



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday, July 13th, 2010

The Meeting was called to order by Chairman Peterson at 3:00 p.m., in the Law Library of the Calhoun County Building.

ROLL CALL

Directors Present: Franklin Peterson, AMSA
Brent Williams, City of Marshall
Ken Tsuchiyama, City of Battle Creek
Susan Baldwin, City of Battle Creek (arrived at 3:06 p.m.)
Dave Stamler (for Eric Wimbley), Michigan State Police
Mike Herman, City of Albion
Jeff Albaugh, Calhoun County Township Association

Directors Excused: Al Byam, Calhoun County Sheriff
Mike Rae, Calhoun County Board of Commissioners

Others Present: Jeff Troyer, CCCDA Executive Director
Eric Miller
Mark Burke
Kelli Scott
Richard Lindsey

AGENDA APPROVAL

Chairman Frank Peterson added Emmett Township as item number three under new business.

Motion by Albaugh, supported by Tsuchiyama to approve the agenda to include the addition of number three Emmett Township under new business.

Discussion: None.

All in favor; motion carried.

MEETING MINUTES

Motion by Tsuchiyama, supported by Herman to approve the June 8th meeting minutes as presented.

Discussion: None.

All in favor; motion carried.

CONSENT ITEMS

Motion by Albaugh supported by Tsuchiyama to approve the following consent items:

1. Excuse Absent Board Members: Al Byam and Mike Rae
2. June Check Register
3. Rehmann Robson 2009 Audit Report & Financial Statements
4. FMCS – Request for Arbitration filed/dated June 15th
5. POAM letter reference MERS dated June 16th
6. Letter to Emmett Township dated June 18th
7. Letter to FireKeepers Local Revenue Sharing Board dated June 21st
8. Letter to POAM/Scott Atkinson reference MERS dated June 29th
9. FMCS correspondence dated July 2nd
10. McCartney & Company – E911 Technical Surcharge Pool Report

Discussion: Herman asked Troyer why there were so many separate bills from AT&T. Troyer advised that the bills are separate because of the original orders. Since many of the circuits were ordered at different times, they have different billings. Herman also asked Troyer whether or not an MD&A would be done along with next year's audit. Troyer advised that most likely yes; one would be done since the center is now operational.
All in favor; motion carried.

REPORTS

Technical Committee

TAC Chairman Eric Miller was present and advised the board that the committee met in June and discussed emergency sirens. The committee is looking into the possibilities of grant funding to network all of the emergency warning sirens in the county together as well as provide activation from CCCDA. Miller advised that the committee will continue their efforts but they are a long ways from a solution right now. The next TAC meeting is scheduled for next week.

Executive Director

Executive Director Troyer briefed the board on the following items:

1. Statistics for the month of June – Overall workload again increased from June to July. Troyer reiterated that while the statistics are significantly higher than original projections, this is the *busiest* time of year and the original projections were based on an overall year's average.
2. 2010 third quarter dispatch service invoices were sent out on June 30th.
3. Senate Bill 1072 amending PA 312 passed last month. The House Labor Committee Chairman advised Dispatch Directors who provided testimony that it is neither their interpretation nor intent to include Dispatch Center Authorities with this amendment.
4. A resolution was reached with POAM prior to the ULP hearing. CCCDA has extended recognition to POAM for a new collective bargaining agreement for CCCDA emergency telecommunications and wishes to begin the bargaining process. POAM has agreed to adjourn the ULP to see if we can come to an agreement in negotiations. Troyer advised that

the resolution has been signed by CCCDA but he has not yet received a signed copy from POAM.

5. Second round interviews were conducted two weeks ago with the finalists for the emergency telecommunicator positions. Interviews were conducted by a panel consisting of: Jill Fish (Deputy Director), Debbie Owen (Dispatch Supervisor), Janette Coday (Dispatcher), Erin Allwardt (Dispatcher), Rhonda Siegel (Dispatcher), and Matt Saxton (CCSD & TAC representative). Troyer thanked those who participated in the interviews. No job offers have been made yet but most likely we will attempt to hire three of the candidates.
6. Troyer advised that EMD protocols are going well and the majority of the dispatchers are becoming more comfortable with the process. Troyer related to a few "lifesaving" incidents that dispatchers were involved in. One incident was a little extraordinary since the patient was a dog.

OLD BUSINESS

MERS

Tsuchiyama advised that Russ Claggett (City of Battle Creek HR) has been in contact with MERS. MERS is going to send the city wording that they want to see in the agreement to guarantee the retirement liabilities for CCCDA dispatch staff that were originally employees by the City of Battle Creek.

Tsuchiyama will report back to the board at the August meeting.

NEW BUSINESS

MML Board of Trustees Election

Troyer advised that he received a ballot for the election of MML Workers' Compensation Fund Trustees. There are seven incumbent Trustees seeking re-election.

Motion by Albaugh, supported by Williams to authorize Troyer to cast CCCDA's ballot for the seven candidates seeking re-election to serve as the Trustees of the MML Workers' Compensation Fund.

Discussion: None.

All in favor; motion carried.

CTO Pay

Troyer advised the members that additional responsibilities and tasks are assigned to Emergency Telecommunicators training prospective emergency telecommunicators. Currently there is no compensation for the trainers. Troyer is requesting an additional \$1.00/hour be added to a trainers wage when he/she is directly assigned and working with the trainee. Further discussion occurred.

Motion by Tsuchiyama, supported by Baldwin to approve CTO Pay equal to an additional \$1.00/hour for Emergency Telecommunicators directly working with and assigned a trainee.

Discussion: None.

All in favor; motion carried.

Emmett Township

Troyer and Lindsey presented an explanation letter and three invoices that they recommend CCCDA sends to Emmett Township. The first invoice (10-006) is a revised invoice to reflect the pro-rated amount when Emmett was part of the AMSA Agreement. The second (10-023) and third (10-024) are invoices for services CCCDA provided/providing to Emmett Township for the months June and July. Until an agreement is reached or CCCDA receives a request to provide Emmett a reduction in service, it is recommended that we continue to invoice them monthly at 1/12th the annual rate that is listed on the performa attached to the interlocal agreement.

It is also recommended that the board authorize Troyer to begin a list of service reductions to be presented at the August CCCDA meeting for consideration.

Motion by Albaugh, supported by Tsuchiyama directing Troyer to send the explanation letter and invoices to Emmett Township via certified mail, and to prepare a list of service reductions for the board's consideration at the August meeting.

Discussion: None.

All in favor; motion carried.

PUBLIC COMMENTS

Williams asked Troyer if he has heard anything about the bill that was presented forcing consolidation of PSAPs serving a population of less than 400,000. Troyer advised the only one that he is aware of was introduced in March and it forces consolidation of PSAPs serving less than 100,000. Williams expressed the necessity of CCCDA to make our Representatives and Senators aware of our position on such legislative actions.

Troyer advised he would check on the status of the "forced consolidation" bill and relay to members via email.

ADJOURNMENT

Chairman Peterson adjourned the meeting at 3:41 p.m.

The next regular scheduled CCCDA Governing Board of Directors Meeting is scheduled for Tuesday, August 10th.