



Calhoun County Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

Meeting Minutes

Tuesday, August 14, 2018 2:30 p.m.

Law Library

Calhoun County Administrative Building

Chairman Matt Saxton suggested that the meeting not be called to order until there was a quorum, but that the meeting proceed by Joe beginning with the Audit review. All were in favor.

2017 Audit briefing – Joe Verlin, Gabridge & Company.

- Clean opinion- unmodified—highest level.
- Assets exceeded its liabilities at the close of fiscal year by \$5,724,443.
- Of this \$2,174,219 represents unrestricted net position.
- Unassigned fund balance for the general fund was \$1,878,967/ 60.4% of annual general fund expenditures, very stable position.
- Also, found CCCDA was not paying for nor receiving benefit of COLA from MERS.

The meeting was called to order by Chairman, Matt Saxton at 2:48 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL:

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

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

Others Present: Rich Feole, CCCDA
Kim Grafton, CCCDA

Kate Chism, CCCDA
MERS Regional Manager, Michael Overley
MERS Benefit Plan Coordinator, Jamie LaFavor

AGENDA APPROVAL

A motion was made by Susan Baldwin to approve the August 14, 2018 CCCDA Governing Board agenda. The motion was seconded by Brent Williams.

All in favor
Motion approved

MEETING MINUTES

A motion was made by Susan Baldwin to accept the July 10th, 2018 CCCDA Governing Board minutes. The motion was seconded by Steve Buller.

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 1st – July 31st
3. Year-to-Date Budget Performance Reports
4. Quality Assurance Reports
5. 2018 Year-to-Date Statistics
6. General Correspondence

A motion was made by Steve Frisbie to approve the August 2018 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. **Employee of Quarter** – Beth Owen was named employee of the quarter, nice write up in the local papers. She is on a family vacation, so she will attend the board meeting in September to receive her certificate.
2. **Motorola**—Began shipping equipment early, but maintenance is allowing for storage in their pole barn. Will be a yearlong project, will keep board updated as this project moves along.
3. **Backup Center**—Work is nearly complete. Tower equipment is to be moved out of the basement. Possible coverage issues with fire paging systems with the tower down.
4. **Indigital Meeting**— lack of communication with Verizon wireless. Verizon had equipment issues that they did not communicate to us. Had those issues/ equipment failures been communicated Indigital could have moved forward differently.

OLD BUSINESS

Audit review became Old Business as it was discussed prior to roll call of today's meeting. No questions regarding the audit review.

A motion was made by Steve Frisbie to approve the Audit Review. The motion was seconded by Susan Baldwin.

All in favor.

Motion approved.

MERS update- Regional Manager Michael Overley/ Benefit Plan Coordinator Jamie LaFavor

The board stressed to MERS representatives that their intent was always to have the COLA coverage for the employees.

Much discussion followed by the entire board regarding options for payment terms and methods including:

Susan Baldwin suggested getting payment to the retiree now and getting a payment to MERS spread out over time.

Steve Frisbie made a suggestion to go through a bond process to get MERS paid in full in a lump sum as to not drain our fund balance and not have to charge out to all the cities and townships.

Brent Williams questioned MERS representatives as to why suddenly needs full funding when lots of municipalities have very low funding.

Matt Saxton suggests paying out of general fund as to avoid paying any interest.

Steve Frisbie questions to Joe Verlin, What looks better in future audit, paying over a period of time, bonding, paying out of fund balance?

Joe Verlin states that it boils down to preference. It will hit net position once. Not a huge impact.

MERS says we are funded 103% overall and we could reallocate funds between line items, raise rates slightly.

Rich Feole states no budget impact because we are already paying over the minimum.
Further discussion by board about reallocating funds and rolling into rates.

Clarification made by Matt Saxton that it does take board action now to change a benefit plan. All agreed.

A motion was made by Steve Frisbie to reallocate assets between divisions with MERS. The motion was seconded by Susan Baldwin.

A roll call vote was taken.

Matt Saxton: Yes, Steve Buller: Yes, Steve Frisbie: Yes, Brent William: Yes, Susan Baldwin: Yes, Jeff Albaugh: Yes

A motion was made by Steve Frisbie to add the benefit E2 and E1 to Division 10 effective 1/1/2009 retroactively. The motion was seconded by Brent Williams.

A roll call vote was taken.

Matt Saxton: Yes, Steve Buller: Yes, Steve Frisbie: Yes, Brent William: Yes, Susan Baldwin: Yes, Jeff Albaugh: Yes

NEW BUSINESS

All new business was carried out prior to the beginning of the meeting

MEMBER COMMENTS

Discussion regarding verbiage to go to vote in November for 911 funding. The deadline is coming at the end of the week. Consensus by the board was that it would need to be something that not only got on the ballot but an item that was actively was campaigned for. Further discussion had regarding each area needs to be forthcoming with their budgets for those funds.

PUBLIC COMMENTS

No public comment provided.

ADJOURNMENT

Meeting was adjourned at 4:02 by Chairperson Matt Saxton.