



Calhoun County Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

Meeting Minutes

Tuesday, June 12th, 2018 2:30 p.m.

Law Library

Calhoun County Administrative Building

The meeting was called to order by Vice-Chairman Jeff Albaugh at 2:31 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL:

Directors Present: Matt Saxton, Chairman (via conference call)
Jeff Albaugh, Vice-Chairman
Ken Snyder, City of Albion
Susan Baldwin, City of Battle Creek (Seat #2)
Steve Buller, Area Metropolitan Services Agency

Directors Excused: Brent Williams, City of Marshall; Jim Coleman, Michigan State Police; Steve Frisbie, County Board of Commissioners; Jim Blocker, City of Battle Creek (Seat #1)

Others Present: Rich Feole, CCCDA
Kim Grafton, CCCDA

AGENDA APPROVAL

A motion was made by Susan Baldwin to approve the June 12th, 2018 CCCDA Governing Board agenda. The motion was seconded by Ken Snyder.

All in favor
Motion approved

MEETING MINUTES

A motion was made by Susan Baldwin to accept the April 17th, 2018 CCCDA Governing Board minutes. The motion was seconded by Ken Snyder.

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: April 1st – May 31st
3. Year-to-Date Budget Performance Reports
4. Quality Assurance Reports
5. 2018 Year-to-Date Statistics
6. General Correspondence

A motion was made by Susan Baldwin to approve the June 2018 Consent Agenda. The motion was seconded by Ken Snyder.

All in favor
Motion approved

EXECUTIVE DIRECTOR'S REPORT

Executive Director Feole reported on the following items:

1. **New Employees** – Director Feole stated that two new full-time employees, Jen Cuatt and Meghan Wilkinson, were hired. Current part-time employee, Chelsea Benson, was offered and accepted a full-time position. One new part-timer, DeEtte English was also hired.
2. **Resignation** – Director Feole reported that he accepted a resignation from Executive Administrative Assistant, Haley Snyder effective June 1st, 2018. Ms. Snyder accepted a position in Albion City as the Treasurer/Deputy Clerk. CCCDA is currently in the process of hiring a new Executive Assistant and is combining the process with Kalamazoo who is also hiring and had received several applications from Calhoun County residents. Testing was done last week and interviews will be held next week.

- Peer Support** – Director Feole reported that CCCDA had begun a partnership with Jim Marshall, of the 9-1-1 Training Institute. The purpose of this partnership was to implement a peer support program which Jim had developed. The pilot program was completed in Wisconsin and CCCDA will be the first in Michigan to commit to the program. CCCDA took letters of interest from the staff and had eight apply. Although all eight qualified, only four of the individuals were selected to start the program with the expansion of two more expected in a year or so. Recommendation for our size department is six. Dispatcher Kelsey Gentry was selected as the group leader and CCCDA partnered with HelpNet clinician, Dr. Elishae Johnson, who agreed to become part of the team as well. A copy of the newsletter has been placed in the packet which includes great explanation of the program along with the purpose. Director Feole stated that both he and Deputy Director Grafton are concerned about supporting mental wellness as well as physical wellness. Eaton County is currently starting the program and there is an opportunity for a regional partnership as Clinton, Barry and Ionia are also considering participation.

OLD BUSINESS

MERS update-Feole reports that evaluation fact sheets regarding MERS were included in the packet which contained five active employees and one retired. Feole noted that the E2 rider is only for active employees with the E1 program for qualified retired employees. Both programs contain the same benefits overall, just one is labeled for active and the other labeled for inactive. Feole is waiting for confirmation regarding all employees being quoted together on the E2 and any changes after receipt of the E1 evaluation for the one retired employee. Feole presented board minutes for 2011 and 2012 which covered MERS conversations and confirmed board approval for the E2 rider. Feole stated he had also spoken with former Executive Director Troyer who confirmed the E2 rider should have been included and he was not notified by MERS that it had been altered by the Battle Creek Joint Transfer Agreement. MERS stated the board resolution was overridden by Battle Creek Joint Transfer Agreement.

Jeff Albaugh states the issues are two separate items with the transfer agreement governing the assets by Battle Creek that were transferred, and the board resolution governing what CCCDA would be providing their employees moving forward. Feole noted that several documents indicate that CCCDA believed the E2 rider had been enacted and was also used as a tool during negotiations with the supervisors. Feole states he has confirmed that CCCDA supervisors currently do not have the E2 rider and the evaluation contains the cost required to catch up for the last eight years.

Also noted by Feole was the change to annual MERS cost which he stated will still be under budget moving forward even with the new change. Feole states this will not affect the future

budget; however, the impact remains with the initial catch up amount. Further, payments are allowed for up to a year, but the benefit will not kick in until it is entirely paid for.

