



Calhoun County Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

Meeting Minutes

Tuesday, October 10th, 2017 3 p.m.

Law Library

Calhoun County Administrative Building

The meeting was called to order by Vice-Chairperson Jeff Albaugh at 3:03 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL:

Directors Present: Jeff Albaugh, Vice-Chairperson
Susan Baldwin, City of Battle Creek (Seat #2)
Brent Williams, City of Marshall
Steve Frisbie, County Board of Commissioners
Tim Hill, Area Metropolitan Services Agency

Directors Excused: Matt Saxton, Chairperson
Ken Snyder, City of Albion
Jim Coleman, Michigan State Police
Jim Blocker, City of Battle Creek (Seat #1)

Others Present: Rich Feole, CCCDA
Kim Grafton, CCCDA
Haley Snyder, CCCDA

AGENDA APPROVAL

A motion was made by Tim Hill to approve the October 10, 2017 CCCDA Governing Board agenda. The motion was seconded by Brent Williams.

All in favor
Motion approved

MEETING MINUTES

A motion was made by Steve Frisbie to accept the September 12, 2017 CCCDA Governing Board minutes. The motion was seconded by Brent Williams.

All in favor
Motion approved

PUBLIC COMMENT

CONSENT AGENDA

The following items were listed on the Board's consent agenda:

1. Excuse Absent Board Members
2. Check Register: September 1st – 30th
3. Year-to-Date Budget Performance Reports
4. 2017 Year-to-Date Statistics
5. Quality Assurance Reports
6. TAC Meeting Minutes
7. General Correspondence

A motion was made by Brent Williams to approve the October 2017 Consent Agenda. The motion was seconded by Tim Hill.

All in favor

Motion approved

EXECUTIVE DIRECTOR'S REPORT

Executive Director Feole reported on the following items:

1. **Smart 9-1-1** – Feole announced that NewsChannel 3 was on-site last week to do a story on Smart 9-1-1 and will be back sometime next week to do a follow-up on the texting portion of the program.
2. **Staff Update** – Feole stated that on paper the center is fully staffed. Currently, there are three full time dispatchers in training, and two part time offers of employment have recently been made. The center will be accepting applications for part time dispatchers through October 20th.

Feole announced that several CCCDA employees were submitted for APCO awards; however, they were not selected. During Emergency Telecommunicator Week in April, center staff will be honored at the first annual Employee Awards Ceremony.

Executive Director Feole and Deputy Director Grafton recently attended MCDA's 9-1-1 Director School. Feole participated in a panel discussion and stated that the training was very beneficial.

OLD BUSINESS

1. **Director Performance Review** – Executive Director Feole stated that he enjoyed the process used for completing the performance evaluation and appreciates all of the feedback provided.

NEW BUSINESS

1. **Wage Study** – Executive Director Feole presented the Governing Board with a wage survey conducted by Michigan’s 9-1-1 Directors Association for review. A general conversation was held. No action was taken at this time.
2. **Radio Console Project** – Feole stated that after budgeting funds to update hardware for the current radio system used in dispatch, Motorola announced that they will no longer be developing the MCC5500 console; however, it will still be supported. CCCDA’s Technical Advisory Committee (TAC) has made a recommendation that if funding is available, to upgrade to the MCC7500 console. A general conversation was held regarding the possible upgrade.

The Governing Board appreciates TAC’s position on this potential project and recommends TAC to do more research on additional radio vendors. No action was taken at this time.

PUBLIC COMMENTS

No public comment provided.

ADJOURNMENT

A motion was made by Susan Baldwin, seconded by Steve Frisbie to adjourn the meeting.

All in favor

Motion approved

Meeting was adjourned at 3:56pm by Vice-Chairperson Jeff Albaugh.