

Meeting Date: Wednesday, December 16-17, 2015

Meeting Location: Ponte Vedra Inn and Club, Ponte Vedra, FL 32082

Meeting Day 1 (December 16, 2015):

Board Members, meeting attendance:

1. Bill Rogers, Director, DMS-Division of Telecommunications, E911 Board Chairman
2. Laurene "Laurie" Anderson, 911 County Coordinator, Charlotte County
3. Carolyn Dill-Collier, 911 County Coordinator, St. Lucie County
4. Chesley Dillon, Vice-President, Corporate Tax, Tracfone
5. Stan Greer, Area Manager, External Affairs, AT&T
6. Ben Guthrie, 911 Coordinator Gulf County
7. Sandra "Sandy" A. Khazraee, Director of State Regulatory Affairs, CenturyLink
8. David "Dave" Konuch, Attorney, Florida Cable Telecommunications Association
9. Sergeant Dale Mitchell, 911 County Coordinator, St. Johns County
10. Tom Nadler, Manager, Sprint (By phone)
11. Ira Pyles, 911 County Coordinator, Hillsborough County

Staff Members, meeting attendance:

1. Ben Fairbrother, External Affairs Coordinator, DMS-Legislative Affairs
2. Wink Infinger, Technical Support DMS-Division of Telecommunications
3. Kent Raheb, Technical Support, DMS-Division of Telecommunications
4. Donald Lamb, Technical Support, DMS-Division of Telecommunications
5. Charles Hadley, Interim Chief, Public Safety Bureau, DMS-Division of Telecommunications
6. Larry Harris, Legal Counsel, Office of the Attorney General
7. Jason Fuqua, DMS-Contracted Consultant

Staff Members, participating via teleconference:

1. Adrienne Jones, Administrative Support, DMS-Division of Telecommunications
2. Larry Houff, and Partner, Carr, Riggs & Ingram, LLC (CRI)
3. Daniel Rodriguez, Manager, Carr, Riggs & Ingram, LLC (CRI)

Members of the Public, meeting attendance:

1. Dina Walker, Seminole County
2. David Gleason, TCS
3. Stacey Manning, Putnam County
4. Vanessa Thompson, Putnam County
5. Chuck Freeman, Pinellas County
6. Sandi Chernoff, Collier County
7. Tim Roberts, General Dynamic
8. Paul Boynton, CenturyLink
9. Sally Lawrence, Polk County
10. Steve O'Connor, Synergem Technologies, Inc.
11. Eddie Guerri, Replay Systems
12. Tim Roberts, General Dynamics
13. Greg Holcomb, Lake County
14. Dennis DeVoe, Citrus County

Members of the Public, meeting attendance (Continued):

15. Silas Daniel, Sumter County
16. Bill Tobey, Synergem Technologies, Inc.
17. Doug Cunningham, CenturyLink
18. Keith Godwin, Alachua County

Members of the Public, participating via telephone conference:

1. Christine Cooper, Okaloosa County
2. Annette Rodgers, Orange County
3. Rolf D. Preuss, Volusia County
4. Stacy Needham, Manatee County
5. Jennifer L. Wilson, Martin County
6. Cliff McGowan, Holmes County
7. Stephen Ford, Liberty County

(If teleconference participants are not listed, it may be due to non-receipt of emails acknowledging participation.)

1. Call to Order

- Meeting called to order at approximately 9:00 a.m.
- Staff conducted roll call. Ten of the eleven current seated E911 Board Members were present. Tom Nadler attended by phone.
- Roll call for staff members was conducted.
- Public members attending this meeting or participating in the telephone conference were requested to acknowledge their participation by signing in on the sign-in spreadsheet on the computer in the back of the room or by sending an email to staff to ensure that they would be properly noted in the meeting minutes.
- Public members with issue(s) to be presented to the board for consideration were requested to list their issue(s) on the issue(s) index cards provided, or to send the issue(s) via electronic mail to the staff.

2. Approval of Meeting Minutes

- Mr. Rogers asked that approval of minutes be tabled until later in the meeting to allow Board members time to review.

3. Review and Vote on Disbursements to the Counties**Wireless**

Wireless financial reports for the period ending September 30, 2015, were reviewed and discussed by the Board. Mr. Greer moved to authorize distribution of wireless revenues in the amount of \$3,766,824.99. Mr. Guthrie seconded the motion which carried unanimously (11-0). There were no questions or comments related to this vote.

