

**TNT Meeting Minutes**  
**February 9, 2015**  
**Frontier of Flight Museum**  
**Dallas, TX**

Meeting in Session – 10:02

Attendees – 32 (31 registrations)

**Welcome & Introductions—Yvonne Krumm**

The Oscars are coming up!

What is your all-time favorite movie? Turn in your Oscar ballot to Yvonne by the end of the meeting, and you might win a movie prize!

**Treasurer's Report—Robbyn Hart**

Balance - \$2643.74 – questions on money ask Robbyn

Less today's catering and room rental

Plus today's membership fees

**Credit Card Processing/Accepting Update—Robbyn Hart**

Anybody that wants to pay TNT with Credit Card can now be done at the meetings.

**TNT/PETS Booth at Conference – Yvonne Krumm**

Head up the TNT portion of the TNT/PETS Booth – Carolyn Dotts

Audrey Wilson over Conference Volunteers

**Stress Management Update– Robbyn Hart**

Course sent to Roxie ready to go to Beta testing. Robbyn will send it out tomorrow.

Module 3 & 4 will be ready by Wednesday.

**Telecommunicator Alliance of Texas Update—Kelle Hall**

Kelle not here – Pam Frisk

The NENA Board has a discussion about this group per Pam Frisk.

What is the Telecommunicator Alliance of Texas?

A group of telecommunicators – the TC part of NENA – not administrators or public educators

This group has a say of everything that NENA does.

To join TAT is free – website is [www.tcallianceoftexas.org](http://www.tcallianceoftexas.org)

Anybody that is a TC please join – more information to come

Preliminary stages – Christine with NCTCOG admins the website

Eventually a resource for TC's of Texas.

Send it pics of different things in your PSAP

Currently only 40 members

Initial stages the plan is to elect a chair person and build a liaison with the Texas NENA Board.

Kelle Hall is the liaison – contact her via e-mail [khall@hpdps.org](mailto:khall@hpdps.org)

**State Licensing Exam/1013 Curriculum Update—Yvonne Krumm**

Results:

884 students took licensing exam (some may be retakes)

187 students failed licensing exam

Approximate 78.85 statewide pass rate

Approximate 21.15 statewide fail rate

TEEX is responsible for some of these numbers:

Telecommunications Operator License:

FY 2014 -135 Rosters; 175 Students; 151 attempted; 111 passed on 1<sup>st</sup> attempt; 141 passed, 73.510 passed on first attempt

TEEX – On-line – Charlesetta advises course easy – when taking licensing exam had issues in passing  
Connie advises 50% pass rate on state licensing after TEEQ course in her area - highest score 85

Patty Davis advises in her area there are some concerns on state exam that some of the questions were build for larger agencies – Is this something addressed when developing questions? Roxie Dodd advises they did – proofing committee reviewed to verify questions where based on curriculum.

Mr. Vickers (TCOLE) forwarded an e-mail to John Hellenberg to check the status of our reviewing the Basic Telecommunicator Curriculum and Test. At this time, we have not received further response from TCOLE, though Mr. Vikers did indicate he was aware this needed review.

Any suggestions to help with reviewing to take the state exam send to Tina Chaffin so she can add them to the TNT website.

### **TNT Board Nominations for 2016-2018**

All positions open – President, Secretary, Hospitality, and Treasurer

Duties of officers are on website.

Nominations taking place the end of February via e-mail – E-mail to come by Tina and/or Mindy

Do we need a “President of Elect”?

Automatically move up into the President spot when not able to attend

### **Items covered that were not on Agenda:**

#### **2015 By-Law Reviews – Yvonne Krumm**

#### **Texas 9-1-1 Trainers forum**

BY-LAWS

**Article I.** Name and Purpose

**Section A.** Name

The Forum’s name shall be the “Texas 9-1-1 Trainers Forum” herein referred to as the “TNT”.

**Section B.** Purpose

TNT’s purpose is to enhance the professionalism of the 9-1-1 Telecommunicator (Operator, Dispatcher, Public Safety Communicator) in the state of Texas. This is accomplished through providing an opportunity to network with its members, share information, and learn from other 9-1-1 trainers from across the State. The networking group discusses items of mutual interest from a wide variety of topics including presentation skills, curriculum development, training resources, and state and national certification and standards. TNT works closely with other agencies and organizations in the development of standardization of training curriculum and training courses.

**Article II.** Membership

**Section A.** Membership Eligibility

Membership is open to all Texas personnel employed in the following capacities: in a communications center, in a law enforcement or other public safety related academy, academic alternative, or a Council of Government, Home Rule City

Municipal Emergency Communication District or Emergency Communications District; approved contract trainers whose duties include the training (classroom or field training) of Telecommunicators. Other members may be approved by a majority vote of the current members.

