



## BLOUNT COUNTY COMMUNICATIONS DISTRICT

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### Minutes of Regular Meeting of the Blount County Communications District Board of Directors.

August 21, 2025

A Regular Meeting of the Blount County Communications District Board of Directors was held on August 21, 2025, at 9:00 a.m. at the Blount County Communications District Center in Oneonta, AL. An Announcement of the meeting was posted on the board in the lobby of the Blount County Communications District Center, Blount County Courthouse, Blount County Communications District Facebook, and the Alabama Secretary of State Website one week prior to the meeting.

**Board Member Present:** Chairman Charles Parsons, Chief Scott Payne, Chief Steve Pass, Chief Clay Jones, and Chief Tyler Seehusen (Remotely).

**Board Members Absent:** Sheriff Mark Moon, Commissioner Bradley Harvey.

**Guests and Delegations Present:** Derrick Walker (Executive Director BCCD), Dalia Avila (Deputy Director BCCD), Kala Turney (Administrative Assistant BCCD), Alex Smith (BCCD Attorney), Nick Lyles (CPA at CRI), Matt Roberts (Assistant Chief Snead PD), Billy Irvin (Councilman Blountsville), James Chapmen (Chief Hayden PD), Scott Kon (Chief Highlands PD), Scott Barnett (Blount County Attorney), Casey Hathcock (Chief Snead PD), Bill Whitt (Chief Deputy BCSO), Wes Neill (Captain BCSO), Chris Whitlock (Kenwood National Sales Representative).

#### 1) **Call to Order**

- Chairman Charles Parsons called the meeting to order at 9:00 a.m. CT. and Kala Turney recorded the minutes. A quorum of members was present, and the meeting, having been fully convened, was ready to proceed with business.

#### 2) **Invocation and Pledge**

- **Invocation:** Chairman Charles Parsons said the Invocation.
- **Pledge of Allegiance:** The Pledge of Allegiance was led by Chairman Charles Parsons.

### **3) Approval of the Minutes**

- Motion, made by Scott Payne “July 11<sup>th</sup> meeting minutes approved.”
  - Seconded by Steve Pass.
  - Motion passed unanimously.
- Motion, made by Scott Payne “approve minutes for July 31<sup>st</sup> special meeting”.
  - Seconded by Clay Jones.
  - Motion passed unanimously.

### **4) Approval of the Financial Reports**

#### **a CRI Update – FY 24/25 Unpaid Invoices**

- Outstanding Town of Blountsville 10/01/24: \$46,608.76
- Outstanding invoice for Lifeguard LTE PTT: \$408.00
- PS Aware licenses: unpaid agencies deactivated.

#### **b Cash Summary**

- General Funds Balance: \$200,977.13
- Motorola Escrow Balance: \$586,452.15
- Savings/Depreciation Balance: \$764,866.77
- Motion, made by Scott Payne “make a motion to approve”.
  - Seconded by Steve Pass.
  - Motion passed unanimously.

**5) Old Business**

- a Countywide Ambulance RFP.
- b Tyler Seehusen will receive bids September 3<sup>rd</sup>, 2025. AAC.

**6) Snead Police Department**

- a Officer Roberts with Snead Police Department addresses the Board about CFS Funding Model.
  - General discussion held.
- b Action Item: Chairman Charles Parsons states “That between now and the 31<sup>st</sup> we (Chairman Charles Parsons and Executive Director Walker) will have numbers, call or one of us will reach out to you (Chief James Chapmen) and you reach out to everybody, we will come and sit down go over the number ,and everyone will have their own packet with different ways we ran these numbers and see how it lands.”
  - **10 Minute Break Held.**

**7) Director Employment Contract Agreement**

- Motion, made by Clay Jones “to move item 7 and 8-A to executive session for name and character we will include the Executive Director and the Attorney Alex Smith for item 7 and only Board members for item 8-A and move it to the end of business and reserve the right to take an action after.”
  - Seconded by Steve Pass.
  - Motion passed unanimously.