Non-wireless

Non-wireless financial reports for the period ending September 30, 2015, were reviewed and discussed by the Board. Mr. Greer moved to authorize the distribution of non-wireless revenues in the amount of \$2,512,669.94. Ms. Dill-Collier seconded the motion which carried unanimously (11-0). There were no questions or comments related to this vote.

Prepaid Wireless

The county allocations of the fee in the Prepaid Wireless category for the period ending September 30, 2015, were reviewed and discussed. Mr. Greer moved to distribute \$919,475.45 to the counties. Mr. Konuch seconded the motion which carried unanimously (11-0). There were no questions or comments related to this vote.

- Ms. Khazraee moved that the Board make a Special Disbursement of \$231,781.34. Sgt. Mitchell seconded the motion which carried unanimously (11-0).
- Mr. Raheb asked for clarification from the Board regarding how to calculate special disbursements from this point forward.
- Mr. Greer stated Special Disbursements would continue for December and January using the current method and asked DMS staff to reexamine the historic data in February to determine the amount of future disbursements.

4. Review Accountant's Financial Statement

- Mr. Houff presented an overview of the Financial Statement (Blue book).
- Mr. Houff also presented the trend analysis of the E911 Trust Fund Balance as requested by the Board during the November 2015 meeting.
 - Mr. Pyles noted the fund balance growth over the last 13 months and asked if there are any upcoming events that will reduce the fund balance.
 - Mr. Infinger stated there are several disbursements planned for the coming months that will reduce the balance of the fund.

5. E911 Technology Roadmap Facilitated Workshop

- Mr. Rogers introduced Jason Fuqua (consultant under contract with DMS) to lead a strategic plan scoping session for the Board.
- Mr. Fuqua noted that a strategic plan is the building block for a business case and summarized the key components of a strategic plan and a business case. Mr. Fuqua also summarized the value of developing a strategic plan and the steps involved in developing a strategic plan.
 - Mr. Greer asked for clarification on the strategic planning process timeline.
 - Mr. Fuqua stated that the timeline for completion of a strategic plan could be April or May of 2016.

- Mr. Pyles asked if the strategic planning process would require the Board to hire a facilitator and, if so, does the Board have the spending authority to do so.
 - Mr. Rogers stated that the Board has the spending authority to hire a strategic planning facilitator.
 - Mr. Fairbrother stated that the process for hiring a strategic planning facilitator would begin with creating a Request for Quote (RFQ) with a response deadline of approximately 30 days.
- Mr. Pyles suggested the Board move forward with creating an RFQ for a strategic planning facilitator.
- The Board discussed what days would be best to hold the strategic planning workshops in the coming months.
- Mr. Konuch moved that the Board begin the process of bringing in a strategic planning facilitator. Mr. Guthrie seconded the motion which carried unanimously (11-0).
- Sgt. Mitchell asked that DMS staff make an effort to book bigger rooms and include tables for the audience members whenever possible.
- Mr. Greer asked DMS staff to compile additional strategic plans from other states for review by the Board.
- Mr. Dillon asked DMS staff to include a timeline for completion of the strategic plan in the RFQ for the strategic planning facilitator.
- Mr. Greer suggested the deadline for completion of a strategic plan be April of 2016 and asked for clarification on the definition of a business case.
- Mr. Fuqua stated that a business case is an analysis of the strategic plan that examines the business need, feasibility, risk, and the costs associated with moving forward with what is outlined in the strategic plan.
- Ms. Khazraee stated that the group who wrote the Kansas strategic plan was more diverse than the Florida E911 Board and asked if the Board should build strategic partnerships when writing the Florida E911 strategic plan.
- Mr. Pyles asked how the Board should involve strategic partners in the planning process.
- Mr. Fuqua suggested the Board form subcommittees who would be responsible for reaching out to certain groups during the planning process.
- Ms. Anderson asked if the RFQ for a strategic planning facilitator could be completed by the next meeting.
- Mr. Fairbrother stated that once an RFQ is written, it can often be completed within approximately 30 days after posting.

- Mr. Greer stated that if the RFQ was not completed by the January 2016 meeting, Board review of additional strategic plans from other states would still be helpful in beginning the strategic planning process.
- Mr. Rogers stated that DMS staff will compile additional strategic plans from other states, send the plans to the Board and post the plans to the Florida E911 Board website.

6. Approval of Meeting Minutes

- Mr. Konuch moved to approve the November 2015 meeting minutes. Ms. Anderson seconded the motion which carried unanimously (11-0).

