



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday, October 12th, 2010

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

ROLL CALL

Directors Present: Franklin Peterson, AMSA
Susan Baldwin, City of Battle Creek
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek
Jeff Albaugh, Calhoun County Township Association
Brent Williams, City of Marshall

Directors Excused: Eric Wimbley, Michigan State Police
Al Byam, Calhoun County Sheriff
Mike Rae, Calhoun County Board of Commissioners

Others Present: Jeff Troyer
Jill Fish
Eric Miller
Richard Lindsey

AGENDA APPROVAL

Motion by Tsuchiyama, supported by Albaugh to approve the agenda as presented.
Discussion: None.
All in favor; motion carried.

MEETING MINUTES

Motion by Tsuchiyama, supported by Albaugh to approve the September 14th meeting minutes as presented.
Discussion: None.
All in favor; motion carried.

PUBLIC COMMENTS

Public comments were offered; none received.

CONSENT ITEMS

Motion by Herman, supported by Williams to approve the following consent items:

1. Excuse Absent Board Members: Eric Wimbley, Mike Rae, & Al Byam
2. September Check Register
3. Year-to-Date Budget Variance Analysis
4. Notice of Hearing – FMCS 10-57512-8
5. Proof of Service – Summons & Complaint: Case No. 10-2613-CZ
6. CCCDA's Answer to First Amended Complaint & Affirmative Defenses

Discussion: None.

All in favor; motion carried.

REPORTS

Technical Committee

TAC Chairman Eric Miller advised board members that the Committee met on September 15th. At the meeting the Committee approved 800 MHz template recommendations and discussed Records Management and CAD interoperability. Mark Burke expressed a concern from EMS and requested that Troyer and Fish look into a time lapse between EMS calls for service coming into dispatch and EMS/MFR's being dispatched. Troyer and Fish will be reporting their findings at the next meeting – October 20th.

Executive Director

Executive Director Troyer briefed the board on the following items:

1. Training Update :
 - Two Emergency Telecommunicators attended 9-1-1 Liability in Lansing on Sept. 13th
 - Two Supervisors attended Leadership II Training in Charlotte Sept. 15th & 16th
 - Three Emergency Telecommunicators attended Professional Dispatcher training in Lansing on Sept. 22nd & 23rd.
 - Three Emergency Telecommunicators and Troyer attended the Michigan Fall APCO Conference in Tustin on Sept 29th, 30th, & Oct 1st.
 - UPCOMING – Three Emergency Telecommunicators attending three different courses over the next month.
2. Negotiations with POAM began yesterday and went well.
3. Narrowbanding Plan – A two week timeframe for narrowbanding has been scheduled with Radio Communications for 2011: September 12th – 23rd. At this point hardware/infrastructure that CCCDA must replace be narrowband compliant totals less than \$15,000.
4. 2011 budget process is under way. Troyer will have a draft proposal for consideration at the November meeting. Any corrections/adjustments necessary can be completed prior to the public hearing which will be held at the December meeting. At the conclusion of the hearing, the board will consider final approval.
5. Funding Presentation UPDATE:

- Township's Association Meeting – presentation was rescheduled for their December 8th meeting.
- Albion & Marshall Joint City Council Meeting – completed yesterday and the presentation went very well. Citizens and Council Members present asked a lot of good questions.
- Battle Creek City Commission Workshop – scheduled for next week, October 19th at 5:30 p.m.
- AMSA Meeting – scheduled for next week as well, October 21st at noon (Springfield Farmers Market).
- Athens Township – scheduled to present at their November 2nd meeting at the request of Fire Chief Tom Hardy.

OLD BUSINESS

MERS

Troyer and Lindsey presented the board with a REVISED Interlocal Agreement. Lindsey advised that after the Board approved the Interlocal Agreement at the September meeting, the City of Battle Creek requested an addition/revision to section four of the agreement and Lindsey concurs with the addition/revision.

Motion by Albaugh, supported by Williams to approve and adopt the MERS Benefit Funding Obligations Agreement as presented (revised).

Discussion: None.

All in favor; motion carried.

Troyer presented the board with the details and options for the MERS Defined Contribution divisions:

- DC Telecom – Employer: 7%, Employee: 0%, 3yr – 100% Vesting, Loans & Rollovers allowed
- DC Supervisors – Employer: 9%, Employee: 0%, 3yr – 100% Vesting, Loans & Rollovers allowed
- DC Admin – Employer: 14%, Employee: 0%, 1yr – 100% Vesting, Loans & Rollovers allowed

Peterson advised that he worked with Troyer in determining employer contribution rates and options for the three different divisions. Peterson also advised that while Troyer's contract stipulates a different contribution percentage, he feels that this is the minimum contribution the board has to make towards Troyer's retirement and that this falls much closer to what will be set-up for the admin defined benefit plan.

Motion by Williams, supported by Herman to authorize Troyer to set-up the MERS Defined Contribution divisions as presented and to authorize an addendum to the retirement section of Troyer's contract if necessary.

Discussion: None

All in favor; motion carried.

NEW BUSINESS

Emmett Township – Past Due September Dispatch Service Invoice

Troyer requested that the Board provide him directive as to the actions that they want him to take if Emmett Township fails to submit payment for dispatch services by November 1st and no other agreement is reached thru negotiations with Emmett by the same date.

Motion by Tsuchiyama, supported by Baldwin to direct Troyer to implement the same service reductions authorized previously if Emmett fails to submit payment by November 1st and no other arrangement/agreement between Emmett and CCCDA is reached by November 1st.

Discussion: None.

All in favor; motion carried.

Pending Litigation – CLOSED SESSION

Motion by Tsuchiyama, supported by Herman to enter into closed session for the purpose of pending litigation.

Discussion: Closed session to include CCCDA Deputy Director Fish, TAC Chairman Miller, and CCCDA Legal Counsel Lindsey.

All in favor; motion carried.

Governing Board of Directors entered closed session at 3:40 p.m.

Motion by Albaugh, supported by Tsuchiyama to exit the closed session regarding pending litigation:

Discussion: None.

All in favor; motion carried.

Governing Board of Directors reconvened open session at 4:02 p.m.

Motion by Williams, supported by Tsuchiyama authorizing a stipulated order allowing Emmett Township to place payment for dispatch service fees into an escrow account pending the resolution of the lawsuit.

Discussion: None.

All in favor; motion carried.

PUBLIC COMMENTS

Public comments were offered; none received.

ADJOURNMENT

Chairman Peterson adjourned the meeting at 4:10 p.m.

The next regular scheduled CCCDA Governing Board of Directors Meeting will be November 9th at 3:00 p.m.