



# AAND Today

Official quarterly newsletter of the Alabama Association of 9-1-1 Districts  
Fourth Quarter 2009 and Legislative Conference Issue

## What it means for AAND members to have great representation.

As the incoming president of AAND, please allow me this opportunity to express my sincere appreciation to the membership for allowing me to serve this year. Also, special thanks to **Marshall County 9-1-1 Director Johnny Hart, Wilcox County 9-1-1 Director Melissa Dove** and all of the district directors for their support. I would be remiss if I did not thank **Sonny Brasfield, Mary Pons, Bryant Raby** and the rest of the ACCA staff for all they do for us.

This year will be one of growth, building relationships and education.

The growth will begin with more involvement from the district directors, meeting and talking with their respective county leaders. We need to hear from you. The relationships will be all of our responsibility.

Melissa will handle the education aspect in concert with **Lauderdale County 9-1-1 and EMA Director George Grabryan**. These individuals will be conducting a survey, which will

allow you to have input in our ACCA certification program. The results will be forwarded to the ACCA Education Committee for consideration.

*Why are there so many organizations representing the various 9-1-1 centers in Alabama?*

Also, the bill that will be introduced in the 2010 Regular Session of the Alabama Legislature is intended to assist each PSAP in the never-ending request for the release of our audio tapes.

During a recent conference I was asked the following question: *"Why are there so many organizations representing the various 9-1-1 centers in Alabama?"*

From my perspective, I believe that each one represents a component that when added together becomes a foundation for each of us to build upon. AL-NENA is associated with National NENA, and through this organization we have connections to Washington and also a place for standards to be developed.

Alabama APCO also has connections to our leaders in Washington, along with excellent training programs for technicians and dispatchers. AAND operates under the umbrella of the Association of County Commissions of Alabama. This is your conduit to your county commissioner, affiliate associations and the legislative process, in addition to being an excellent resource for issues that we face daily.

I am looking forward to working with each of you to accomplish our goals. Please call your district directors or any of the officers with any concerns you may have.

*Jerry Jackson*  
Calhoun County 9-1-1 Director

### SAVE THIS DATE...

**COMMUNICATION AND MEDIA RELATIONS (Dec. 8-9 in conjunction with ACCA's Legislative Conference in Montgomery)** Participants learn effective communication in the workplace, the factors that foster poor communication, and the elements needed to make a good communicator. Understanding how to communicate with different personality types, constructive criticism, effective listening skills, and verbal and nonverbal communication are topics in this course. Participants also learn how to more effectively deal with the media, and when and what type of response is needed for specific situations.

Call 800-634-7199 to register. Registration fee is \$155.



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2009-2010  
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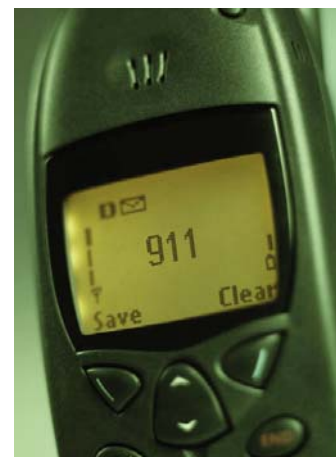
**CHRISTINE HEGER**  
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**2010 Regular Legislative Session gearing up...**

When the 2010 Regular Session of the Alabama Legislature convenes in January, AAND, through the efforts of ACCA and in concert with our legislators, will hopefully introduce a bill that speaks to the release of 9-1-1 tapes from the various public safety agencies in Alabama. This is an issue that needs to be resolved as it relates to the release of sensitive voice recordings. Directors and managers of communication centers, along with other public safety organizations, through this process, will receive the guidance needed to answer the age-old question: Who can listen to the tape?



**AAND Vice-President and Marshall County 9-1-1 Director Johnny Hart** is in charge of the AAND Legislative Committee. When he calls and asks for your assistance, be ready to contact your local senator or representative and support the bill. Get to know your local legislative delegation now so you can work with them in the future.

**Do YOU Joint Bid?**

Please keep in mind the ACCA County Joint Bid Program is available to AAND members. This program allows the vendors to offer items to ECDs in all 67 counties instead of each ECD having to bid out each item separately. It's a perfect opportunity to save you money on often costly items during a time when everyone is watching their budgets shrink more and more each year.



*Items, such as this outdoor warning siren, that 9-1-1 officials deem appropriate can be added to the Joint Bid roster by helping the ACCA staff complete the spec sheet and choosing the winning bids.*

ACCA staff administers the program so not only do you save money on the equipment itself, but also on the administrative costs associated with writing specs and ultimately awarding the bid. Each of you know this is a lengthy process, but we are here to help make it easier.

It will take some initial effort, but the long-term benefits will make the effort worthwhile. We cannot have a successful program that meets your needs unless we have active participation from the 9-1-1 directors and employees.

This participation will entail helping us to write the specs and meeting with us to choose the winning bids. We are on the verge of significant changes in the 9-1-1 community, and the Joint Bid Program will be a great tool as we proceed. Please call me with any suggestions or ideas, or send me an e-mail at [braby@acca-online.org](mailto:braby@acca-online.org). I look forward to hearing from you!

*Bryant Raby  
Governmental Relations Specialist*

# Running Out of Storage Space? Get Rid of Those Outdated Records!

Did you know there is a procedure for legally destroying your 9-1-1 agency's outdated records?

Back in 2006, the Alabama Department of Archives and History worked with a committee of 9-1-1 representatives, led by then-president Harold Parker and current president Rod Coleman, to create a Records Disposition Authority for 9-1-1 Emergency Communications Districts.