7. 2015 State Grant Program Applications (Review and Prioritization)

- Mr. Dillon presented a review of the 2015 State Grant applications.
 - Ms. Anderson presented Charlotte County's 2015 State Grant application.
 - Priority 1 was assigned to this grant.
 - Mr. DeVoe presented a review of Citrus County's 2015 State Grant application.
 - Priority 7 was assigned to this grant.
 - Mr. Dillon presented a review of Glades County's 2015 State Grant application.
 - Priority 7 was assigned to this grant.
- Mr. Dillon stated that Charlotte, Citrus and Lake County grants were all on the right forms, turned in on time, have the correct number of quotes, included form 6a and they were signed and completed.
 - Mr. Dillon presented a review of Hardee County's 2015 State Grant application.
 - Priority 2d was assigned to this grant.
 - Mr. Dillon presented a review of Highlands County's 2015 State Grant application. Mr. Dillon stated that Form 6a was not received on time. The form 6a was emailed and mailed, but the hard copy has not been received by DMS staff.
 - Mr. Lamb stated the grant application was received on time, but the Form 6a was not included. Mr. Lamb contacted Highlands County who informed Mr. Lamb that the Form 6a was left out of the grant application by mistake. Highlands County immediately mailed in the Form 6a and sent Mr. Lamb an email with a copy of the Form 6a on November 30th, 2015. However, DMS staff has still not received the Form 6a.
 - Mr. Greer asked if the Form 6a is required to be included in the grant application package.
 - Mr. Lamb confirmed that Form 6a is required and must be received and postmarked on or prior to December 1st, 2015.
 - Mr. Guthrie stated that if Highlands County emailed the Form 6a to Mr. Lamb and that would qualify as "receiving" the form.
 - Mr. Rogers suggested the Board look at a process improvement or rule change due to this issue reoccurring several times.

- Ms. Dill-Collier asked for clarification on when the grant package was received and when the email that included the Form 6a was received by Mr. Lamb.
 - Mr. Lamb stated that Highlands County emailed him the Form 6a on the morning of November 30th, 2015 at approximately 10am. Mr. Lamb stated the grant package was received on November 24th, 2015.
- Sgt. Mitchell asked if there is a way for the Board to move to accept grant packages by email.
 - Mr. Harris stated that in order to accept grant packages by email, the Board would have to change the rule governing grant applications.
 - Mr. Rogers stated the Board should examine a rule change.
- Ms. Khazraee asked if Highlands County should file a request for variance like Hendry County did at the last Board Meeting when Hendry County did not include a Form 6a in their grant package.
 - Sgt. Mitchell stated that because the Highlands County Form 6a was postmarked on time and Hendry County's Form 6a was not postmarked on time, this is a different situation.
- Mr. Guthrie stated that Form 6a does not require a signature, so whether the document is printed from a printer in Highlands County or a printer in Tallahassee, the content of the document will be identical.
- Ms. Dill-Collier stated that since Highlands County sent the Form 6a from a public email account, she does not have a problem accepting the form.
 - Mr. Rogers stated the Board must comply with the rule that governs grant packages, and the rule states that an original copy, not an email copy, of the Form 6a must be received.
 - Mr. Dillon stated that if the Rule states an original copy of the Form 6a is required and the Board has never accepted email in the past, the Board should not deviate from that requirement and that Highlands should submit a request for variance.
- Mr. Greer stated the Board should table this issue until the next meeting to give Highlands County time to prepare a petition for variance.
 - Mr. Rogers directed DMS staff to ensure Highlands County is able to connect with the Attorney General's office for assistance with the petition for variance.
- Mr. Dillon stated that the Highlands County grant application would be tabled until next month.
- Mr. Dillon presented a review of Holmes County's State Grant application. Mr. Dillon stated that the application package was delivered on time, included the right form, included the correct number of quotes and all forms were signed and completed as needed.
 - Mr. McGowan presented a summary of the grant request.
 - Priority 1 was assigned to this grant.
- Mr. Dillon presented a review of Lake County's State Grant application. Mr. Dillon stated that the application package was delivered on time, included the right form, included the correct number of quotes and all forms were signed and completed as needed.
 - Mr. Holcomb presented a summary of the grant request.