**8) Approval of Invoices**

- a Human Resource Management -

- Motion, made by Steve Pass “to get Director Walker to reach out and to dispute May and June invoices”.
    - Seconded by Clay Jones.
    - Motion passed unanimously.
- b Central Square 911 (Installation Travel) -**
- General discussion held.
  - Motion, made by Clay Jones “to approve Central Square” \$5,856.98.
    - Seconded by Scott Payne.
    - Motion passed unanimously.
  - Motion, made by Scott Payne “Transfer \$5,856.98 from Savings/Depreciation account to General Funds account to pay Central Square invoice”.
    - Seconded by Clay Jones.
    - Motion passed unanimously.
- c Southern Line – Catalyst Change Order –**
- General discussion held.
  - Motion, made by Scott Payne “to approve accepting the catalyst change order” \$16,961.38.
    - Seconded by Clay Jones.
    - Motion passed unanimously.
- d Keith Plumber-**
- General discussion held.
  - Motion, made by Scott Payne “to pay that bill” \$471.57.

- Seconded by Clay Jones.
- Motion passed unanimously.

**9) Executive Director Update**

**a Current Staffing:**

- Certified dispatchers: 11
- Trainees: 2
- Offers Made: 1

**b Addressing:**

- New address request last month: 27
- Address Verifications last month: 10.

**c Calls for Service:**

- Admin Calls Total YTD +/-: 2.24%.
- 911 Calls Total YTD +/-: -4.48%
- CFS Total YTD +/-: -9.21%
- Motion, made by Clay Jones “along with yalls meeting to determine a new funding model to includes charges for warrant services.”
  - Seconded by Scott Payne.
  - Motion passed unanimously.

**10) Employee Handbook (Resignation & Payment upon Separation) Update Request:**

- General discussion held.

- Motion, made by Clay Jones “to table this until next month but in the meantime lets get our hands on some data from some similar entities on how they do it. Alex Smith to review updates”.
  - Seconded by Scott Payne.
  - Motion passed unanimously.
- Motion, made by Soctt Payne “for Board to approve position name listed in the employee handbook change from “Office/HR Administrator” or Administrative Assistant” to “Human Resources”.
  - Seconded by Clay Jones.
  - Motion passed unanimously.

**11) Southern Software**

- a Executive Director Walker updates Board on vendor contact changes.

**12) APCO Retains 3.0**

- a Executive Director Walker provides an overview report showing that APCO recommends 31.17 FTE Public Safety Telecommunicator to properly handle current volume based on last five-year historical workload.

**13) Executive Session**

- Motion, made by Scott Payne, for executive session to start 11:28 a.m. for Name and Character on item 7 and 8-A on Agenda.
  - Seconded by Clay Jones.
  - Motion passed unanimously.
- Motion, made by Scott Payne “to end executive session at 12:33 p.m.”

- Seconded by Clay Jones.
- Motion passed unanimously.
- Motion, made by Scott Payne “to approve two legal invoices”. For Alex Smith’s \$2,000 monthly retainer fee and \$15,968.75 for May and June AIRS(Motorola) Legal Fees Invoices.
- Seconded by Steve Pass.
- Motion passed unanimously.

**14) Motorola Update**

- Motion, made by Clay Jones “to transfer \$181,577.66 from Motorola Escrow to General Funds” to pay FY24/25 and FY25/26 Maintenance Agreement.
- Seconded by Scott Payne.
- Motion passed unanimously.
- Motion, made by Scott Payne “to pay \$181,577.66 Motorola” to pay FY24/25 and FY25/26 Maintenance Agreement.
- Seconded by Clay Jones.
- Motion passed unanimously.

**15) Additional Business**

- a No additional business.

**16) Adjourn**

- Motion, made by Clay Jones to adjourn meeting at 12:49 p.m. CT.
- Seconded by Scott Payne.
- Motion passed unanimously.

Charles Parsons 9-18-25

**Chairman Charles Parsons**

**Date**