



# Calhoun County Consolidated Dispatch Authority

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## CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY Governing Board of Directors Meeting Minutes March 13, 2012

The meeting was called to order by Chairman Frank Peterson at 3:04 p.m. in the Law Library of the Calhoun County Administrative Building.

### ROLL CALL

Directors Present: Frank Peterson, Chairman, AMSA  
Sheriff Al Byam, Vice Chairman, Office of the Sheriff Calhoun County  
Brent Williams, City of Marshall  
Steve Frisbie, Calhoun County Board of Commissioners  
Ken Tsuchiyama, City of Battle Creek  
Mike Herman, City of Albion  
Jeff Albaugh, Township Association  
Susan Baldwin, City of Battle Creek  
Sgt. Seth Reed, Michigan State Police (for Lt. Dave Wood)

Others Present: Jeff Troyer  
Richard Lindsey  
Jill Fish  
Steve Wart  
Richard Logan

### AGENDA APPROVAL

A motion was made by Jeff Albaugh to approve the agenda as presented. Mike Herman seconded the motion.

All in favor.

Motion approved.

### MEETING MINUTES

A motion was made by Sheriff Byam to approve the February 14, 2012 CCCDA board minutes as presented. Brett Williams seconded the motion.

All in favor

Motion approved

### PUBLIC COMMENT



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Richard Logan of 10104 Verona Road was introduced to the members of the CCCDA board. Mr. Logan had some written questions about the dispatch operation that he gave to Dispatch Director Jeff Troyer.

## CONSENT AGENDA

1. Excuse Absent Board Members
2. February Check Register
3. 2011 Year-to-Date Budget Performance Report
4. 2012 Year-to-Date Budget Performance Report
5. 2012 Year-to-Date Statistics
6. 2012 FLRSB Application for Reimbursement of Specific Actual Costs.

A motion was made by Sheriff Byam to approve the Consent Agenda as presented. Mike Herman seconded the motion. Mike Herman asked if all agencies had paid their dispatch invoices. Jeff indicated that all agencies were paid up. Brent asked about the negative numbers in the budget and where they were coming from. Jeff noted that it was normal at the beginning of the budget year because expenses exceed revenues. Mostly this is due to the significant annual equipment lease payment had just been paid to the City of Battle Creek.

All in favor.

Motion Approved.

## REPORTS

### Technical Advisory Committee

Jeff noted that the TAC meeting was primarily based on fire related communications issues.

### Executive Director

CCCDA's Application for Reimbursement has been sent to the Firekeepers Local Revenue Sharing Board (FLRSB) along with Interlocal Agreement (Interlocal Agreement was not attached to the application included in the board packet). Jeff included the percentage of new dispatch staff workload associated to the 2011 calls for service at the Fire Keepers Casino. Jeff will provide explanation to the FLRSB at a hearing on Friday March 15, 2012.

Jeff noted that the Training Fund application to the State of Michigan was approved, and that the generator project for both the southwest tower site and the southeast tower site were in progress. Jeff had a discussion with the Village of Homer regarding the current electrical status at the southeast (Homer) tower site. Jeff indicated that a 15-20 KW generator is being sought for the southeast tower site, and that CCCDA has not been billed for electricity at this site. The southwest tower site (Athens) is waiting for HVAC specifications before knowing the exact size of the generator necessary.

Radio Update: Jeff noted that he is continuing to meet with Radio Communications and Brent Williams about VHF system issues, but is not ready to propose upgrades just yet. Jeff is anticipating presenting the details to the CCCDA Board of Directors at the April 2012 meeting.



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Jeff has completed an informational pamphlet regarding the August Surcharge ballot initiative. A number of public presentations are scheduled to occur in March and April. Mike Herman asked that the Call for Service Funding formula be sent to the townships that do not currently pay for dispatch service. A discussion was had about when the CCCDA board asks local units of government who pay for dispatch service about what they plan on doing with the money they will no longer spend for dispatch service if the Surcharge is approved by voters. Frank Peterson stated that it's difficult to predict what the funding forecasts will be in 2013 when the Surcharge would take effect. Frank stated that he would encourage the City of Springfield Council members to hold a public forum about the Surcharge.

## **OLD BUSINESS**

### Public Safety System RFP

The bid proposal deadline was last Friday. Battle Creek has received seven proposals; only six were valid.

### 9-1-1 GIS Grant

The temporary GIS position(s) was posted. One application was received but the individual has already accepted another position. A second posting will go out in an attempt to get additional applicants for the position(s).

### School Video Surveillance System Access Agreement

Richard Lindsey noted that the draft language in this agreement has been tweaked. Richard continues to get language from the ISD attorney. Lindsey suggests waiting and he will provide the CCCDA board with the completed agreement before approving. Brent Williams noted his concern that the school videos are not being recorded in the dispatch center. Brent wants the school videos to be recorded to cover CCCDA employees. Susan Baldwin advised that she also wants the school videos to be recorded as well. Jeff Troyer noted that the school's video can be recorded but that there would be associated costs but he doesn't have an exact dollar amount for this recording option. Steve Frisbie noted that the ISD should hear the CCCDA Board of Directors views on this topic and that he also agrees with recording the school's videos. Richard Lindsey will recommend that the ISD representatives and their counsel attend the next CCCDA meeting.

## **NEW BUSINESS**

None

## **PUBLIC COMMENT**

None



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## **MEMBER COMMENTS**

Steve Frisbie noted that the Bedford Tower receiver building site is falling down. Jeff will be getting further information from Bedford Township regarding this issue.

## **ADJOURNMENT**

The meeting was adjourned by Frank Peterson at 3:50 p.m.