- Mr. Dillon noted that the block on the signature page was not signed, but the required signatures are included.
 - Mr. Holcomb stated that Lake County has a specific format required for all documents signed by Lake County. Mr. Holcomb also stated that Lake County has submitted applications to the E911 Board in the past with that signature format and those signatures have been accepted.
 - Ms. Khazraee stated she appreciates that being noted in the meeting.
- Priority 2D was assigned to this grant.
- Mr. Dillon presented a review of Liberty County's State Grant application. Mr. Dillon stated that the application package was delivered on time, included the right form, included the correct number of quotes and all forms were signed and completed as needed.
 - Mr. Ford presented a summary of the grant request.
 - Priority 7 was assigned to this grant.
- Mr. Dillon presented a review of Martin County's State Grant application. Mr. Dillon stated that the application package was delivered on time, included the right form, included the correct number of quotes and all forms were signed and completed as needed.
 - Ms. Wilson presented a summary of the grant request.
 - Mr. Pyles asked if this should be a priority 1 or 2.
 - Mr. Lamb commented that when he reviewed the grant, he believed it was a priority 1 since the grant is for a system replacement.
 - Mr. Greer stated the grant should be assigned priority 2a because the grant is not for an immediate need.
 - Priority 2a was assigned to this grant.
- Mr. Pyles asked Liberty County if the grant request was for more than just replacing the call taking equipment.
 - Ms. Wilson clarified that some expenses included in the grant request are in addition to the call taking equipment.
 - Mr. Pyles asked if the priority for this grant should be split between 2A and 2F.
 - Mr. Greer stated that when there have been varying priorities in the same grant request in the past, the Board has broken out the dollar amounts associated with each priority.
- Mr. Greer asked how much funding is available to the Board for State Grants.
 - Mr. Lamb stated that over \$4 million is available for State Grants.
 - Mr. Raheb stated that the same spending authority that is used for State Grants is also used for Special Disbursements.
 - Mr. Greer asked how much the Special Disbursements for the remainder of the year take from the \$4 million in spending authority remaining.
 - Mr. Raheb stated the Board has already made approximately \$1.65 million in Special Disbursements.

- Mr. Hadley stated that DMS staff will provide the Board with the exact amount of remaining spending authority by tomorrow (12-17-15).
- Mr. Greer stated that he does not believe the Board will need to break down Martin County's State Grant request any further than priority 2 because the Board has been able to fund grant priorities down to 2 in the past.
 - Mr. Dillon stated that if the Board has delineated "a or b" within a priority, the Board should continue to do so in this case for consistency.
- Mr. Dillon directed staff to examine the contents of Martin County's grant application and identify each item with a priority and present that to the Board tomorrow morning (12-17-15).
- Mr. Dillon presented a review of Walton County's State Grant application. Mr. Dillon stated that the application package was delivered on time, included the right form, included the correct number of quotes and all forms were signed and completed as needed.
 - Priority 2d was assigned to this grant.
- Mr. Dillon stated that completes the review and prioritization of all State Grant requests and that the Board would vote on the grants tomorrow (12-17-15).
- Mr. Rogers recognized Dina Walker, Seminole County, to address the Board.
 - Ms. Walker asked if members of the public are required to submit a speaker card if they wish to address the Board.
 - Mr. Rogers stated that the requirement to submit a speaker card in order to address the Board is in compliance with S. 286.0114, F.S., and asked Mr. Harris to clarify.
 - Mr. Harris stated that F.S. 286.0114 and the procedures contained therein such as speaker cards were designed to protect the public's ability to be heard during Board meetings. For example, if a member of the public submits a speaker card and is not recognized, there is a record of that.
 - Mr. Dillon stated that if the Board simply wishes to have someone identified for the record, there may be another way to accommodate that.
 - Mr. Pyles stated that having to submit a card when someone from the public wishes to address the Board is prohibitive and restrictive.
 - Mr. Rogers asked Mr. Harris for further clarification on F.S. 286.0114
 - Mr. Harris read F.S. 286.0114 aloud and stated the Board has the ability to institute procedures to maintain order of the meeting so long as a reasonable opportunity to address the Board is given to the members of the public.
 - Mr. Pyles asked if the Board has a rule that requires the submission of a speaker card in order for members of the public to address the Board.
 - Mr. Harris stated that Rule 60FF1-5.008, F.A.C., which was adopted by the E911 Board on January 26, 2014 requires members of the public to "notify the Board in writing of his or her interest to be heard on a proposition or matter before the Board."
 - Mr. Harris stated that ultimately the Board Chairman decides what procedures will be followed regarding public comment.
 - Ms. Anderson asked the Chairman what procedures members of the public who wish to address the Board should follow.

- Mr. Rogers stated that members of the public who wish to address the Board should submit a speaker card in accordance with Board rule 60FF1-5.008, F.A.C.

