

MINUTES

KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

REGULAR MEETING

July 13, 2017

ITEM 1 - Call to Order

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority was called to order by Chairperson Jan Van Der Kley, at 3:31 p.m. in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on July 13, 2017.

ITEM 2 - Roll Call

Members Present: Paul Matyas, Jeff Troyer, Mike Seals, Donald Martin, George Cochran, Scott Merlo, Dena Smith, Dale Heinz, Jim Ritsema, Jan Van Der Kley, Claudette Reid, Donald Martin, William Fales (3:53), Larry Shaffer.

Others Present: Dexter Mitchell, Brady Gillum, Nick Ponton, Randy Smith, Nicholas Kirk, Dena Dunn, Tammy Stephenson, Nick Arnold, Dan Mills, Chief Tim Bourgeois, Karianne Thomas, Malachi Barrett, Chris Hancox.

ITEM 3 - Approval of Minutes

Motion made for approval of the June 8, 2017 minutes. The motion carried by a voice vote. Motion Passed.

ITEM 4 - Citizens' Time

No citizens chose to speak at this time.

ITEM 5 - For Consideration

- A. Executive Director Report
 - 1. Monthly Report – Provided to Board
 - 2. June Reconciliation Report – Provided to Board
 - 3. FY-2017 Budget Performance Report
 - 4. Correspondence

Mr. Troyer presented the Kalamazoo County E911 Surcharge Pool Audit 2015 & 2016 results back from Maner Costerisan Certified Public Accountants. Accounting for all of landline providers to recover costs connecting to 911. This can be adjusted on an annual basis based on revenue and expenses. On 7/1/2017 recurring surcharge rate will be increased by \$0.06 resulting in a total rate of \$0.33.

B. Committee Reports

1. Executive Committee – Jan Van Der Kley
 - a. Appointment of Personnel Committee Chairperson –

Ms. Van Der Kley appointed Larry Shaffer as replacement for Jim Pearson for the Personnel Committee Chairperson.

2. Personnel Committee –
 - a. Executive Director Second Year Goals

Mr. Shaffer presented to the board that the KCCDA membership may have a memo from Mr. Pearson dated 2/22/17 where he recommends the Executive Director's second year goals. The memo in your packet incorporates adjustments on performance goals one and two. These changes are attributed to the change of schedule as a result of surcharge failure in May. Mr. Shaffer states performance standards will pivot off of the acquisition of a building. In addition the staffing plan and timeline is difficult to create without knowing the funding mechanism.

The recommendation is to adjust the dates for goals one and two. Goal one will change from 7/15/17 to 90 days after the location of the dispatch center is ascertained (KCCDA closes on a facility or a lease agreement is entered into for a site). Goal two will change from 7/1/2017 to 8/15/2017.

Mr. Shaffer made the recommendation to approve these changes and it was duly seconded. Ms. Van Der Kley opened the discussion. No comments.

The motion carried by voice vote.

3. Technical Advisory Committee – Karianne Thomas

Nothing to report

4. Finance Committee – Don Martin
 - a. Alternative Funding Model Update

Mr. Martin said Finance Committee is working on funding options. They have taken the proposals to the signatory meetings and are working to find a proper way to fund the consolidated dispatch.

Ms. Reid inquired to when the board will have a proposal.

Mr. Martin stated more meetings are necessary and Finance hopes to have something for the Board in August.

Ms. Van Der Kley said ongoing discussions are occurring and more information will be available for the August meeting.

Ms. Reid reminded the board that the closing on the dispatch center is on or around 8/28/2017.

Mr. Martin said the Finance Committee will have the meetings before the closing of the dispatch center.

C. Old Business

Ms. Van Der Kley: No old business to discuss.

D. New Business

1. Post-Election Voter Survey Results –

The board hired Mitchell Research and Communications to conduct a post-election survey. Mr. Troyer presented that absentee voters and democrats were more strongly supportive of surcharge proposition. Opposition messages that had the strongest impact on voters: surcharge increase, 450% tax increase, double taxation, and using existing money.

Strongest messages for passage were: one point of contact for all incoming calls, improve emergency and non-emergency call processing time, and 911 saves seconds and seconds saves lives. It was commented by Mr. Troyer that financing may have more luck passing as a millage instead of a surcharge.

Conclusions of the survey were that the funding mechanism, the surcharge itself, was the most important reason why it failed. Majority of those polled are still opposed to it at this time. Also, democrats are more supportive and the best option for successful passage is through a millage request during a large November general election.

Ms. Reid inquired about the demographics on who answered the calls. Of all questions asked, 53% were over 70 years old, and 75% of total survey were 60 and over. She asked if it truly represents the voter turnout. Is it skewing the results?

Mr. Troyer stated the people who were polled are only those that voted in the May election.

Ms. Reid commented that those over 60 are most likely to speak to someone over the phone. She was first person to get the survey call. The questions were long, difficult to

follow, and the surveyor had to repeat questions. Inquired if it may skew results because older people take the time to answer these questions. Questioned if the survey is really representative of voters in the community.

Mr. Martin stated that landlines access older generations, newer generations are on cell phones. That too may contribute to a skew in results.

