

**Metro Emergency Operations Center  
Executive Board  
November 30, 2017  
Minutes**

Present: Jennifer Herral  
Keith Vititoe, for Kent Carper  
Lieutenant Randy Sampson, for Mayor Danny Jones  
Dan Foster  
Grant Gunnoe  
Chuck Boggs

Staff: John Rutherford  
Russell Emrick  
Rick McElhaney  
Lindsay White  
Erin Shepherd  
Jim Mangus  
Joanna Edwards

Ms. Herral called the meeting to order at 10:00 a.m., roll call was noted.

**Procurement**

Jim Mangus, Communications Coordinator at Metro, stated that in order to proceed with phase one of the project, Metro needs to have engineering path studies and the FCC coordination complete before obtaining any equipment. Mangus stated the FCC may change frequencies from the equipment Metro had initially quoted, so Metro needed to have in place the frequency coordination to know what to purchase. Mangus stated the amount exceeded what he initially thought it would be, and Aviat had now requested \$15,599, which would be part of the initial quote of \$131,772. Mangus requested approval for this purchase so that Metro can proceed with the project, for which the due date has been extended to the end of February. Mangus asked the Board if there were any questions. There were not.

Motion was made to approve the purchase of FCC Licensing from Aviat Networks in the amount of \$15,599.

Motion: Gunnoe

Second: Foster

The motion carried unanimously.

**Old Business** – None.

**New Business** – None.

**Public Comment** – None.

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**Announcements** – Jennifer Herralld announced that the next meeting will be on December 12.

The meeting adjourned at 10:02 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John Kuth", with a long horizontal flourish extending to the right.