Vendor member participation is allowed, with the following caveats:

The vendor must conduct business in Texas and have physical representations (i.e. office or employee) in Texas. The vendor must have a demonstrated interest in issues regarding Telecommunicator standards or training.

In addition:

- TNT officers reserve the right to ask vendor members to leave the meeting if an agenda item has been identified as a potential conflict of interest.
- Vendor members may vote on candidates and issues, unless a potential conflict of interest has been identified.
- Vendor members may not use TNT meetings or the TNT directory to solicit business.
- Vendor members are not eligible to serve on the TNT board as President, President Elect, Treasurer, Secretary or Hospitality.

**Section B.** Official E-Mail Record of Members

The Website/Membership chair shall maintain a roster of current Members who are listed in the Website/Membership's official e-mail list.

**Section C.** Membership Dues

There are no membership dues required to be a member of TNT.

**Section D.** Meeting Fees

Quarterly meetings are historically held in January, April, July, October, with the April meeting in conjunction with the ~~Texas APCO/NENA Joint Conference and Awards~~ TX APCO-TX NENA Public Safety Conference. The TNT membership shall set a meeting fee that will be assessed to each member in attendance at a quarterly meeting. The fee shall be evaluated annually to ensure that meetings fees are sufficient to cover meeting costs.

Any member that pre-registers for a meeting that is unable to attend must cancel his/her registration at least 5 days in advance of the meeting. If not, then the member is still responsible for paying a \$15 cancellation fee.

Quarterly meeting fees are used for room rental, catering, and can be used for the professional development of the membership as voted on by a majority of the membership in attendance. The next meeting location and date is also determined by majority vote of the membership in attendance at the current meeting.

**Section E.** Voting

Each current member on the official e-mail list of the Forum is eligible to one vote. The President will have the decision as to whether an issue will be voted on by the members present at a meeting or through email to all current members.

**Article III.** Meeting of Members

**Section A.** Meetings

The Quarterly Meetings of the TNT Membership shall be held at 10:00a.m., until 3:00p.m. at the location voted on at the previous meeting with the exception of the April quarterly meeting which is held at coincides with the Texas APCO/NENA Joint Conference and Awards-TX APCO-TX NENA Public Safety Public Safety Conference. The membership will be notified by email when the time, location, and agenda are available on the TNT website for the next meeting.

**Section B.** Special Meetings

Special Meetings may be called by the President or upon request by a majority of the membership. Special Meetings will be announced at least one month prior to the meeting to allow for travel arrangements and budgets to be submitted and approved.

**Section C.** Minutes

The Secretary of the TNT will take minutes at all meetings held by the TNT. ~~Minutes will be read and approved (with a motion and a second) by the membership at all regularly scheduled and special meetings.~~ Minutes will be posted on the website in a timely manner. Members will approve minutes (with a motion and a second) at the meeting following the one to which the minutes relate.

After review by the President, minutes will be posted on the website in draft form. Once approved at the next meeting, they will be on the website as approved. In the absence of the Secretary at a meeting, the President will designate a substitute.

**Section D.** Quorum

A quorum for the transaction of all business of the TNT shall be constituted by all those current members present at regular or special meetings subsequent to notification of agenda items.

**Section E.** Organization

The President of the TNT shall preside at all meetings of the members. If the President is not present, the appropriate officer in succession in the order set forth in Article IV shall preside.

**Section F.** Parliamentary Authority

The rules contained within the most current edition of *“Robert’s Rules of Order Newly Revised”* shall govern quarterly meetings and/or other TNT business in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order which TNT may adopt. The President shall be responsible for ensuring that a copy of *“Robert’s Rules”* is available at each quarterly meeting to refer to for any parliamentary procedure questions or concerns.

**Article IV.** Officers

**Section A.** Officers

The officers of the TNT shall consist of President, President Elect, Treasurer, Secretary and Hospitality.

**Section B.** Election, Term and Vacancies

Nominations will be taken during the month of February via e-mail and at the February meeting. A slate of candidates will be presented at the May meeting. An election vote will be conducted via email between the months of May and August.

The new officers will be announced at the August meeting and take office beginning in November. (Need to fix these months to reflect the correct term. i.e. first quarterly meeting instead of months).

The officers will be elected to a term of two (2) years. Any vacancy will be filled by nominations submitted via e-mail the month prior to the next regular meeting with elections taking place that meeting.

**Section C.** Duties of Officers

The President shall preside at all meetings, appoint all committees, be responsible for agendas with notification to current members via e-mail, represent the TNT on issues as directed by the membership and perform other duties as required. ~~The President shall be the presiding officer over the nomination and election process.~~

The President-Elect shall preside over meetings in the absence of the President, assist the President in conducting association affairs, seek and confirm nominations for biannual elections, conduct an annual review of association needs and direction, and assist the President in filling any board vacancies.