Ken Snyder questioned how this error was discovered. Feole responded that it was discovered during an annual employee visit with the MERS representative. Feole stated that funds are available from monies set aside for the previously expected network cost in the case that legislation failed to pass SB400 and/or for the upgraded radios for this year. With legislation passing the bill, those funds are now available. Radio system is still possible as well with board approval.

Matt Saxton questioned the benefit for the one retired individual with Feole confirming he is waiting on that evaluation from MERS and will not be contacting that employee until he has all final documentation and a board decision. Saxton questioned the difference between the E1 and the E2 with Feole stating they have exactly the same benefit but one is designed for active and the other for inactive employees.

Susan Baldwin questioned if CCCDA has confirmed it had not been paying into the E2 rider and requests confirmation from a third party not affiliated with MERS. Baldwin states the board needs to make it right for the employees. Jeff Albaugh agreed with Baldwin that confirmation of payment needs to come from a third party and commitment to the E2 is an open/shut issue that needs to be rectified for the employees. Feole will contact Kim in HR as well as finance for our last year audit and confirmation of payment into MERS.

Steve Buller questioned if the board should consider a buy-out option for the supervisors, offering a settlement to keep the current plan without the E2 rider moving forward. Feole stated that could be an option; however it would be difficult to determine what a fair amount would be. A small discussion was had with consensus not entertaining that option. Feole confirmed this was a temporary situation which only affected a few employees and any employees hired after the consolidation were on the defined contribution plan.

Jeff Albaugh states the consensus direction of the E2 being completed as a matter of equity, while first verifying CCCDA has not previously paid into the rider as well as obtaining the total cost including one retiree.

Item of discussion will be left on the table and under old business.

RFQ responses for MCC7500 and MCC5500-Feole reports that the RFQ for both MCC5500 upgrade that was previously requested as well as the MCC7500 were included in the board packet. MCC5500 RFQ only included the computers and software to comply with newest program. A quote was obtained the previous year for consoles; combining the amounts would provide the approximate total cost to completely upgrade the MCC5500 (provided). With an

update to the MCC5500, CCCDA would be unable to utilize the radio for 12 hours along with limited radio use for the 48 hours following.

Feole continued to report that the MCC7500 RFQ was only provided by Motorola as they are the only vendor approved by the State of Michigan for the direct link. Documents/pricing attached along with information regarding a possible 3, 4, or 5 year financing plan. Hardware, software, computers, and three years of maintenance were all included in the price. There would be no radio interruption during upgrade process to the MCC7500 as it would be placed alongside of the current consoles. Feole stated the TAC recommendation was to invest in the MCC7500 for several reasons including; redundancy, direct connect to state, duplex audio, allowing for a backup with surrounding counties, along with several other features.

Susan Baldwin questioned how many county neighbors currently have the MCC7500. Feole stated everybody with the exception of Hillsdale and Branch, with Jackson currently installing. Eaton and Barry County are operational and parts of Kalamazoo currently with 100% MCC7500 at the time of consolidation.

Susan Baldwin questioned how soon another program would be available/created by Motorola. Feole stated that he checked into that concern and only software/version updates on the current MCC7500 are projected in the near future by Motorola. Another console currently in production is the MCC7500E which is a light version and used primarily for mobile.

Susan Baldwin inquired as to how long have we have had the current MCC5500. Feole advised they were brought over from Battle Creek at the time of consolidation.

Jeff Albaugh states the radio is the lifeline for all responders and with their safety on the line; we can't overlook the safety enhancements of the MCC7500. In addition, he doesn't see why we wouldn't take the recommendation of TAC.

Susan Baldwin questioned if the radio project was budgeted. Feole states it was originally budgeted before the MERS issue came up. The appropriate funding was set aside for either preparation of legislation failure and impeding fees or a new radio system. Feole doesn't foresee any big projects in the near future outside of normal issues which will arise. Agencies in the county would also qualify for discounts on portables and mobiles with this purchase. Contract specifics discussed included maintenance and interest rates.

A motion was made by Susan Baldwin to approve the MCC7500 radio project with the finances required for MERS being paid first, and the remaining placed as a down payment on the MCC7500 with 3 year financing on the remainder due. The motion was seconded by Matt Saxton.

All in favor
Motion carried

NEW BUSINESS

No new business was presented.

PUBLIC COMMENTS

No public comment provided.

Board Comment

Steve Buller stated AMSA has new members and requested detailed information in regards to calls for service formula that he could provide to the membership. Invitation to the next AMSA meeting on September 4th included.

ADJOURNMENT

Meeting was adjourned at 3:26pm by Vice Chairperson Jeff Albaugh.