting to order at 8:53 AM. Commissioner Linsley opened the meeting in prayer.

Approval of Minutes – Commissioner Adams made a motion to approve the minutes from the April 17, 2025, meeting, seconded by Commissioner Brown, all approved.

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

Personnel – No Report

Planning – No Report

Communications – Commissioner Hughes stated that a lot has been going on with the radio department. Chief Jackson with MPD and Sheriff Burch have been approached by Motorola for T&E on some new equipment. They are currently working on a packet to present to MCCD.

Emergency Medical – No Report

Building/Configuration – No Report

Board Attorney – Mr. Hartley reported on the MCCD Conflict of Interest form. He asked the board if they wanted to start using it again as it is still currently in play. For the board to not use it or alter it in any way would require a vote from the board. All board members present except Chairman Mitchell stated that they had reviewed the policy and agreed with it. Commissioner McLean stated that it is a good policy to have it in place as it protects the district and the individual board members. Mr. Hartley asked Hayley Clough to recirculate the forms to the board and senior members of staff.

Director – Director Hodge recommended approval of a payment to Communications International for the Core Upgrade in the amount of $1,982,647.52. Any amount over $50,000 must be presented to the board for approval. Commissioner Adams made a motion to approve the payment, seconded by Commissioner McLean. Commissioner Linsley asked if everything with the new core was working to which Director Hodge responded that the radio department has been working on it since October and it is now good to go with no issues. Motion approved.

Director Hodge recommended approval of a payment to Roy Lewis Construction for pay application 8 in the amount of $130,414.22. Any amount over $50,000 must be presented to the board for approval. Commissioner Brown made a motion to approve the payment, seconded by Commissioner Linsley, all approved. Director

Hodge reported that there are just a few issues to be worked out at the warehouse, but it is mostly complete, and we have moved equipment in.

Director Hodge recommended approval of the final 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 Adams made a motion to approve the payment, seconded by Commissioner Hughes, all approved.

Director Hodge recommended approval of an insurance proposal from Higginbotham for commercial insurance in the amount of $326,729 and a 25% down payment of $82,662. Any amount over $50,000 must be presented to the board for approval. Commissioner Adams made a motion to approve the proposal, seconded by Commissioner Hughes. Commissioner Linsley asked if this was our vehicle insurance to which Director Hodge responded that this is the insurance for everything at MCCD. Motion approved.

Director Hodge recommended approval of the annual maintenance agreement with Hexagon in the amount of $334,226.04. Any amount over $50,000 must be presented to the board for approval. Commissioner Hughes made a motion to approve the agreement, seconded by Commissioner Adams, all approved.

Director Hodge recommended approval of a change order to Hexagon for the OnCall Project in the amount of $158,106.50. Commissioner Brown made a motion to approve the change order, seconded by Commissioner Adams. Commissioner Linsley asked what the change order was for to which Tyler Crum responded that the original contract for this project was executed over 2 years ago and the scope and needs of MCCD has changed since then. There are new features, software, and equipment that have come out and this change order reflects those additions. Motion approved.

Director Hodge recommended approval of a quote from EZ Spectrum in the amount of $16,800. He stated that this is the company that Robert Jackson works for now and that we expected this to come up with his position with MCCD and at EZ Spectrum. Ashley Carlisle wanted this payment to be put before the board for transparency purposes and Mr. Hartley has been consulted. Mr. Hartley stated that it's a good idea to put this before the board for approval. Director Hodge stated that this is also not the first time that MCCD has worked with EZ Spectrum. Commissioner Hughes asked if this was beyond the scope of work that Robert can do for us to which Mr. Hartley stated that he believes it is as the company he works for is elite in the work that they do. Commissioner Brown made a motion to approve the quote, seconded by Commissioner Hughes, all approved.

Director Hodge recommended an education incentive for Tyler Crum. Tyler is our GIS Administrator, and he just graduated with his master's degree. He recommended a 15% salary increase. Commissioner Adams made a motion to approve the increase, seconded by Commissioner Brown, all approved.

Director Hodge recommended approval of an amendment to the MCCD employee handbook. Section 2.4 specifically pertaining to the pre-employment psychological assessments is what will be changing. Currently, the handbook states that all employees must have their psychological assessment completed prior to starting employment. However, we would like to change this to state that only the PSTs need to have it prior, and we could move forward with candidates through an employment agency until it is completed. This keeps us from losing candidates due to the time frame that this process takes. Commissioner Adams made a motion to approve the amendment, seconded by Commissioner Linsley, all approved.

Director Hodge gave an update on the CALEA accreditation process. He reported that the online assessment found no issues and we can now move forward with the on-site assessment. They were very complimentary of MCCD, and we shouldn't have any issues moving forward. Chairman Mitchell commended Dakota Vest-Wright and everyone who has worked towards accreditation.

Director Hodge gave an update on the warehouse project. The last bit of hardware is being installed in the gate opener and should be completed soon. He encouraged the board to go see it.

Director Hodge gave an update on the USA Mobile Tower site project. The latest report states that the project should be completed by the end of fall. A microwave study and engineering are still to be done and then we can officially start work.

Director Hodge informed the board that we have an employee with a milestone year of service. Katrina Brewer has been with MCCD for 30 years this month. Katrina is our Communications Center Manager and does a good job managing the call center. She has been in the communications field for over 33 years as she actually started her career with MPD. He presented her with a service pin.

Old Business – Commissioner Linsley asked about the status of the audit. Director Hodge stated that Ashley received draft financial statements and has some questions. They reported that it is an unmodified and clean report, but she wants to follow up with them.

Commissioner Linsley asked for an update on the new building addition to which Director Hodge stated that the final changes have been submitted to the architects, and we should have a rendering by the next meeting.

Commissioner Brown asked for an update about Saraland to which Cody Chinrock replied that Station 2 was up and running and Station 1 should be completed soon. Director Hodge stated that originally Locution was thought to only run off of radios but once installation happened, it was determined that the system needs internet as well so computers are being reconfigured so that it can work.

New Business – Commissioner McLean thanked Director Hodge and the radio department for helping Citronelle recently. MCSO is having to help Citronelle for a bit and the radio department got everything worked out for mutual aid.

Director Hodge stated that the June board meeting date is scheduled for the Juneteenth holiday. He would like to request that the meeting date remains the same and that staff take Friday off instead of Thursday. He stated that this would be cost neutral as the PSTs would have no change and this would only affect Monday-Friday employees. Commissioner Brown made a motion to approve the change, seconded by Commissioner Hughes, all approved.

Announcement –Next board meeting to be held June 19, 2025.

Adjournment – The meeting adjourned by 9:20 AM.

Respectfully Submitted:

Pat Mitchell, Chairman

Hayley Clough, Recording Secretary