

TENNESSEE EMERGENCY NUMBER ASSOCIATION
Executive Board Meeting
Saturday, September 26, 2009 and Wednesday, September 30, 2009

Pursuant to appropriate notice, and in accordance with organizational by-laws, the Executive Board of the Tennessee Emergency Number Association (TENA) met at the Music Road Hotel & Convention Center, Pigeon Forge, Tennessee on Saturday, September 26, 2009 at 5:30 pm.

0909-1.1 Call to Order

President Jennifer Estes called the meeting to order. Randall Lewis was finalizing paperwork and was not present at Call To Order, but did arrive during the meeting.. All other Board members were present. Others in attendance are shown on Attachment 1-a

0909-1.2. Minutes

Jamison Peevyhouse made the motion to accept the minutes of the July meeting, previously sent to the Board, and Marvin Kelley made the second. There was unanimous approval by the Board members present to accept as presented.

0909-1.3 Financial Report

Ike Lowry, Treasurer, presented the Financial Report showing a checking account balance, as of 09-23-09, of \$ 152,544.54 and a CD balance of \$ 99,925.79, for a cash-on-hand balance of \$ 238,321.79. Mr. Lowry explained that there was still a large amount in the PayPal account to be transferred and no motel expenses had been paid to date. There was also some outstanding registrations that would be paid at the table.

The motion was made by Rickey McWright to approve the financial report and a second made by Jamison Peevyhouse. The Board present voted to approve, with Ike Lowry abstaining.

0909-1.4 TENA Policies

The 2009 TENA Policies were presented to the Board for approval. After discussion, Joe Wilson made the motion to approve with amending the job title to Executive Director/Administrative Coordinator to match the contract. Carolann Mason made the second and the vote was recorded as 10 Ayes; 2 Nays (Randall Lewis, Jamison Peevyhouse). This motion passed.

0909-1.5 Conference Reports

1. Hotel Committee – *Kim Augustine*
Kim Augustine reported that all rooms for all nights of the Conference at the Music Road Hotel and the Inn are booked.
2. Registration Committee – *Ike Lowry, Ayesha Cunningham, Janice Adams*
To date, there were 625 total registrations. Randall Lewis asked if there was any way the registrations could be broken down as paid vs. comp'd, which would help with the budget process.
3. Program/Agenda Committee – *Jennifer Estes, Maureen Culberson*
Maureen Culberson reported all sessions are set to go. There was extremely high interest in the NENA Pre-Conference Course for Sunday and NENA granted us a waiver on the attendance which is at 41.
4. Opening Session – *Kim White, Marvin Kelley*
Kim White advised everything was ready. She advised she has had some preliminary discussions with Harris Corp. about a motivational speaker for next years Conference. He is Greg Coleman, who is a retired NFL player is

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associated with Harris Corp. She stated there would be no cost to TENA. A motion was made by Randall Lewis with a second from Ike Lowry to secure this person for Opening Session, 2010 at no cost to TENA. The Board approved this motion (Kim Augustine was not present for this vote).

5. Food & Entertainment – *Carolann Mason, Traci Harris*
Carolann Mason advised that due to the heavy rains and the strong possibility of flooding, the tent has been moved to the front parking lot and the decision was made to include the sides, which would be an additional cost. She feels because of the move, that it will be necessary to increase the number for Monday's lunches. She made the motion to increase Monday's count to 550 and Jamison Peevyhouse made the second. There was unanimous Board approval.
6. Vendors/Sponsorships Committee – *Theda Bramlett, Joe Wilson*
Theda Bramlett stated there were 59 vendors registered and the most sponsorships that TENA has had to date..
7. Technical Committee – *Joe Wilson, Randall Lewis, Jamison Peevyhouse*
Joe Wilson advised there would be extra projectors available due to the 5 tracks in the afternoon.
8. Publicity/Signage – *Maureen Culberson*
Maureen Culberson advised that all the signs and guidebooks are ready.
9. Awards/Memorials Committee
Jennifer Estes said that all awards have been purchased and ready for presentation. She also advised there would be a Joe Haynes Award this year.
10. Memorial Service - *Maureen Culberson*
Maureen Culberson stated there were 11 new people added this year and it was ready for presentation.
11. Golf Tournament – *Rickey McWright; Carolann Mason; Traci Harris*
Rickey McWright advised there were 21 people registered and everything was ready to go but it would be depending on the weather in the morning.
12. Conference Budget – *Randall Lewis, Jennifer Estes; Ike Lowry*
Randall Lewis advised the 2009 Conference Budget was not finalized and would need additional amendments and asked to wait until Wednesday to present.

