



# 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, October 11<sup>th</sup>, 2016 3:00 p.m.**

**Law Library**

**Calhoun County Administrative Building**

The meeting was called to order by Chairperson Matt Saxton at 3:00 p.m. in the Law Library of the Calhoun County Administrative Building.

#### **ROLL CALL:**

Directors Present: Matt Saxton, Chairperson  
Jeff Albaugh, Vice-Chairperson  
Ken Snyder, City of Albion  
Susan Baldwin, City of Battle Creek (Seat #2)  
Brent Williams, City of Marshall  
Steve Frisbie, County Board of Commissioners

Directors Excused: Jim Coleman, Michigan State Police  
Tim Hill, Area Metropolitan Services Agency  
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 Ken Snyder to approve the October 11, 2016 CCCDA Governing Board agenda. The motion was seconded by Susan Baldwin.

All in favor  
Motion approved

#### **MEETING MINUTES**

A motion was made by Brent Williams to accept the September 14<sup>th</sup>, 2016 CCCDA Governing Board minutes. The motion was seconded by Susan Baldwin.

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: September 7<sup>th</sup> – October 4<sup>th</sup>
3. Year-to-Date Budget Performance Reports
4. 2016 Year-to-Date Statistics
5. Quality Assurance Reports
6. TAC Meeting Minutes
7. General Correspondence

A motion was made by Jeff Albaugh to approve the October 2016 Consent Agenda. The motion was seconded by Susan Baldwin.

All in favor

Motion approved

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Feole reported on the following items:

1. **EOM October – Leah Edgell** – Executive Director Feole reported that Leah Edgell has been named CCCDA's Employee of the Month October 2016. Leah began her career with CCCDA in 2013. She is a Communication Training Officer and a member of the Public Education and Relations Committee (PERC).
2. **Dispatch Supervisor Hiring Process** – Executive Director Feole stated that the position for Dispatch Supervisor has been posted and will be open thru October 25<sup>th</sup>. Feole stated that one internal application has been received thus far.
3. **APCO Organizational Meeting and Banquet** – Executive Director Feole, Supervisor Marty Uldriks, Erin Allwardt, and Rhonda Siegel, and Dispatcher Bill Troskey, Erica Nageldinger, and Helen Ure attended the APCO Organizational Meeting and Banquet in Frankenmuth on October 20<sup>th</sup>. Helen Ure was honored and presented with Michigan APCO's Trainer of the Year award.
4. **CPE Phone Project** – Director Feole reported that the fiber for the new phone system has been installed and the project is still on track for end of year launch.

## **OLD BUSINESS**

## **NEW BUSINESS**

- 1. Help Home Project** – Steve Frisbie provided the board with an update on the Help Home Project and stated that officers are not aware of the program. He stated that the next phase of the program is to introduce wristbands with AVL's. A general conversation was held and no action was taken at this time.
- 2. MERS Benefit Plan Adoption Agreement** – A general discussion was held regarding the possibility of adding the Deputy Director position to CCCDA's Defined Benefit Plan Division Benefit 10 that is currently for Dispatch Supervisors. This change would only be for those currently enrolled in CCCDA's Defined Benefit plan.

A motion to add the position of Deputy Director to CCCDA's Defined Benefit Plan Division 10 was made by Jeff Albaugh, seconded by Brent Williams.

All in favor  
Motion approved

## **PUBLIC COMMENTS**

## **ADJOURNMENT**

A motion was made by Jeff Albaugh, seconded by Brent Williams to adjourn the meeting.

All in favor  
Motion approved

Meeting was adjourned at 3:24pm by Chairperson Matt Saxton.