The Treasurer shall preside over meetings in the absence of the President, and President Elect, shall have charge of all funds generated through membership dues, be responsible for proper record keeping of all revenues and expenses, present financial reports ~~and perform other duties~~ as required and serve on committees and perform other duties as required.

The Secretary ~~shall read minutes from previous~~ shall keep minutes of the meetings, report them into the record with a motion and a second, record all transactions of any forum meetings, prepare minutes and submit them to the President for review before they are posted as draft minutes on the TNT website. Current members ~~will be advised by e-mail when the draft minutes are available~~ receive draft minutes with the reminder email for the next TNT meeting. If the Secretary is unable to attend a scheduled meeting, they will notify the President who will appoint someone to take the minutes for that meeting.

Hospitality shall work with the Treasurer in calculating the registration totals and on distribution of funds for catering appropriate meals for meetings. Hospitality shall be responsible for procuring meeting space and coordinate with the meeting venue for all on-site details.

All officers must attend, at a minimum, half of the year's scheduled meetings. If any officer is unable to do so, they shall notify the President, or the ~~Treasurer~~ President Elect in the event that the officer is the President, so that the vacancy can be filled via election prior to the next meeting.

**Article V.** Finance

**Section A.** Expenditures

All expenditures and expenses must be activities approved by the TNT.

The President may spend up to \$500 of the organization's funds, upon a quorum vote of the officers in order to conduct TNT business.

Any expenditure and/or expense, over and above \$500, must be voted on and approved by a majority of the members. The TNT Treasurer will keep and present records of all expenses and expenditures ~~when the minutes are presented to~~ at each meeting of the membership.

**Article VI.** Committees

**Section A.** Committees

Committees shall be formed as needed by the direction of the President and members present. Membership of the committees shall include volunteers that are in good standing with TNT. The President shall appoint a Chairperson for that Committee. The Committee shall report developments to the members based on the time table established by the President. Additional time may be requested by the Committee Chairperson, if necessary, to fulfill the assigned mission.

A standing committee called "Board Alumni" shall be formed and be maintained in perpetuity. This committee shall be comprised of Past Presidents. The committee shall be responsible for providing guidance to the current officers and/or the TNT membership.

**Article VII.** Amendment of By-Laws

**Section A.** Proposal and Vote of Amendment

Any member in good standing may propose an amendment to the TNT bylaws.

~~The proposed amendment must be presented to the membership for review and consideration at least thirty (30) days prior to the next quarterly meeting. The member proposing the amendment may rescind his/her amendment at any time.~~

~~The proposed amendment will be placed on the next meeting agenda for discussion.~~

~~The Secretary will send out the proposed change to the entire Membership via e-mail for input by the membership prior to the following meeting.~~

~~The amendment will be placed on the following meeting agenda for vote by the membership upon receiving a motion and a second from those in attendance. at the current meeting.~~

~~A vote on the proposed amendment shall take place at that meeting unless time is necessary to further study the issue as determined by the President. Any change shall be approved by a majority of the current members present.~~

~~An amendment will be passed upon a majority vote of the total members voting. Any member unable to attend a quarterly meeting may absentee vote by submitting an email to the President with his/her vote on the amendment. All votes will be tabulated at the quarterly meeting and the results published at the quarterly meeting and in the meeting minutes.~~

The Secretary will send the proposed change to the membership via e-mail at least thirty (30) days before the next scheduled meeting. The member proposing the amendment may rescind his/her amendment at any time.

The proposed amendment will be placed on the next meeting agenda for consideration.

By majority vote of those present, the membership will approve, disapprove, or table the amendment for further study. Electronic votes from members unable to attend the meeting are acceptable.

E-mail will be sent out with suggested changes and take a vote.

Suggestion - Review of by-laws annually.

**Open Discussion:**

Submit nominees for awards to APCO and NENA. Deadline February 16<sup>th</sup>.

[www.texasnena.org](http://www.texasnena.org) and [www.txapco.org](http://www.txapco.org)

Categories: Trainer of the Year, Telecommunicator of the Year, Public Educator of the Year, Radio Technician of the Year, Team Award, Laverne Hogan Award, Kid Hero Award, Operational Professional of the Year, Supervisor of the Year, Silent Hero \* not competitive (if nominated you win),

The L-1 has not been updated – it doesn't mention the Telecommunicator yet. You still completed the L-1T. The L-1T is now specific to telecommunicators.

Gail motions to invite TCOLE rep to 3<sup>rd</sup> quarter TNT Meeting. Motion by Pam Frisk – 100% in favor  
Prior to meeting send questions to Tina Chaffin ([tchaffin@tc911.org](mailto:tchaffin@tc911.org)) then the TNT President will send an invitation to TCOLE Rep.

Don't forget to nominate Texas APCO, Texas NENA and TNT Officers.

Meeting adjourned