The RDA permits 9-1-1 ECDs to destroy outdated records once their mandated retention periods expire. Its use is authorized by the Local Government Records Commission under procedures set forth in the *Code of Alabama*. You can access the 9-1-1 RDA on the ADAH Web site at: [www.archives.alabama.gov/officials/rdas/local/911rda.pdf](http://www.archives.alabama.gov/officials/rdas/local/911rda.pdf).

Under *Section 41-13-23* of the *Code of Alabama*, "no county, municipal, or other local government official, shall cause any...record to be destroyed or otherwise disposed of without first obtaining the approval of the local government records commission."

Our Government Records Division at ADAH serves as the commission's staff. We can authorize you to dispose of your outdated records, according to schedules in the RDA, so long as you submit a Local Government Records Destruction Notice to document that the records were legally destroyed. The destruction notice form is also on our Web site at: [www.archives.alabama.gov/officials/dnform.pdf](http://www.archives.alabama.gov/officials/dnform.pdf).

Submitting a destruction notice form is easy. Just fill in the identifying information for your agency; list the number, title and date span of the records you want to destroy; have your director sign as the "authorizing official;" and send us the form by fax, "snail mail," or e-mail. You can also submit a notice electronically via our Web site. There are more complete instructions on the form.



Once we receive your notice, we will review it; call if we have any questions; or send you a response stating that your records appear to be legally disposable.

We keep notices permanently in our division files, so we can always verify that you followed procedures established by the *Code of Alabama* for legally destroying records in case of audit, litigation, or other questions later.

Our division staff can also advise you on other records management issues and provide on-site assistance if you need it. If ADAH can be of help, please contact me at the Government Records Division, P.O. Box 300100, Montgomery, AL 36130-0100; (334) 353-4607, or [Tom.Turley@archives.alabama.gov](mailto:Tom.Turley@archives.alabama.gov).

Many Alabama 9-1-1 records are legally disposable after a few months or years, and the RDA will also let you know which records you need to keep long-term. It can save you time and money by helping you manage records more efficiently, ensuring that all your 9-1-1 district's emergencies occur **outside** the office. So, if your computer's out of memory, and your storage room is piled to the ceiling with old papers or CDs, put the 9-1-1 RDA to work for you!

Tom Turley  
Alabama Department of Archives and History

# 2009 LEGISLATIVE Conference

Dec. 9-10 • Renaissance Montgomery Hotel and Conference Center • Montgomery, Ala. • REGISTER TODAY!

## OPENING GENERAL SESSION

- **Preview of the 2010 Legislative Session**  
*Hon. Seth Hammett, Speaker of the House*
- **Financial Challenges for the 2010 Session**  
*Rep. John Knight (D-Montgomery)*
- **Projections on the Federal Highway Trust Fund**  
*Speaker TBA*
- **A Health Care Reform Update**  
*Paul Beddoe, NACo Associate Legislative Director*
- **An Unemployment Forecast**  
*Tom Surtees, Director of Alabama Department of Industrial Relations*
- **A Forecast for the Coming Election Year and a Focus on Overseas Absentee Voting**  
*Beth Chapman, Alabama Secretary of State*

## AAND BREAKOUT AGENDA

- **ANGEN-IP Based Network for the Future**  
*John Ellison, Shelby County 9-1-1 Director*
  - **Release of 9-1-1 Tape Legislation**  
*Bryant Raby, ACCA Governmental Relations Specialist*
- For more details, log online at [www.acca-online.org](http://www.acca-online.org).

## HOW TO REGISTER ONLINE FOR ACCA'S LEGISLATIVE CONFERENCE

- Registrations will not be accepted via any other method. You **MUST** register through the online system.
- Think about assigning the duty of registering everyone in your office to one staff member. That staff member would then be responsible for registering each person for all ACCA events and keeping up with everyone's login and password.
- Go to [www.acca-online.org](http://www.acca-online.org).
- Click on the **Conferences and Events** tab on the top left side of the menu bar. Scroll down to the **ACCA Legislative Conference**. Click on the tab to register online. *(This will bring you to a welcome page.)*
- Your first step is to login. You must be logged in to register for an event. Click on **Login** on the left side of the page.
- Enter your primary e-mail address. *If you have never registered before, your default password is **Password1**.* After you login for the first time, it will prompt you to change to password. After you change your password, click on **Click Here to Continue**. This will bring up all of your current account information.
- **If it says incorrect e-mail or password**, we must not have you in the system. Go up to **New Visitor Registration** to create an account. You'll need to enter your contact information and hit **Create Account**. From there continue on to the next step.
- From here click **Upcoming Events** on the left side of the page. This will bring up a list of all upcoming events. There will be several pages. Scroll through the pages to find the Legislative Conference.
- Click on the **Legislative Conference** and click **Register for this Event**. Look over the badge information provided and click on **Add to Cart**.
- When you click on Add to Cart you might see a button at the bottom of the page that says **Group Registration**. Click on this to register multiple people from your county at once.
- When you are ready, hit the **Checkout** button in the shopping cart. Enter your billing information if necessary. Click **Next**. Then choose your payment option. You have the option of being billed for the event or paying with a credit card. **If you choose Bill Me, please print your receipt and use that as an invoice for payment.** Please make all checks payable to ACCA, 100 N. Jackson Street, Montgomery, AL 36104.
- Once you complete your registration, you will receive a confirmation e-mail detailing your purchase.
- Questions? Please call (334) 263-7594 or e-mail Jennifer Datcher ([jdatcher@acca-online.org](mailto:jdatcher@acca-online.org)) or Donna Key ([dkey@acca-online.org](mailto:dkey@acca-online.org)) in the ACCA Office.

