

Meeting Date: Thursday, February 4, 2016  
Meeting Location: Teleconference

**February 4, 2016:**

**Board Members, meeting attendance:**

1. Carolyn Dill-Collier, 911 County Coordinator, St. Lucie County
2. Stan Greer, Area Manager, External Affairs, AT&T
3. Ben Guthrie, 911 Coordinator Gulf County
4. Sandra "Sandy" A. Khazraee, Director of State Regulatory Affairs, CenturyLink
5. Tom Nadler, Manager, Sprint
6. Ira Pyles, 911 County Coordinator, Hillsborough County

**Staff Members, meeting attendance:**

1. Ben Fairbrother, External Affairs Coordinator, DMS-Legislative Affairs
2. Kim Bickley, 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. Diane Guillemette, Legal Counsel, Office of the Attorney General
7. Adrienne Jones, Administrative Support, DMS-Division of Telecommunications

**Members of the Public, participating via telephone conference:**

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

1. Mary Ellen Buzzelli, Mission Critical Partners, Inc.
2. Stacy Needham, Manatee County
3. Tim Roberts, NG9-1-1
4. Christine Cooper, Okaloosa County

**1. Call to Order**

- Meeting called to order at approximately 2:00 p.m.
- Staff conducted roll call. Seven of the eleven current seated E911 Board Members attended by phone.
- Roll call for staff members was conducted.
- Public members attending this telephone conference were requested to acknowledge their participation 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 were asked to send the issue(s) via electronic mail to the staff.

**2. Discuss E911 Board Annual Report for 2015**

Disclaimer: Grammatical and formatting edits discussed by the Board were omitted from the official meeting minutes, but are included on the official audio record.

- Mr. Greer presented a review of the current draft 2015 Annual Report.

- Mr. Fairbrother stated that the E911 Annual Report is due February 28<sup>th</sup>, 2016 so all final changes must be made on this call in order to allow time for the report to move through the internal approval process of the Department of Management Services.
- Mr. Greer stated that the intention of the Board to raise the fee to 50 cents should be included in the report and provided suggested language.
- Mr. Greer stated suggested the intention of the Board to raise the fee to 50 cents should be added to the conclusion of the report.
- Mr. Raheb asked if the Board would like to keep the strategic initiatives in the report.
  - Mr. Greer confirmed that the initiatives should be kept in the report.

### **3. Other Business**

- Mr. Fairbrother stated that the changes made on this call will be included and the report would begin to move through the internal approval process at the Department of Management Services.
- Mr. Greer adjourned the meeting at approximately 3 p.m.

#### **Next scheduled meeting:**

DATE: February 17, 2016

LOCATION: Meeting Information:  
Palm Beach County Division of Emergency Management  
20 South Military Trail  
West Palm Beach, FL 33415

Hotel Information:  
Hawthorn Suites  
301 Lamberton Drive  
West Palm Beach, FL 33401  
561-472-7000