



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday May 10, 2011

The meeting was called to order by Chairman Frank Peterson at 2:00 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Franklin Peterson, AMSA
Jeff Albaugh, Calhoun County Township Association
Ken Tsuchiyama, City of Battle Creek
Mike Herman, City of Albion
Steve Frisbie, Calhoun County Board of Commissioners
Susan Baldwin, City of Battle Creek
Sgt. Doug Schutter, Michigan State Police
Sheriff Al Byam, Calhoun County Sheriff's Office

Directors Excused: Brent Williams, City of Marshall

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

AGENDA

Motion made by Sheriff Byam and seconded by Jeff Albaugh to approve the agenda as presented. All in favor
Motion approved.

MEETING MINUTES

Motion made by Ken Tsuchiyama, seconded by Al Byam to approve the minutes from the April 2011 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 Members: Brent Williams
2. April Check Register
3. 2011 Budget Performance Report
4. 2011 Year-to-Date Statistics

REPORTS

Technical Advisory Committee:

Chairman Eric Miller was not at the last TAC meeting and deferred comments to Jeff Troyer. Jeff stated that the TAC committee had discussed the fire department VHF system upgrade, VHF narrow banding and the dispatch interviewing process that is currently underway.

Executive Director Report:

Jeff noted that the dispatch interviewing process has narrowed the field of applicants down to seven persons. The auditor has completed their findings after reviewing the books, and their findings are expected to be out in the next several weeks. Jeff indicated that the contract with Motorola from the Fire Grant of 2006 has been closed out and Motorola is refunding \$163,067.00 to the authority. A repayment for the prior Plant-CMS contracted with Motorola is also forthcoming in the amount of \$35,000.00

OLD BUSINESS

MERS:

The defined benefit plans - Troyer advised that the Joint Transfer Agreement is in draft format and MERS legal is reviewing it. Additional asset deposit from the City of Battle Creek has not yet been made. The Defined Contribution plans are done and up to date.

NEW BUSINESS

CAD, MDC, and RMS System Coordination:

Frank reported that he attended the AMSA meeting at the Pennfield Township Fire Department. Area fire chiefs expressed the desire to be included in any plans to purchase a new CAD system to assure that the system would be compatible with the various fire reporting systems currently being used by various fire departments in the county. Steve Frisbie indicated that law enforcement agencies as well as county EMS agencies want to be involved in this process as well.

County VHF Fire System and Narrowbanding Project:

Jeff Troyer outlined the upgrade/changes scheduled for the three VHF frequencies currently being used by the fire departments in the county. There will be no changes made to the Battle Creek City Fire VHF system. Several township fire departments will have their tones realigned to allow successful paging of those agencies. The County VHF frequency will completely be restructured and the Homer and Athens towers are upgraded. The cost of these upgrades and purchases of additional equipment exceeds the original amount approved by the board when the 2011 budget was adopted. The project was originally approved for \$31,382. The revisions to the system will increase the overall project by \$28,206; bringing the new total to \$59,382. Jeff requested the additional dollars be allocated toward this project from the 2011 anticipated surplus. A discussion was had regarding the project and whether or not associated costs and equipment were covered under the fire grant. The board came to a consensus that they would like to make certain that any future grants pursued by first responders in Calhoun County that include radio purchases or changes to radio systems involve the participation of CCCDA and the CCCDA Board of Directors.

A motion was made by Jeff Albaugh, seconded by Ken Tsuchiyama to move forward with the project and allocate the additional funds from the 2011 anticipated surplus. .
Motion approved.

PMDC License Request:

The current fire department grant provided for the purchasing of a number of MDCs for are fire departments. The inclusion of MDC licenses was not included in the grant. The total cost for these licenses are \$12,272.00. A discussion about holding off on this purchase until the next budget year was had. Steve Frisbie asked if representatives of the Fire Chief's Council could be present at the next CCCDA board meeting to discuss their grant so that the CCCDA board members could get a better idea of the entire scope of the grant and the associated equipment purchased and matching costs. Further discussion occurred. Chairman Peterson requested that Troyer contact the fire chiefs, get clarification as to the questions board members have regarding the grant and to report back in June.

A motion was made by Mike Herman and seconded by Ken Tsuchiyama to table this issue until the June 2011 CCCDA board meeting.
Motion approved.

Funding Mechanisms:

Evaluation and Feedback – Jeff Troyer presented the evaluations from the various governmental entities in the county from the “Funding the Future” presentations. Given the responses, Jeff asked the board if they wanted to narrow the field of funding choices. Mike Herman indicated that the evaluation responses lean toward the “All Devices” charge. Jeff Troyer stated that he had understood that as well but there were also several who favored the Call for Service fee. Further discussion occurred.

Governing Board members came to the conclusion to narrow the public forum presentation down to two choices: the Call for Service Fee option and the 100% All Device Surcharge. Troyer advised that he will be scheduling five or six Public Forums in various geographic areas to present the funding options to citizens.

PUBLIC COMMENT

None

Meeting adjourned at 3:54 p.m.