

**TENNESSEE EMERGENCY NUMBER ASSOCIATION**  
**Executive Board Meeting**  
**Wednesday, November 18, 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 Rutherford County ECD Office, Murfreesboro, Tennessee on Wednesday, November 18, 2009 at 9:30 am.

**1109-1 Call to Order**

President Joe Wilson called the meeting to order. Randall Lewis and Jamison Peevyhouse were absent. Others in attendance are shown on Attachment 1.

**1109-2 Minutes**

Chris Masiongale made the motion to accept the minutes from the September 2009 board meetings previously sent to the Board, and CarolAnn Mason made the second. There was unanimous approval by the Board to accept as presented.

**1109-3 Financial Report**

Ike Lowry presented the Financial Report (see Exhibit 1). It showed a checking account balance, as of 11-17-2009, of \$ 51,868.47 and a CD balance of \$ 99,925.79, for a cash-on-hand balance of \$ 151,794.26. He stated there may be a few other changes due to finalizing the receivables and payables from Conference. Chris Masiongale made the motion to accept the financial report and a second was made by Kim White. With Ike Lowry abstaining, the remainder of the Board voted unanimously to approve.

**1109-4 Regional Reports**

East Region – Marvin Kelley advised there was an East Tennessee Regional meeting in Chattanooga and attendance was very good. The next meeting would be in Hawkins County on January 12.

Middle Region – Traci Harris stated the Middle Tennessee Regional meeting in Putnam County was good and the next one would be December 9 in Lebanon (Wilson Co. ECD) at 10:00 am.

West Region – CarolAnn Mason advised the West Tennessee Regional Meeting has approximately 35 in attendance. Kim Augustine asked that everyone remember Ruth Travis, McNairy Co. in their thoughts and prayers, as she recovers from a very serious car accident.

**1109-5 Report from Senator Haynes**

Senator advised this coming year's legislative session is approximately 6 weeks away and he expects it will be very interesting. He also states that he will set up "911 on the Hill" for Tuesday, March 23 if that date is available.

**1109-6 Report from Emergency Communications Board**

Curtis Sutton was present and discussed the following;

1. ClearTalk – they have proposed going to Phase 0 due to maintenance work. The ECB contacted the FCC and with the help of Rex Holloway, ClearTalk has agreed to Phase 1..
2. Charter Communications – ECB will continue to investigate the remittances that ECD's have recently received from this company. Any ECD who has received remittances with larger than usual deficits should send a copy of the receipt to ECB
3. Cost Recovery – Mr. Sutton stated the deadline for the appeal is this coming Monday and no appeals have been filed as of this date. If no appeals are filed, the increase amount will be included starting with the February payment.

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**1109-7 Old Business**

President Wilson reminded the Board the 2009 Conference set records in attendance, vendor participation and sponsorships.

Traci Harris asked if the summary of the Conference evaluations has been done and was advised that task had not been assigned to anyone.

**1109-8 New Business**

A. Schedule of TENA Board Meetings for 2010 -

President Wilson and Kim Augustine, Secretary, presented the Board meeting schedule for 2010. Some dates have been changed to accommodate conference dates. The dates and times will be posted on the website.

B. 2010 TENA Conference Shirts – J. Wilson and Marla Martin, SezSew

Ms. Martin presented some of shirts for consideration. She said these would be thinner and wear better than the current ones. She also presented some ideas for lapel pins signifying the 25<sup>th</sup> Anniversary.

C. Site Selection Committee for 2011 – C. Masiogale, R. Lewis, M. Kelley, S. Jones, C. Mason

CarolAnn Mason advised the Board, they have looked into the Marriott Hotel & Convention Center in Chattanooga; the Renaissance Hotel & Convention Center in Nashville; the Embassy Suites & Convention Center in Murfreesboro and the Grand Hotel & Convention Center in Pigeon Forge. No decision has been made.

D. New Business

Conference Site Proposal - Mr. Jim Keesling, Kingsport ECD came forward to request TENA consider having the 2011 or 2012 Conference at the Marriott Hotel & Convention Center in Kingsport. This site has been successfully used by the FOP, the Tennessee Fire Chiefs Association, the Attorney's Generals Conference as well as many others. This proposal has the full support of the Sullivan and Washington Co. ECD's as well as the Mayor of Kingsport. Mr. Bob McNeill, Washington Co. ECD Director stated this was an excellent center.

Mr. Keesling then introduced staff members from the Marriott who made a short presentation about the facilities to the Board. President Wilson thanked Mr. Keesling, the ECD's and the Marriott staff and assured them this site would be taken into consideration.

Past 3 years voting – Kim Augustine presented the Board with a breakdown of the voting ECD's for the past 3 years.

CEU Forms – Traci Harris advised that there were many CEU forms being returned as undeliverable due to the ECD addresses being incorrect on the website. It was asked that Regional representatives remind their ECD's that any changes should be sent to Maureen Culberson so the correct information is available.

TENA Dues – Ike Lowry reminded the Board that if they knew of any District having difficulty in paying their dues, they can request a waiver from the TENA Board. They should contact him for the requirements to approve.

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**1109-9 Comments/Reports**

A. District Representatives  
No comments

B. TELCO Representatives  
David Gleason came forward and said that the TENA Board completely surprised him and he was literally speechless at the Conference when he received the Joe Haynes Award. He would like to take this opportunity to publicly thank the Board for this honor.

C. Other Comments  
Kim Augustine asked Ike Lowry about the annual audit and he advised it was in progress.  
Kim White reminded everyone present that the TN APCO Award nominations were due in February

D. 2010 Conference Reports

Hotel – K. Augustine

Kim Augustine advised the Embassy Suites was almost full and the overflow-Doubletree Hotel was also filling up quickly.

Technical – R. Lewis; J. Peevyhouse; C. Masiongale

President Wilson reminded this committee that 2 new projectors would need to be ordered. One would replace the projector that went out at the last Conference and we would need an additional one as a back-up.

Vendor & Sponsorship – T. Bramlett; K. White. J. Wilson

No report

Program & Agenda – M. Culberson; J. Estes

Maureen Culberson stated the committee was planning on hosting 2 Front-Line tracks, 1 Supervisory track; 1 ECD Management track; 1 Technical track for a total of 5 tracks..

Food & Entertainment – K. White

The food costs at the Embassy Suites were going to be much higher than in the past and might require the Board to rethink some of the offerings.

**1109-10 Adjournment**

The next meeting is scheduled on Wednesday, January 20, 2010 at the Rutherford County ECD Office, Murfreesboro, TN at 9:30 am CST

With no further business, and without objection, a motion was made to adjourn.

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

Approved, this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Secretary



**TENNESSEE EMERGENCY NUMBER ASSOCIATION  
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**Exhibit 1**

**TENNESSEE EMERGENCY NUMBER ASSOCIATION  
FINANCIAL REPORT**

**NOVEMBER 18, 2009**

IN CHECKING	(AS OF 9/23/09)	\$	138,396.00
DEPOSITS	(9/24/09 - 11/17/09)	\$	6,240.00
INTEREST		\$	7.62
<b>SUB-TOTAL</b>		\$	144,643.62
DEBITS (EXPENSE)		\$	92,775.15
CURRENT BALANCE		\$	51,868.47
CERTIFICATE OF DEPOSITS		\$	99,925.79
<b>TOTAL CASH ON HAND (AS OF 11/17/09)</b>		\$	151,794.26

IKE D. LOWRY  
TREASURER  
11/17/2009