

Calhoun County Consolidated Dispatch Center Authority Governing Board
Tuesday, February 3, 2009

Members Present: Chris Simmons, City of Battle Creek
Dale Peet, Michigan State Police
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek
Sherriff Al Byam, Calhoun County Sherriff
Frank Peterson, AMSA
Brent Williams, City of Marshall
Mike Rae, Calhoun County Board of Commissioners

Also Present: Kelly Rasmussen, Success Communications
John Bawol, Success Communications
Mark Burke, MFFAA
Eric Miller, City of Albion
Tony Geigle, Emmett Township
Brad Wilcox, Calhoun County
Bob Kiessling, City of Marshall
Richard Rogan, area builder

The Meeting was called to order by Vice Chairman Allen Byam at 3:00 p.m., in the Law Library of the Marshall County Building.

I. **Consent Items**

Motion by Mr. Rae, supported by Mr. Williams that the Consent Agenda and Minutes of the January 27, 2009 Meeting be approved. On a voice vote – motion carried.

II. **Public Comment**

Mr. Rogan commented that there are several empty buildings in the area that builders are working on that are in danger of being broken into. Mr. Rogan would like to know if there are any alternatives for protecting the buildings, such as motion sensors that will call an alarm directly into dispatch.

Mr. Miller noted that there are such units available for cars but they tend to be very pricey.

Mr. Williams stated that dispatch centers don't monitor private alarms. Private alarm companies monitor individual alarms then in turn contact dispatch centers when needed.

Mr. Rogan stated the builders would pursue their alternatives with private alarm companies.

III. **Informational Items**

Ms. Rasmussen thanked the Board for the opportunity to work with them and they look forward to bringing new service to Calhoun County. Kelly Rasmussen will be the main contact with John Bawol as her right hand.

Mr. Byam stated that previous attempts to establish a consolidated dispatch have failed. Marshall and Albion were discussing consolidation and were joined by Battle Creek when the surcharge came about. The Board and the budget have now been established. The County is collecting the surcharges.

Mr. Tsuchiyama commented that the budget projections were the basis of a 5-year proforma but the revenue has been slow coming in. The Board would like to have a balanced budget but they are uneasy about the revenue. Kelly and John should be provided with the minutes of past meetings so they can see the discussions that the Board has had.

Mr. Bawol asked if there were monies coming in from the surcharge and if there was confidence that all communications organizations were paying.

Mr. Tsuchiyama said that was unknown.

Mr. Bawol said it is common for communities to be unsure if they are receiving payments from everyone they should be.

Mr. Herman stated that the County currently has a list and is collecting the funds.

Mr. Byam commented that Brad Wilcox has been the driving force behind the renovation. He stated that while there are a lot of people involved in the planning, Brad is the contact.

Ms. Rasmussen inquired how far along the renovations were.

Mr. Wilcox stated that they are getting ready to finalize the design and hire a contractor.

Mr. Tsuchiyama inquired if Success Communications would be interested in seeing the current operations.

Ms. Rasmussen commented that it would be very helpful to visit the existing operations to get a better idea of current procedures and skill levels.

Mr. Byam commented that one of the consolidation attempts was a failed millage. There was a fire grant given and the funds were used for fire safety. There was equipment purchased but never used. Success Communications should talk to the Technical Committee to find out what was purchased, where it is and if it can be utilized now.

Ms. Rasmussen inquired as to whether there is a 911 plan and if everyone has it.

Mr. Byam commented that the 911 plan was done recently to lay the groundwork for the Board.

Mr. Peet stated that all of the PSAPs are operating under the same plan. The consolidation was incorporated when developing the plan.

Mr. Miller commented that Success should look at the plan and make a list of suggestions to be discussed.

Mr. Williams inquired on how the Authority should handle calls, if dispatch and call takers should be separated. The Authority will need guidance on the best way to configure staff.

Ms. Rasmussen said there are many configurations the Authority could go with. Success will have to look at the current arrangements then talk to the Technical Committee. Success will need to gather volume data also.

Mr. Miller stated that the Board realizes that the consolidation will be the right time to make changes in different areas and to start new. The Board would like to address the issues so to better serve the community.

Ms. Rasmussen stated that not only will they need to know what works and what doesn't in the PSAPs here but will also look at trends in other communities for ideas of what to try and what will not work.

Mr. Bawol inquired whether all involved are using the same radios and CADs.

Mr. Miller stated that Albion and Marshall Fire are on a different radio system. All involved are putting in general fund money toward radio system. Marshall and Albion use a different CAD than Battle Creek.

Mr. Bawol inquired whether there was a higher surcharge sought.

Mr. Byam commented that the County Board approved the increase to \$.60 with the contingency that there would be a consolidated dispatch. If the consolidated dispatch is not formed, the surcharge reverts back to \$.33.

Mr. Bawol inquired whether there were Mutual Aid Agreements with any surrounding communities and if they were having any problems with the consolidated dispatch arrangement.

Mr. Miller stated that he was not aware of any of them having any problems.

Mr. Tsuchiyama commented that there has probably never been an intentional conversation with the surrounding communities but there should be contact to inquire specifically.

Mr. Miller stated that most of the surrounding counties have already gone to a consolidated dispatch arrangement.

Mr. Bawol inquired as to who will oversee employee training.

Mr. Peet stated that the Technical Committee is in charge of making those arrangements.

Mr. Williams stated that the Marshall Dispatchers are the only ones who have Emergency Medical Dispatch training. Albion and Battle Creek are dispatched by a third party. Success needs to look at if it be better to train the consolidated staff to do EMD or have the Marshall area EMD dispatched by someone else.

Mr. Miller stated that Lifecare and Albion have already agreed to allow the consolidated dispatch to dispatch for them.

Mr. Rae inquired if there was a resource available to train everyone at the same level, such as an agreement with KCC.

Ms. Rasmussen stated that would be an ideal situation but not very viable. It's hard to have enough time and budget for that kind of training. And most schools don't offer regular classes in the different areas of dispatching because it isn't a high demand field. The consolidated dispatch will be bringing together people with different skill sets so it might be an advantage.

Mr. Williams stated that Success was here because their expertise was in dispatch training so they will be able to help get staff prepared.

Mr. Bawol stated that they should sit down with the three PSAPs to discuss what training they have had, what works and what doesn't then develop a plan to bring it all together.

Ms. Rasmussen stated they will need to have the union contracts and policies and procedures.

Mr. Herman reminded the Board that they still need to decide if Battle Creek would be responsible for internal services and what compensation they will receive or if the Authority will be responsible for their own internal services.

Mr. Tsuchiyama commented that the consolidation was developed for cost control. Battle Creek offered to do the back door services but it was not intended to be for the long term, just until the authority was capable of taking them on.

Mr. Williams commented that the Authority is not a County entity. The Authority will lease the dispatch space from the County.

Mr. Herman inquired if the Authority should use the County labor attorney.

Mr. Byam commented that the County is going through a lot of transitions right now. Five of the seven commissioners are new, the new County Administrator will be starting in mid-February, and the secretary to the County Administrator is new plus many other changes. Success would find a lot of history in the minutes of the Emergency Telephone District Board.

Ms. Rasmussen stated they have a good start and thanked everyone for their cooperation.

Mr. Byam stated that the Governing Board has a standing meeting at 3:00 p.m. on Tuesdays and the Technical Committee meets at 2:00 p.m. on Wednesday.

Meeting adjourned at 4:15 p.m.