

Calhoun County Consolidated Dispatch Center Authority Governing Board
Tuesday, January 6, 2009

Members Present: Chris Simmons, City of Battle Creek (3:10p)
Jeff Albaugh, Township Association
Dale Peet, Michigan State Police
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek (3:10p)
Brent Williams, City of Marshall
Sherriff Al Byam, Calhoun County Sherriff
Frank Peterson, AMSA

Also Present: Eric Miller, Jim Haadsma

The meeting was called to order at 3:02p by Chairman Frank Peterson.

I. Consent Items

Motioned by Mr. Williams, supported by Lt. Peet to accept the consent items, which included excusing Ken Tsuchiyama and Chris Simmons. All in favor. Mr. Tsuchiyama and Mr. Simmons arrived at 3:10p.

II. 2009 Meeting Schedule

Chairman Peterson recommended that the Governing Board continue to meet every Tuesday at 3p in the Administrative Conference Room for calendar year 2009. Any meetings that were deemed unnecessary would be cancelled with 24 hours notice. Consensus was to continue with this schedule.

III. Technical Committee Update

Eric Miller was introduced as the new Chairman of the Technical Committee to replace Frank Post. Mr. Miller stated that the Technical Committee has one more PSAP to visit (Branch Co.) before they can make a recommendation to the Board. The Technical Committee plans to put a sub-committee together to review all of the details involved in the transition. The Facility Sub-Committee is moving along very well. Mr. Williams will be added to their contact list to act as a direct liaison to the Governing Board.

IV. Review Responses to Request for Qualifications

Mr. Herman stated that four proposals were received and reviewed. All of the proposals were quite lengthy. The Committee recommended staying with a Michigan company, so the two out-of-state proposals were put aside, and more detailed proposals were requested from the two in-state consultants.

Success Communications would assign Kelly Rasmussen to our contract, and would request a rate of \$90 per hour, with approximately 576 hours required. They would also consider a monthly capped rate of \$7,500 per month for nine months.

Plante Moran would assign Paul Rogers to our contract, and would request a rate of \$125 per hour, with approximately 576 hours required. They would also consider a monthly capped rate of \$10,416 per month for nine months.

Mr. Herman stated that Mr. Williams was familiar with both consultants, and felt that both would do an outstanding job. The Committee recommended using the lower-cost provider, as Ms. Rasmussen has an extensive background as a dispatcher, dispatch director, and dispatch consultant.

Mr. Herman said that his concern is that we all have full time obligations at our individual municipalities, and hiring a consultant would help ensure a smooth transition.

Chairman Peterson asked if we still planned to have Battle Creek and the other Municipalities put together a proposed list of tasks that they could accomplish in lieu of using the consultant to the fullest extent.

Lt. Peet said that it has to go back to what the City is able to offer.

Mr. Tsuchiyama stated that the City's offer to provide the backroom operations - for a defined period of time - at no cost still stands. He still plans to work with the leadership in Marshall and Albion to put together a proposal. Mr. Herman stated that this would be an alternative to using the consultant as previously described.

Chairman Peterson asked if the Board felt that they needed to take the information with them and review it over the next week before making a decision.

Mr. Williams stated that he is ready to make a decision on a consultant. He feels that we need to move forward and not worry about the cost right now because of the need to get the center operational.

Mr. Simmons is worried about these costs bleeding into the next fiscal year. Mr. Tsuchiyama asked what would happen if the surcharge is less than expected; he does not want to commit funding that we do not have.

Mr. Williams stated that hiring a consultant would likely be a way to save money upfront as well as learn how to operate the center in an efficient manner that saves money long-term.

Mr. Simmons stated that the consultant would not be able to help us save expenses in areas where we made commitments prior to agreeing to consolidate. He said that a commitment was made to maintain pay and employment for all employees, and that staffing was by far the greatest expense. Battle Creek's intent is to stand behind this commitment.

Mr. Miller said if the funding were to come up short, we would have to begin looking sooner at the more-equitable funding solution that we initially sought when we decided to move forward with the consolidation.

Mr. Albaugh is worried about being constrained by commitments made before this Board convened. He asked why this Board would be obligated to keep a staffing promise that it did not make.

Chairman Peterson stated that the promises were a large part of the process in getting the entities and employees to support the consolidation. Mr. Herman stated that State Law also governed our ability to reduce pay or eliminate employment as part of the consolidation.

Mr. Williams recommended that we look at other obligations that are not as touchy as employment issues. He stated that we could look at our obligation to cover the various agencies' MIC Fees. This line item amounts to \$75,000 in the current budget.

Mr. Tsuchiyama said that his main issue is with the State's funding mechanism. He feels that we need to get a handle on it so we can better project our revenues, and to also determine whether the phone companies are providing an accurate picture of the lines assigned in Calhoun County.

Mr. Tsuchiyama further stated that he had not had an opportunity to review the information, as it was just provided today. If the group absolutely wants to move forward today, he would like to at least include language that identifies a fixed amount and allows us to extend the agreement for a period of time, as needed.

Lt. Peet feels that we need to move forward, but that we should have a clause that lets us out of the agreement if it looks like revenues are going to be down.

Mr. Williams motioned to request the County to begin negotiations with Success Communications to bring a contract forward to the Board for consideration within two weeks. The contract should include a fixed/capped amount, specific provisions to extend the contract as needed, a clause requiring Board approval for any expenses above the fixed amount, and a clause allowing the Board to sever the relationship at their discretion. Seconded by Mr. Herman.

Mr. Simmons wanted to clarify that during the two week period, City Managers from Battle Creek, Marshall, and Albion will continue to work on a potential alternative to hiring the consultant. Consensus was that they would. Mr. Simmons further clarified that this was only a vote to look at a contract from the Consultant, and that there was still no formal decision to actually hire them. Consensus was that this was correct.

All in favor.

V. MMRMA and MML Liability Quotes

Mr. Herman motioned to move forward with MMRMA. Mr. Simmons seconded. All in favor. Chairman Peterson will request the MMRMA representative to present the full proposal at the next meeting.

Lt. Peet said that he would be unavailable for the January 20th meeting, but may be able to teleconference. Mr. Williams will be unavailable for the January 13th meeting.

Mr. Miller informed the Board that there is a symposium on consolidating dispatch planned for February 5th. If anyone wants to go, they can do so on their own. The cost is \$75.

With no further discussion, the meeting was adjourned at 3:56p.