

Central Communications, Inc.
Regular Meeting Minutes
February 5, 2013

The regularly scheduled meeting was called to order at 7:32pm. at Central Communications, Inc. 4317 Lamberton Road, Pennsboro WV. In attendance were: Sam Rogers, Ralph Sandora, Gregory Robinson, Stephen Worden, John Dotson, John Hatfield, & Angie Lipscomb.

Approval of Minutes: Sam Rogers moved to approve the minutes; motion carried.

Approval of Treasurer's Report: The board reviewed the financial statement prepared by the accountant. Balance in the pic account is \$176,019.25 and the checking account \$18,756.71. Steve Worden moved to accept the treasurer's report; motion carried.

Public Comment: None

Advisory Board Recommendations: None

Old Business: None

New Business: Credit Card Policy. See attached. Gregory Robinson moved to approve Credit Card Policy; motion carried.

Operations Manager Report: Stated all operations were going good. Advised the Board of Directors of new hire; Tyler Sheets.

Deputy Director's Report –02/05/13

The FCC narrowbanding update:

All main radio systems have been changed to narrowband modulation as per the FCC mandate. There are several "strays" amongst several departments that I still need to catch up with & re-program, I have asked the chief's or other administrator of those departments to furnish these radios for re-programming.

Radio Coverage Issues:

The Pinetwist tower had a defective antenna, which was replaced shortly after our last meeting.

CAD System:

Global Software, our CAD vendor, had promised certain functions we had ordered last summer. The improvements have only been partially added; the ability to email completed Call Summaries is still not available. Global has installed our new maps, but are not completely usable due to some conversion issues & issues with duplicated addresses. The main issue lately has been the CAD server operating system had a failure last Friday; Global has been working on it quite a lot in order to completely restore full functionality, however, the CAD system is functional.

Executive Director's Report: 02/05/2013

(1) Phone outage- 01/22/13 at approx. 0940 – 01/24/13 at 1650. We transitioned to the backup center during this time and kept one dispatcher at Pennsboro. Frontier was a little slow at responding to the initial call but worked around the clock until it was fixed. It was a problem at their Pennsboro location.

(2) We have the Tetrick and Bartlett audit, GASB and the Quarterly's for your review.

(3) One of the suggestions in the Tetrick and Bartlett audit was the need for a Credit Card Policy. I have taken the Policy from Ritchie County and worked out a rough copy to be used by CCI. You need to revise it if necessary and approve a policy.

(4) We have received a Phone Bill from Frontier for over 2 years of back charges on Data lines. I have called them twice and they are reviewing it. We have been receiving a bill for data lines but not these. They could not explain why they had not contacted us prior to this or terminated the service.

Electing of Officers: Motions were made for Sam Rogers for President, Ralph Sandora Vice President, Steve Wordon Secretary, & Treasurer Gregory Robinson motion approved unanimous.

Stephen Worden moved to remove Shirley Williams from checking account and to add Gregory Robinson; motion carried. Ralph Sandora moved to remove Angie Pratt from pic bank account and to add Gregory Robinson; motion carried.

Executive Session-none

Adjournment: Ralph Sandora moved to adjourn meeting at 9:20pm; motion carried.

Sam Rogers
President