8. Review and Vote on Items for Cost Recovery Disbursements

- Ms. Dill-Collier presented a review of the Cellular South Revision to Cost Recovery Plan for 2015-2016.
 - Mr. Guthrie asked if the increase in cost as a result of this revision falls under the Board's spending authority.
 - Mr. Raheb stated that the Board does have the spending authority to cover this increase.
- Ms. Dill-Collier moved that the Board accept the revision to the Cellular South cost recovery plan for 2015-2016. Mr. Guthrie seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Ms. Dill-Collier moved that the Board pay \$326,186.07 for item #1. Ms. Khazraee seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Ms. Dill-Collier moved that the Board pay \$31,986.50 for item #2. Mr. Guthrie seconded the motion which carried (10-0). Mr. Nadler was not present for this vote. Mr. Greer stated that he will need to file a Form 8A for this vote.

9. Rural County Grant Modifications

- Mr. Lamb presented a review of the minor changes made to the Rural County Grant application.

10. Vote on Grant Change Requests

- Mr. Raheb presented a review of Charlotte County's grant change request.
 - Ms. Dill-Collier moved to accept Charlotte County's grant change request. Mr. Guthrie seconded the motion which carried (10-0). Mr. Nadler was not present for this vote. Ms. Anderson stated that she needs to file a form a Form 8b.
- Mr. Raheb presented a review of Martin County's grant change request and recommended that a 6 month extension be granted.
 - Sgt. Mitchell moved to accept Martin County's grant change request and provide the 6 month extension. Ms. Dill-Collier seconded the motion.
 - Mr. Dillon stated that a 6 month extension is more than Martin County requested and asked if the Board can give Martin County more time than they asked for.
 - Mr. Raheb stated that in the past, time extensions have been at the discretion of the Board.
 - Mr. Pyles asked Ms. Wilson (Martin County) how long of an extension they need.
 - Ms. Wilson stated that Martin County intends to complete this project within 6 months of December 31, 2015.
 - The previous motion made by Sgt. Mitchell and seconded by Ms. Dill-Collier carried (10-0). Mr. Nadler was not present for this vote.

11. E911 Board Rule Development and Status Report

- Mr. Rogers provided an update on the Statement of Estimated Regulatory Cost (SERC) RFQ process and timeline.
 - Mr. Rogers stated he expects an announcement of award on January 5th, 2016, a start date of January 11th, 2016 and made a copy of the RFQ available to Board members upon request.
- Mr. Harris stated that Ms. Guillemette was directed by the Board at the November meeting to provide a memo stating why a SERC was necessary for a fee change. Mr. Harris provided that memo to the Board as well as supporting case law. Mr. Harris also presented a review of those documents.
- Ms. Dill-Collier asked if the memo and supporting case law can be posted to the public E911 Board website for review by the counties.
- Mr. Harris presented a status report of current rules.

12. Spending Authority for Text to 911

- Mr. Infinger presented a review of staff research on a potential connection of text control centers to MyFloridaNet.
 - Mr. Infinger stated there are two scenarios the Board may consider. First, the Board could research if providers are able to submit the cost of connecting text control centers as part of their cost recovery. Second, the Board could submit an Legislative Budget Request. Mr. Infinger also stated that the Board cannot use money from the Administrative Fund to pay for text control centers to connect to MFN.

13. Discuss E911 Board Annual Report for 2015

- Mr. Infinger presented a review of the draft 2015 Florida E911 Board Annual Report.
 - Mr. Infinger stated the E911 Trust Fund contains a significant amount of interest and asked if the Board is planning on doing interest disbursements in the future.
 - Ms. Dill-Collier stated the Board has not used any of the interest money because the Board was holding that money back for future use toward some of the statewide initiatives.
 - Mr. Infinger stated that he does not think the Board has a specific policy for interest funds.
 - Ms. Dill-Collier stated that when interest was disbursed in the past, the monies were disbursed equally to the counties.
 - Mr. Greer asked what the interest money could be used for other than direct disbursement to the counties.
 - Mr. Infinger stated there is nothing in statute that dictates what the Board must do with the interest. Mr. Infinger also suggested the Board adopt a policy for use of interest monies.
 - Mr. Rogers directed DMS staff to provide recommendations to the Board regarding interest disbursements.
- Mr. Dillon made a motion to adjourn until Thursday, December 17th, 2015 at 9am. Mr. Konuch seconded the motion.