0909-1.6 Recess

The next meeting is scheduled on Wednesday, September 30, 2009 at 12:15 pm EDT at the Music Road Hotel & Convention Center in Pigeon Forge, Tennessee

There was no further business, and without objection, Jamison Peevyhouse made a motion to recess with a second from Carolann Mason.

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

Approved, this _____ day of _____, 2009.

Secretary

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Pursuant to appropriate notice, and in accordance with organizational by-laws, the Executive Board of the Tennessee Emergency Number Association (TENA) met at the Music Road Hotel & Convention Center, Pigeon Forge, Tennessee on Wednesday, September 30, 2009 at 12:15 pm.

0909-2.1 Call to Order

President Joe Wilson called the meeting back into session. Board Members absent were Chris Masiongale and Traci Harris. All others were present including Senator Haynes.

He welcomed Steve Jones, Macon Co, in his new position as Middle Tennessee Regional Representative and explained that Chris Masiongale, newly elected 2nd Vice President, was in the hospital and Traci Harris was with him. He also welcomed everybody in the audience.

0909-2.2 Old Business

President Wilson commented that the Hotel staff was excellent and very accommodating to our needs this year and he was very pleased.

0909-2.3 New Business

1. Compensate Conference Registration workers
Carolann Mason made the motion to compensate the 3 registration workers (Ayesha Cunningham, Sheila Lowry and Janice Adams) \$ 400.00 each, which was seconded by Kim Augustine. Roll call vote was 8 Ayes; and 2 pass (Ike Lowry, Randall Lewis). This motion passed.
2. 2010 Conference Committee assignments were announced by President Wilson as follows;
 - Conference Chair – Chris Masiongale
 - Hotel - Kim Augustine
 - Registration - Ike Lowry; Ayesha Cunningham; Janice Adams
 - Sponsors and Vendors - Theda Bramlett; Kim White
 - Program & Agenda – Maureen Culberson; Jennifer Estes
 - Food & Entertainment – Kim White; Steve Jones
 - Opening Session – Carolann Mason; Jamison Peevyhouse; Kim White
 - Awards - Marvin Kelly; Traci Harris
 - Joe Haynes Award – Joe Wilson; Randall Lewis; Chris Masiongale
 - Technical - Randall Lewis; Jamison Peevyhouse; Chris Masiongale
 - Memorial Service - Maureen Culberson
 - Signs & Publicity - Maureen Culberson
 - Golf Tournament - Rickey McWright; Traci Harris; Carolann Mason
 - Budget – Joe Wilson; Randall Lewis; Chris Masiongale; Ike Lowry; Kim Augustine
3. President Wilson also established the 2011 Site Selection Committee and appointed the following members to it.
 - Randall Lewis, Chair; Chris Masiongale; Marvin Kelley; Steve Jones; Carolann Mason

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4. Joe Wilson also stated next year's Conference would be very special because it will be the 25th Anniversary and it would require lots of work because of the new location. All committees need to start immediately.

0909-2.4 Comments/Reports

1. Telco and Other Delegates

Lynn Questell, TN-ECB advised the ECB has been awarded \$ 1.5 million in federal grants for PSAP upgrades for NG-911. There would be \$ 7.6 million in increased funding per the ECB Board, which will divided out to the ECD's in a similar fashion as the \$14 million in wireless funding. These amounts will continue barring any appeals.

