



# 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, November 14<sup>th</sup>, 2017 3 p.m.**

### **Law Library**

### **Calhoun County Administrative Building**

The meeting was called to order by Chairperson Matt Saxton at 3:08 p.m. in the Law Library of the Calhoun County Administrative Building.

#### **ROLL CALL:**

Directors Present: Matt Saxton, Chairperson  
Ken Snyder, City of Albion  
Jim Coleman, Michigan State Police

Directors Excused: 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  
Jim Blocker, City of Battle Creek (Seat #1)

Others Present: Rich Feole, CCCDA  
Kim Grafton, CCCDA  
Haley Snyder, CCCDA  
Jim Dyer, Corporate Counsel  
Lindsay Smith, CCCDA

A quorum was not met and the meeting proceeded as a discussion table.

#### **AGENDA APPROVAL**

#### **MEETING MINUTES**

#### **PUBLIC COMMENT**

**EMPLOYEE OF THE QUARTER PRESENTATION** – Chairman Saxton presented Lindsay Smith with an Employee of the Quarter 2017 certificate. Lindsay began her career with CCCDA in September 2011,

and promoted to Dispatch Supervisor in November 2016. In addition to her duties as Dispatch Supervisor, Lindsay serves as a leader in the Public Education and Relations Committee.

### **CONSENT AGENDA**

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

1. Excuse Absent Board Members
2. Check Register: October 1<sup>st</sup> – 31<sup>st</sup>
3. Year-to-Date Budget Performance Reports
4. 2017 Year-to-Date Statistics
5. Quality Assurance Reports
6. TAC Meeting Minutes
7. General Correspondence

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Feole reported on the following items:

1. **Project Updates** – Feole announced that updates to the Rittenhouse Tower Site are almost complete. A new natural gas generator and LED lighting are currently being installed. Feole stated that a 12x16 storage shelter will be installed at the BCPD tower site area to house the racks of equipment currently being stored at the BCPD.
2. **9-1-1 goes to Lansing** – Feole stated that SB 400 will be voted on by the Senate at the end of the month with the hopes of getting the bill passed by the end of the year.

### **OLD BUSINESS**

1. **Wage Study** – Executive Director Feole presented the Governing Board with a regional wage study for review. Feole recommended re-aligning the step increases to get CCCDA staff close to the median figure. A general conversation was held.

### **NEW BUSINESS**

#### **PUBLIC COMMENTS**

No public comment provided.

### **ADJOURNMENT**

Meeting was adjourned at 3:50pm by Chairperson Matt Saxton.