



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Tuesday, May 8, 2012

Governing Board of Directors

Meeting Minutes

The meeting was called to order by Chairman Frank Peterson at 3:02 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Frank Peterson, Chairperson
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

Directors Excused: Sheriff Al Byam, Office of the Sheriff Calhoun County

Others Present: Jeff Troyer
Richard Lindsey
Matt Saxton
Jill Fish
Attorney David Revore

AGENDA APPROVAL

A motion was made by Ken Tsuchiyama to approve the agenda as presented. Susan Baldwin seconded the motion.

All in favor.

Motion approved.

MEETING MINUTES

A motion was made by Brent Williams to approve the April 13, 2012, CCCDA board minutes as presented. Mike Herman seconded the motion.

All in favor

Motion approved



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PUBLIC COMMENT

None

CONSENT AGENDA

1. Excuse Absent Board Members
2. April 2012 Check Register
3. 2012 Year-to-Date Budget Performance Report
4. 2012 Year-to-Date Statistics

A motion was made by Ken Tsuchiyama to approve the May 2012 Consent Agenda. The motion was seconded by Brent Williams.

All in favor.

Motion Approved.

REPORTS

Technical Advisory Committee

Jeff Troyer discussed the X X-Ray SOP. The TAC committee has approved the CCCDA SOP. Law enforcement agencies in the county who do not currently use the X X-Ray protocol were given thirty (30) days to brief and train their personnel on the proper use of the X X-Ray terminology and CCCDA's X X-Ray SOP.

Jeff noted the SOP for emergency radio traffic involving fire department personnel, known as a May Day call, has been tabled until the VHF subcommittee meets to discuss on-scene communications.

Calhoun County Medical Control Authority has appointed a subcommittee to suggest revisions in medical priority response types. The subcommittee created a fourth response priority (Priority 2) that would be a lower medical response type than a Priority 1. PRSO has approved the changes made to these response types. Calhoun County Medical Control Authority will be calling a special meeting to approve and finalize this change in medical response priorities in June.

Executive Director

Jeff reported the MPSC will hold public hearings regarding minimum training standards for 9-1-1 telecommunicators on May 29 in Lansing. There are no major differences between those the MPSC is considering versus the training standards recommended by State 9-1-1 Committee.

House Bill 5561: Representative LeBlanc has authored this House bill that would require a more in-depth audit of state surcharge funds for all primary and secondary PSAPs in Michigan. This bill is still in committee.

House Bill 5468: This legislation proposes that pre-paid cell phones be charged the average surcharge at the point of sale versus by the service provider. Jeff voiced his concern about the



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difficulty in gathering surcharge payments from retail stores. This bill is currently before the Senate Energy and Technology Committee.

Jeff noted that the five dispatchers who worked during an armed robbery of two Japanese students in November 2011 were being recognized for professional excellence by the Battle Creek Police Department.

Jeff advised that Blake Walters and Ian McCaffrey have been hired to fill the intern positions created as part of the GIS grant project. Jeff noted that these individuals were outstanding applicants.

Jeff advised that he would be out of the country during Memorial Day week, and that Jill Fish would be available for contact.

OLD BUSINESS

Battle Creek Public Safety RFP

Product demonstration dates are May 21 and June 4. May 21, 2012 was identified as a day that CCCDA 9-1-1 personnel could not attend due to the participation of a number of CCCDA employees attending the annual Michigan 9-1-1 NENA conference. Jeff will work directly with the vendor to set-up another date and time for the CAD demo originally scheduled for May 21.

School Video Surveillance Agreement

Richard Lindsey presented the agreement to CCCDA board members. Richard noted that the video recordings would be preserved by the CISD and the audio of any radio traffic or telephone calls resulting from a dispatcher viewing the video, would be preserved by CCCDA. Richard believes that this agreement meets the issues brought up by CCCDA board members.

Attorney for the CISD, David Revore, noted several issues that were outlined in FERPA, as well as the School Lunch Program that address student images. Susan Baldwin expressed concern about the term critical incident in the agreement. Baldwin believes that it is not defined and it's vagueness could be a point of liability in the future. A lengthy discussion occurred. Mr. Revore noted that a number of school superintendents in Michigan were waiting to see how the agreement between CISD and CCCDA would be finalized, before finalizing similar agreements in their districts.

A motion was made by Jeff Albaugh and seconded by Mike Herman to approve the agreement between CCCDA and CISD.

All in favor

Motion approved.

NEW BUSINESS

Voter Education Program

Jeff Albaugh voiced his concerns about the CCCDA Board developing a voter education and outreach program. Mike Herman stated that the 911 YES for Calhoun County ballot committee has spent a lot of time and effort assisting CCCDA with distributing the Surcharge Informational flyer. Several board members voiced their concern about hiring a public relations person. Jeff



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noted that CCCDA is doing everything possible to attend as many organizational and public meetings to inform and answer questions anyone has. Further discussion occurred. Jeff advised that the village of Homer, Marshall Township, Marshall City, Springfield, and the Calhoun County Fire Chiefs' Council have all adopted resolutions supporting the surcharge as a fair and equitable solution.

Ken Tsuchiyama advised that the City of Battle Creek has had some other significant issues to deal with, but that a workshop was going to be held with City Commissioners to address the ballot proposal.

Chairman Peterson requested Troyer to prepare an informational flyer that could be sent out to the registered voters in Calhoun County prior to the election and report back to the Board at the June meeting with quotes to accomplish this task.

PUBLIC COMMENT

None

MEMBER COMMENTS

Jeff noted that the southwest repeater will be converted to its new frequency and narrowbanded tomorrow. This is the final step of the narrowbanding process for CCCDA.

ADJOURNMENT

Motion to adjourn made by Ken Tsuchiyama and seconded by Jeff Albaugh

All in favor

Motion approved. Meeting adjourned at 4:29 p.m.