0909-2.5 Adjournment

The next meeting is scheduled on Wednesday, November 18, 2009 at 1:30 pm CST at the Rutherford Co. Emergency Communications District Office, Murfreesboro, Tennessee.

There was no further business, and without objection, a motion to adjourn was made and was unanimously approved.

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

Approved, this _____ day of _____, 2009.

Secretary

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Attachment 1-b

TENNESSEE EMERGENCY NUMBER ASSOCIATION
EXECUTIVE BOARD MEETING
GUESTS

	Name	Organization	Email Address
1	Theodore Bramlett	Bretley County 911	tbramlett@devlandta911.com
2	RICKEY MCWRIGHT	METRO WASHVILLE ECC	RICKEY.MCWRIGHT@NASHVILLE.GOV
3	Bob McNeill	Wash Co 911	bmcneill@wv911.org
4	DeBris Dougherty	Scott Co E911	ddougherty@scottcountyva.com
5	Tracy Collett	Scott Co E911	tracycollett@scottcountyva.com
6	Lisa Kincaid	Scott Co VA E-911	Lisa@sc911.com
7	LEW CALDIRON	SCOTT CO VA E911	LCaldiron@scottcountytva.com
8	Chris Hager	Sullivan Co 911	chhager@sc911.com
9	Lee Combs	Sullivan Co 911	lee@sc911.com
10	Kristie Downing	Benton Co Central	downing.kristie@yahoo.com
11	Kathy Howell	Benton Co Central	kannh3@yahoo.com
12	Patricia Allen	Benton Co Central	patricia.allen@sc911.com
13	Lynn Quessell	TECB	Lynn.Quessell@State.TN.US
14	James Wood	Tree North Geographic Tech	jwood@tree.com
15	Janice Adams	Washington CC 911	jadams@wc911.org
16	Rose White	Loudon CO E-911	rwhite@loudoncounty911.org
17	DALE H. BURGESS	TIPTON CC E911	DALEBURGESS@AOL.COM
18	Karen Mann	Scott Co VA E911	KarenMann@yahoo.com
19	STEVE SMITH	Rutherford Co ECD	smith@rtecd.org
20	Dale Whaley	EMBARQ	dennis.whaley@embarq.com

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Exhibit 1

TENNESSEE EMERGENCY NUMBER ASSOCIATION
September 23, 2009

FINANCIAL REPORT

IN CHECKING (as of 07/21/2009)	\$	81,935.83
DEPOSITS (07/22/2009 – 09/23/2009)		70,596.00
INTEREST		12.71
SUB-TOTAL	\$	152,544.54
DEBITS (EXPENSES)		14,148.54
CURRENT BALANCE		138,396.00
CERTIFICATES OF DEPOSIT		99,925.79
TOTAL CASH ON HAND (as of 09/23/2009)	\$	238,321.79

EXPENSE LEDGER

CHECK #	\$ AMOUNT	WRITTEN TO	FOR
1253	VOID		
1254	41.95	Sullivan County 9-1-1	reimbursement - supplies
1255	5,425.00	Hawks Specialty	'09 conference entertainment
1256	1,576.45	Maureen Culberson	contract and reimbursement
1257	925.00	Maureen Culberson	'09 conference gift cards
1258	1,651.00	Maureen Culberson	contract and reimbursement
1259	103.97	Janice Adams	Reimbursement - '09 conference registration
1260	108.57	FedEx	express mail
1261	241.16	FedEx	printing
1262	86.28	Pitney Bowes	postage machine rental
1263	160.00	All Star Trophy	'09 conference ribbons
1264	34.88	Trophy House	'09 conference plaque
1265	582.22	Sez Sew	TENA shirts
1266	3,000.00	Hayes and Freeman	legal retainer
1267	212.06	Sullivan County 9-1-1	reimbursement - postage & registration supplies
TOTAL:	\$ 14,148.54		

IKE D. LOWRY, TREASURER - 09/23/2009