Giles County
E-911
131 S CEDAR LN
P.O. BOX 307
PULASKI TN 38478

January 15, 2025

Director Gracy has been asked to provide the following:

- **E911 Director job description**
- **Training Plan for Director & Dispatchers**
- **Request for qualifications for IT Consulting Services**

Members in attendance were:
Bill Myers – Chairman
Josh Young
Kenneth Bass
Willow Chavez
Elizabeth Louie
Joe Purvis (Ruby Jewell)

Prayer & Pledge

Sheriff Purvis addressed the Board. He is resigning from the E911 Board and recommends Sergeant Ruby Jewell, GCSD employee, to take his spot.

E911 Director Job Description

Ms. Gracy was asked to review the director job description and make recommendations as to accuracy and any training needs that will support efforts to fulfill the directors responsibilities. Ms. Gracy provided the minutes that were presented to her when she applied for the position of director. She has no recommendations to make or take away. Ms. Gracy did agree that the current job description is accurate.

Training Plan for Director & Dispatchers

Per Ms. Gracy, detailed training needs are mandated by the state TCA 0780-06-02. The dispatchers do in-house training.

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RFQ for IT consulting services

Ms. Gracy provided the Board with her thoughts as to what she wanted when hiring an IT Contractor. There was no RFQ provided. Sheriff Purvis offered to assist with the development of a RFQ.

Josh Young makes motion to adjourn and Kenneth Bass second.