



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday June 14, 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: Chairman Frank Peterson, AMSA
Brent Williams, City of Marshall
Steve Frisbie, Calhoun County Board of Commissioners
Susan Baldwin, City of Battle Creek
Sgt. Doug Schutter, Michigan State Police

Directors Excused: Ken Tsuchiyama, City of Battle Creek
Mike Herman, City of Albion
Sheriff Al Byam, Calhoun County Sheriff's Department
Jeff Albaugh, Township Association

Others Present: Jeff Troyer
Richard Lindsey
Jill Fish
Rhonda Siegel

AGENDA APPROVAL

Motion made by Brett Williams and seconded by Steve Frisbie to approve the agenda as presented.

All in favor; motion approved.

MEETING MINUTES APPROVAL

Motion made by Steve Frisbie and seconded by Susan Baldwin to approve the minutes from the May 10th, 2011 meeting as presented.

All in favor; motion approved.

PUBLIC COMMENTS

None offered.

CONSENT ITEMS

Motion made by Steve Frisbie, seconded by Susan Baldwin to approve the consent agenda as presented:

1. Excuse Absent Board Members
2. May Check Register
3. 2011 Budget Performance Report
4. 2011 Year-to-Date Statistics
5. PA 379 of 2008 – Surcharge Notice and Annual PSAP Report

All in favor; motion approved.

REPORTS

Technical Advisory Committee: No Report.

Executive Director Report: Jeff Troyer reported that all news publications in Calhoun County posted notice regarding the Public Forums scheduled to present the ‘Funding the Future’ presentation. Many of the notices will run for multiple days. The presentation dates and locations are: June 14, 2011-Pennfield Middle School cafeteria 5 p.m.-7 p.m., June 15, 2011-Springfield Farmers Market 7 p.m. - 9 p.m., June 16, 2011 Starr Commonwealth Mawby Auditorium 7 p.m. – 9 p.m., June 20, 2011-Newton Township Hall 7 p.m.-9 p.m., June 21, 2011-Marshall Public Service Building 7 p.m.-9 p.m., June 22, 2011, Tekonsha Township Hall 7 p.m.-9 p.m.

A discussion was had about how the Authority would bill governmental agencies for dispatch services and the impact on the local unit.

Jeff presented the statistical data from the severe storm that occurred on May 29th.

OLD BUSINESS

MERS Update – Jeff Troyer distributed the copies of the MERS Joint Transfers Agreement for each municipality. If CCCDA board approves, there will be some minor changes to these documents that will be reported to MERS.

A motion was made by Brent Williams to approve the Joint Transfer Agreements to include corrections to CCCDA’s name and the year on the date line. It was seconded by Susan Baldwin. All in favor; motion approved.

PMDC Licenses – This issue had been tabled at last month’s Governing Board Meeting. Jeff Troyer stated that he met with FD representatives and the vendor who was awarded the RFP. It

appears that the MDCs will be installed by the end of 2011. Jeff would like to wait to purchase the PMDC software licenses until all MDCs have been installed since the first year's maintenance will begin at the time of purchase.

A motion was made by Steve Frisbie and seconded by Brent Williams to authorize Troyer to purchase the additional 13 PMDC licenses for the fire service once the MDCs have been installed.

All in favor; motion approved.

NEW BUSINESS

Out of State Travel Authorization – Troyer advised that he has been asked to represent the Michigan Chapter of APCO (Association of Public-Safety Communications Officials) at the National APCO Conference in Philadelphia. This includes representing Michigan at the Executive Council Meetings prior to the actual conference. It will require him to be out of state from August 4th through the 10th. All expenses will be paid/reimbursed by the Michigan Chapter of APCO.

Steve Frisbie made a motion to approve the out of State travel request with the understanding that all expenses will be reimbursed by Michigan Chapter of APCO. Brent Williams supported the motion.

All in favor; motion approved.

PUBLIC COMMENT

None offered

Meeting adjourned at 3:40 p.m.