



# Calhoun County Consolidated Dispatch Authority

*Serving Our Community One Call at a Time*

## **CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**

**Governing Board of Directors**

**Meeting Minutes**

**Tuesday, August 13th, 2013 3 p.m.**

**Law Library**

**Calhoun County Administrative Building**

The meeting was called to order by Chairman Frank Peterson at 3:03p.m. in the Law Library of the Calhoun County Administrative Building.

### **ROLL CALL:**

Directors Present: Frank Peterson, Chairperson, City of Springfield  
Brent Williams, City of Marshall  
Ken Tsuchiyama, City of Battle Creek  
Steve Frisbie, Calhoun County Commissioner  
Susan Baldwin, City of Battle Creek  
Sheriff Matt Saxton, Vice Chairman, Calhoun County Office of the Sheriff  
Lt Jim Coleman, Michigan State Police  
Mike Herman, City of Albion  
Jeff Albaugh, Township Association

Others Present: Jeff Troyer  
Richard Lindsey

### **AGENDA APPROVAL**

A motion was made by Mike Herman to approve the August 13th, 2013 CCCDA Governing Board agenda. The motion was seconded by Matt Saxton.

All in favor

Motion approved

### **MEETING MINUTES**

A motion was made by Jeff Albaugh to accept the July 9th, 2013 CCCDA Governing Board minutes. The motion was seconded by Mike Herman.

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: July 3<sup>rd</sup> – August 8th
3. 2013 Year-to-Date Budget Performance Report
4. 2013 Year to Date Statistics
5. Quality Assurance Reports
6. TAC meeting minutes – July 17<sup>th</sup>, 2013
7. MERS Annual Actuarial Valuation Report
8. City of Marshall TAC Representative Appointment

A motion was made by Matt Saxton to approve the August 2013 Consent Agenda. The motion was seconded by Ken Tsuchiyama.

All in favor

Motion approved

## **EXECUTIVE DIRECTOR'S REPORT**

Jeff provided the board with an update on the CAD and MCT Project. Unit/Radio Call Signs were briefly discussed and Troyer stated whatever numbering system is chosen, he doubts it will be a unanimous decision. Jeff discussed the VHF radio project and pointed out the licensing process is still at a stand-still until he receives the FCC password from the City of Battle Creek. Troyer also provided the board an update on phase III of the quality assurance program, a microwave receiver failure at the 18 ½ Mile Road tower, and invited board members to attend the upcoming Next Generation 9-1-1 Seminar in Lansing for elected and appointed municipal officials (September 9<sup>th</sup>).

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### 2013 Budget Amendment (Rebates)

Jeff presented a budget amendment so that rebates would have a line item in the budget. This amendment added a new line item called Refunds and Rebates. \$300,000 will need to be moved from the fund balance to the Refunds and Rebates line item in order for the rebate checks to be cut.

A motion was made by Jeff Albaugh to approve the budget amendment as presented. The motion was seconded by Brent Williams.

All in favor

Motion approved

### Closed Session – Negotiations

A motion was made by Peterson to enter into closed session to discuss negotiation strategies under the Open Meetings Act, 15.268 Section 8(c). The motion was seconded by Steve Frisbie.

All in favor

Motion approved

The Board returned to General Session at 3:37 p.m.

## **PUBLIC COMMENTS**

Mike Herman announced that the September Board meeting may be his last unless the Albion City Council does not appoint a replacement. Frank Peterson announced that his replacement will be named in early September but he will still be at the September Board Meeting.

Steve Frisbie commented that he rode along with the Sheriff's Department on July 19<sup>th</sup>. There was a pretty significant storm that evening with a lot of trees and wires down. He complimented the 911 staff on the great job they did handling the high call volume. Steve Frisbie also discussed the letter he had received about the AED issue at Lighthouse Village.

## **Adjournment**

Meeting adjourned at 3:49 pm by Chairman Frank Peterson.