14. Call to Order

- Meeting called to order at approximately 9:00 a.m.
- Staff conducted roll call. Ten of the eleven current seated E911 Board Members were present. Tom Nadler was not present.
- Roll call for staff members was conducted.
- Members of the public attending this meeting or participating in the telephone conference were requested to acknowledge their participation by signing in on the sign-in spreadsheet on the computer in the back of the room or by sending an email to staff to ensure that they would be properly noted in the meeting minutes.
- Members of the public with issue(s) to be presented to the board for consideration were requested to list their issue(s) on the issue(s) index cards provided, or to send the issue(s) via electronic mail to the staff.

15. Discuss State Grant Priorities and Vote on Grant Awards

- Mr. Dillon presented a final review of State Grant requests.
- Mr. Dillon asked Mr. Lamb to explain updates to Martin County's grant request.
 - Mr. Lamb stated that once the Board identified that Martin County's grant request should be priority 2 instead of priority 1, the grant request was broken up into three categories. The first category (priority 2a) covers the hardware and software for the primary portion of the grant request. The second category (priority 2d) covered the recorder replacement portion, and the third category (priority 2f) covered the map equipment.
- Mr. Greer asked how much the Board has spent on Special Disbursements so far this fiscal year.
 - Mr. Raheb stated the Board has made approximately \$1.65 million in Special Disbursements so far this year.
- Ms. Dill-Collier asked if there is enough remaining in this year's spending authority to approve the current State Grant requests.
 - Mr. Infinger stated that when the State Grants are approved at this meeting, the counties are not going to actually expend most of the approved funds until next year. Therefore, the spending authority for this year will not be affected.
 - Mr. Infinger also stated that previously approved grant monies are now coming due, which is eating into the Board's spending authority and making it difficult for staff to predict how much the Board will expend by the end of the year.
 - Mr. Infinger suggested that staff prepare a spreadsheet that includes how much money is in each fund, how much spending authority the Board has, how much money has been used and how much money has been committed.
 - Mr. Rogers directed DMS staff to create regular reports for Board review that include spending authority data.
 - Mr. Greer stated the Board should move forward with voting to approve the state grants at this meeting.
 - Mr. Pyles stated that he would prefer to table the approval of state grants until next month when the Board has more specific spending authority data and asked what impact tabling the grants for one month would have on counties.

- Mr. Infinger stated that the state grants that will be voted on today will not affect this year's spending authority.
- Mr. Dillon stated the Board has several options; first the Board could vote on all of the state grants. Second, the Board could vote on some of the state grants based on priority.
- Mr. Dillon also stated that the vote on state grants that will be taken today would not affect the current fiscal year spending authority.
 - Mr. Pyles stated he is willing to vote on state grants at this meeting because they will not affect the current fiscal year spending authority.
- Ms. Khazraee moved that the Board approve the Priority 1 grant requests for Charlotte County and Holmes County for a total of \$346,888.06. Ms. Dill-Collier seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Mr. Dillon moved that the Board approve the Priority 2a grant request in the amount of \$73,960.98. Mr. Guthrie seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Mr. Dillon moved that the Board approve the Priority 2d grant request in the amount of \$168,571.22. Sgt. Mitchell seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Mr. Dillon moved that the Board approve the Priority 2f grant request in the amount of \$14,124.00. Ms. Dill-Collier seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.
- Mr. Dillon moved that the Board approve the Priority 7 grant request in the amount of 446,968.02. Ms. Dill-Collier seconded the motion which carried (10-0). Mr. Nadler was not present for this vote.

16. Other Business

- Mr. Rogers stated the Board has been contacted by several vendors who wish to present to the Board on topics that may or may not be germane to Board business.
 - Mr. Rogers directed DMS staff to create a process for determining which vendors are allowed to present.
- Mr. Raheb stated that DMS staff are in the process of obtaining quotes for a new audio system for Board meetings.
- DMS staff presented a summary of all disbursements approved at the meeting and action items assigned to staff.
- Mr. Godwin asked if audience members could be provided with tables at future staff meetings.
 - Mr. Rogers directed DMS staff to provide tables at Board meetings whenever possible.
- Sgt. Mitchell requested an organizational chart that includes Board staff.

17. Adjourn

- Mr. Rogers adjourned the meeting.

Next scheduled meeting:

DATE: January 12-13, 2016

LOCATION: Meeting Information:
Betty Easley Conference Center
4075 Esplanade Way, #148
Tallahassee, FL 32399

Hotel Information:
Wyndham Garden Tallahassee Capitol
1355 Apalachee Parkway
Tallahassee, FL 32301

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