Ms. Van Der Kley mentioned that the board was interested in feedback as quickly as possible after the vote. They did not want a gap that might result in less participation or less memory of the issue. The intent was to obtain details for major concerns, focuses, and sense of what happened and why so we can recognize those concerns before moving forward with funding mechanisms.

Mr. Seals feels that a contributing factor may have been that younger voters are not out in May elections. Mr. Seals did not observe many young voters at precincts. Mr. Seals believes that college students are the key to reaching younger voters. Overall May elections have a low turnout. Mr. Seals believes they missed a key demographic having the election in May.

Mr. Cochran stated there was no other option as they needed to move things forward. Overall, Mr. Cochran believes May is an older election. To get messages to young people landlines are not the option. We may have to try more social media to get the message out to those under 35.

2. Resolution of Support for HB 4651 and SB 400

Mr. Troyer said included in your packet for consideration is a resolution of support for House Bill 4651 and Senate Bill 400. The impact of these bills will effect 911 network connectivity cost recovery. Stated that if the current funds runs out the money, 911 providers will begin billing local PSAPs for network costs. In addition to stable funding for NG911 network costs, the bills increase the amount of local surcharge that is permissible by board resolution from \$.42 to \$.55.

Ms. Van Der Kley stated that the board should consider this resolution as the bills project the funds will expire in second quarter in 2018. Ms. Van Der Kley is interested in moving these two bills forward for additional funding in 2018. Ms. Van Der Kley inquired if the board was supportive of House Bill 4651 and Senate Bill 400.

Ms. Reid confirmed her support for the bills. Questioned if there would be pushback for the increase from 1.92% to 4.19% on prepaid phones.

Mr. Troyer stated there may be pushback from some smaller retail organizations because the money is collected there. The large superstores are not pushing back. The only opposition thus far is from the Telecommunications Association of Michigan however, AT&T in full support of the bills.

Motion made by Mr. Ritsema and seconded by Ms. Reid to adopt the resolution of support for HB 4651 and SB 400. The motion carried by a voice vote.

3. Employee Handbook

Mr. Troyer presented the recommended Employee Handbook. He stated that this has been a work in progress with legal counsel since April. The Board's direction was to work with the Executive Committee to develop these policies. This is step one of the personnel plan. The next step will be classifications, compensation, and benefits proposal at next month's meeting.

Ms. Van Der Kley wanted to know direction on harassment violations and whether the policies in the handbook were based on best practices.

Mr. Troyer stated the majority of the handbook is based on PSAP best practices and nothing contained in this document significantly differs from other agencies in Michigan.

Ms. Reid had comment on section 1.4, background checks. Wanted to ensure all employees are included and that it stated "any employee." Section 4.1 states the work expiration twice, needs to be corrected. Questioned if the board approves the handbook now and there are more updates, if it needs to be approved for every change by the board.

Ms. Van Der Kley stated yes it does need to be approved every time.

Ms. Reid moved to approve the handbook and it duly seconded. Motion passed by a voice vote.

4. Vision and Dental Plans

Mr. Troyer stated the Dispatch Authority has not adopted vision and dental plans but rather, in accordance with his employment agreement, he has been electing COBRA. COBRA benefits will expire at the end of August but due to Blue Cross Blue Shield imposing a 5 month blackout period, the plans need to be adopted now. The proposed plan will decrease cost from \$154.81 to \$150.19 a month and the employee cost share is recommended at 10%

Ms. Van Der Kley mentioned that the 10% cost share matches what we currently have with the health plans.

Ms. Reid asked if they are changing to Blue Cross Blue Shield later on.

Mr. Troyer stated that Blue Cross Blue Shield is the current provider but future costs will be evaluated from other providers.

Undersheriff Matyas questioned the 10% cost sharing.

Mr. Troyer advised the Authority has two options to choose from in order to be P.A. 152 compliant – the 80/20 model or hard-cap model. KCCDA adopted the hard-cap compliance for this budget year and imposed a 10% cost share for the current health plan.

Undersheriff Matyas stated he does not want to see the plan go to 80/20 but to stay at 90/10.

Mr. Troyer advised the KCCDA will be compliant with P.A. 152 in accordance with the policies adopted. The employee cost shares will be determined each year during the Authority's annual budget process. The cost share percentage for all plans would be those adopted during the year additional staff are hired.

Ms. Van Der Kley believes it will be 10%.

Undersheriff Matyas does not want it to be 20%.

Mr. Troyer will have to conduct an annual calculation to see if the hard cap and a 10% cost share will allow for compliancy.

Mr. Seals stated staying compliant may be 12%-20% but does not want to go below what the other county employees have now.

There are two options, to adopt 80/20 or not expend the maximum by statute. Mr. Troyer brought to attention that there is a dollar limit for coverage. This is known as the hard-cap and it adjusts annually.

Mr. Seals moved to approve the vision and dental plans and it was duly seconded. Motion passed by a voice vote.

E. Any Other Items

1. Member Comments
 - a. No member comments
2. Next Meeting – August 10, 2017

There being no discussion, the motion to adjourn carried by a voice vote.

The meeting was adjourned at 4:29 p.m.

Richard Fuller, Clerk