



# Calhoun County Consolidated Dispatch Authority

*Serving Our Community One Call at a Time*

## **CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**

**Governing Board of Directors**

**Meeting Minutes**

**Tuesday, April 14<sup>th</sup>, 2015 3 p.m.**

**Law Library**

**Calhoun County Administrative Building**

The meeting was called to order by Chairperson Matt Saxton at 3:02 p.m. in the Law Library of the Calhoun County Administrative Building.

### **ROLL CALL:**

Directors Present: Matt Saxton, Chairperson  
Jeff Albaugh, Vice-Chairperson  
Ken Snyder, City of Albion  
Susan Baldwin, City of Battle Creek  
Brent Williams, City of Marshall  
Steve Frisbie, County of Board of Commissioners  
Rebecca Fleury, City of Battle Creek

Directors Excused: Jim Coleman, Michigan State Police  
Tim Hill, Area Metropolitan Services Agency

Others Present: Jeff Troyer  
Rich Feole  
Haley Snyder

### **AGENDA APPROVAL**

A motion was made by Susan Baldwin to approve the April 14, 2015 CCCDA Governing Board agenda. The motion was seconded by Jeff Albaugh.

All in favor  
Motion approved

### **MEETING MINUTES**

A motion was made by Brent Williams to accept the March 10, 2015 CCCDA Governing Board minutes. The motion was seconded by Jeff Albaugh.

All in favor  
Motion approved

#### **PUBLIC COMMENT**

No public comment was provided.

#### **CONSENT AGENDA**

The following items were listed on the Board's consent agenda:

1. Excuse Absent Board Members
2. Check Register: March 7<sup>th</sup> – April 8<sup>th</sup>
3. Year-to-Date Budget Performance Report
4. 2015 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence

A motion was made by Brent Williams to approve the April 2015 Consent Agenda. The motion was seconded by Ken Snyder.

All in favor  
Motion approved

#### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Troyer reported on the following items:

1. **Text to 9-1-1** – Director Troyer reported that Text to 9-1-1 testing was conducted with Sprint and AT&T on March 26<sup>th</sup>. The testing was successful and we have gone soft-live with these two providers. While conducting the testing, we did notice that AT&T does have a little lag time in delivering the messages compared to Sprint. Intrado reported that everything is fine and that it has something to do with the phone provider. We will not do any major announcing regarding Text to 9-1-1 until all four major phone providers (AT&T, Sprint, Verizon, and T-Mobile) have been successfully tested.
2. **Southern Michigan PSAP Alliance RFP** - The Southern Michigan PSAP Alliance RFP for Consultant Service was posted and released on March 30<sup>th</sup>. We will have more to report on this at May's Governing Board of Directors meeting.

3. **Village of Tekonsha** – Director Troyer attended last night’s Village of Tekonsha council meeting in regards to our request to utilize their water tower. The Village authorized our request and asked us to move forward with drafting an agreement with them. Director Troyer will draft an agreement and send it to Corporate Counsel Lindsey for review before sending it to the Village.

## **OLD BUSINESS**

## **NEW BUSINESS**

1. **Agreement with Calhoun County regarding Pictometry** – Director Troyer provided an agreement between CCCDA and Calhoun County to fund a project with Pictometry International Corp. Services to the Governing Board for consideration. Under the proposed agreement the County would pay 60% and CCCDA would cover 40% of the project. This collaborative agreement will allow CCCDA and the County to fund this project and offer Pictometry Services to the local municipalities at no additional cost. The total BASE Pictometry project cost is \$151,549 for three years; or \$50,516.33 per year. This will equate to future liabilities for CCCDA equal to \$20,207 per year for 2015, 2016, and 2017.

In addition, CCCDA will need to purchase the SunGard Interface to Pictometry in order for the aerial images to work in the Computer Aided Dispatch system. This is a one-time cost for the interface and implementation totaling \$8,840. The ongoing maintenance and support for this interface, will add an additional \$1,200 to our SunGard annual maintenance contract.

This Agreement and the SunGard Interface will cost CCCDA a total of \$29,047 in 2015 and \$21,407 in 2016 and 2017. The funding source for this project in 2015 will be fund balance and will be incorporated into our operational budget for all future years. If approved, a budget amendment will be forthcoming in May.

A motion to approve the Agreement with Calhoun County regarding funding Pictometry International Corp. Services to include the use of Fund Balance to cover associated costs for FY-2015 totaling \$29,047 was made by Steve Frisbie, seconded by Rebecca Fleury.

All in favor  
Motion approved

2. **VA Police Department – Request for back-up LEIN Service** – The VA Police Department has requested to utilize CCCDA for back-up LEIN access. They currently have their own connection for LEIN, however, over the last few months it has gone down on average two or three times per month.

This request for this service will allow them to contact CCCDA in the event their LEIN connection goes down to process queries. It is unknown exactly how many queries this will be. Since this is a service we currently do not provide, the VAPD understands it will be at a cost. This cost – if approved – would be invoiced to the VAPD as a separate line item when we invoice them for their MCT License maintenance and support.

The overall increased workload should not have an impact on CCCDA's primary operations as long as the number of LEIN queries is similar to the estimated averages. The Director requests authorization to provide this at an initial cost of \$500. If authorized, the Director will work on an Agreement between CCCDA and the VAPD to provide the service.

A motion to authorize CCCDA to provide back-up LEIN services for the VA Police Department and for the Director and Corporation Counsel to enter into an agreement to provide the same was made by Steve Frisbie, seconded by Susan Baldwin.

All in favor  
Motion approved

#### **PUBLIC COMMENTS**

No public comment provided.

#### **ADJOURNMENT**

A motion was made by Jeff Albaugh, seconded by Ken Snyder to adjourn the meeting.

All in favor  
Motion approved

Meeting was adjourned at 3:51 p.m. by Chairperson Matt Saxton.