



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday January 11, 2011

The meeting was called to order by Chairman Peterson at 2:05 PM in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Franklin Peterson, AMSA
Susan Baldwin, City of Battle Creek
Jeff Albaugh, Calhoun County Township Association
Ken Tsuchiyama, City of Battle Creek
Kelli Scott, Calhoun County Board of Commissioners (via conference call)

Directors Excused: Brent Williams, City of Marshall
Mike Herman, City of Albion
Al Byam, Calhoun County Sheriff
Eric Wimbley, Michigan State Police

Others Present: Jeff Troyer
Eric Miller
Bob Kiessling
Richard Lindsey
Jill Fish

ORGANIZATIONAL ITEMS

Nominations for the board chairperson for the Calhoun County Consolidated Dispatch Authority were taken.

Motion made by Ken Tsuchiyama to cast a unanimous ballot for Frank Peterson as Chairman and Allen Byam as Vice-Chairman. Jeff Albaugh seconded the motion. All in favor; motion approved.

AGENDA

Motion made by Ken Tsuchiyama, seconded by Jeff Albaugh to approve the agenda as presented. All in favor; motion approved.

MEETING MINUTES

Motion made by Jeff Albaugh, seconded by Ken Tsuchiyama to approve the minutes from the December 2010 meeting. All in favor; motion approved.

PUBLIC COMMENTS

None

CONSENT ITEMS

Motion made by Ken Tsuchiyama, seconded by Jeff Albaugh to approve the consent agenda as presented:

1. Excuse Absent Board Member(s): Eric Wimbley, Al Byam, Brent Williams, Mike Herman
2. December Check Register
3. Year-to-Date Budget Analysis
4. 2011 Meeting Dates
5. NLRB Letter – Request for Certification under Section 7 (b) of FLSA of 1938; Case #7-WH-220.
6. Letter to Raymond Kassab/NLRB – Posting Confirmation; Case #7-WH-220.

All in favor; motion approved.

REPORTS

Technical Committee: No Report

Executive Director Report: Jeff Troyer advised that two telecommunicators have been promoted to dispatch supervisor effective January 2nd: Kim Grafton and Rhonda Siegel. There will be a series of Supervisor Training ongoing throughout the month of January. Once it concludes, Kim and Rhonda will assume their assigned night shifts. First round interviews with dispatch applicants were held. Letters will be going out to all those who were interviewed. Those passing the first round – seven applicants - will now go thru extensive background checks before moving on to second round oral board interviews. The back-up dispatch center is moving along nicely. He advised it should be operational around mid-February. Jeff also advised that he is working on end-of-year statistics for the CCCDA Annual Report.

OLD BUSINESS

MERS: Jeff Troyer advised that MERS will be contacting the City of Battle Creek to coordinate plans for the City of Battle Creek to transfer their previous employees at the required 95% funding level.

Emmett Township: Jeff Troyer and Richard Lindsey have been working on a resolution for the payment owed by Emmett Charter Township to pay the Authority for dispatch services. A discussion regarding a reasonable fee that follows the Calhoun County 9-1-1 Plan was reviewed.

RESOLUTION: 2011-01

WHEREAS the Calhoun County Board of Commissioners, on June 17, 2010, adopted the Calhoun County Emergency Telephone Service District Final Plan (“Service Plan”);

WHEREAS the Service Plan contains a provision for Operational Funding whereby the CCCDA has been given authority to charge fees for primary PSAP services provided by the CCCDA under the Service Plan to public safety agencies;

WHEREAS Emmett Charter Township is within the service district created by the Service Plan and operates a public safety agency subject to the Service Plan;

WHEREAS Emmett Charter Township has since March of 2010 received primary PSAP services from the CCCDA;

WHEREAS 9-1-1 operational surcharge revenues are insufficient to cover the costs of financing the CCCDA; and

WHEREAS CCCDA has attempted to negotiate with Emmett Charter Township fees for primary PSAP services which have been and are being rendered by CCCDA to Emmett Charter Township;

NOW THEREFORE BE IT RESOLVED that, based on the level of services being provided and the number of calls for service from the citizens of Emmett Charter Township, the reasonable and fair fee for the primary PSAP services provided by CCCDA to Emmett Charter Township is between \$15,819.75 and \$17,963.67 per month. This fee is set in relation to the estimated cost of the services actually delivered to Emmett Charter Township by the CCCDA according to the four equitable funding formulas currently being evaluated by CCCDA and local governmental units for future funding of 9-1-1 services within Calhoun County.

BE IT FURTHER RESOLVED that, based on the financing provisions set forth in Exhibit A of the Interlocal Agreement pursuant to which the CCCDA was formed, the CCCDA will accept the reduced amount of \$8,661.25 per month, up to and through December 31, 2013, or 1) until such time as an additional surcharge is authorized by the voters of Calhoun County which is sufficient to cover the costs of financing the CCCDA or 2) a county-wide funding formula is adopted by CCCDA whichever comes first, as payment in full, on a monthly basis, for the primary PSAP services being provided by CCCDA to Emmett Charter Township.

A motion was made by Jeff Albaugh, seconded by Ken Tsuchiyama to approve Resolution #2011-01. All in favor; motion approved.

NEW BUSINESS

Board members discussed the passing of Athens Fire Chief Tom Hardy. Tom represents the Fire Chiefs Association on the Technical Advisory Committee. He was instrumental in the consolidation process and was a significant supporter of CCCDA. Tom's memorial service will be held on Saturday January 15, 2011 at Athens High School at 11:00 AM. A formal recognition by the Governing Board of Directors will be made at either the February or March meeting.

Chairman Peterson adjourned the meeting at 3:35 PM.