



MINUTES

REGULAR MEETING

October 10, 2019

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chair Jan VanDerKley at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on October 10, 2019.

ITEM 2 – ROLL CALL

Members Present: Jan VanDerKley, Bobby Hopewell, Karianne Thomas, Don Martin, Angel Ouwinga, Larry Shaffer, Jim Pearson, Mike Seals, William Fales, Jim VanDyken, Scott Merlo, Jeff Chamberlain, Mark Barnes

Others Present: Jeff Troyer, Nicholas Arnold, Daniel Mills, Torie Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

“Motion by Mr. Barnes, second by Mr. Seals to approve the September 12, 2019 Regular Meeting Minutes as presented.” Martin, Pearson

On a voice vote, **MOTION CARRIED.**

ITEM 4 – CITIZENS TIME

No citizen chose to speak.

ITEM 5 – FOR CONSIDERATION

A. Executive Director Report

1. Administration’s Monthly Report

Mr. Troyer reviewed the report as presented.

2. August Reconciliation Report

The report was included in the packet. There was nothing out of the ordinary.

3. Budget Performance Report

The year to date report was included in the packet and there was nothing out of the ordinary.

4. Correspondence

a. Larry Shaffer Resignation from Board of Directors – 09.26.19

Ms. VanDerKley announced Mr. Shaffer's resignation and presented him with a clock as a token of appreciation for his service.

Members of the Board expressed their appreciation of Mr. Shaffer's service and their disappointment that he was leaving the Board.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

Ms. VanDerKley stated the ByLaws and Procedures were being reviewed because it had not been done since we started operations.

Mr. Troyer stated the changes were sent to Counsel, but they have been short staffed, so they are still working on it. They are still inputting changes the Board has done by resolution, but he anticipated a final draft in the next couple weeks. When received he will disburse and put out a 60-day notice to adopt.

2. Personnel Board – Larry Shaffer

Mr. Shaffer stated the committee had nothing to report.

3. Technical Advisory Committee – Karianne Thomas

Ms. Thomas stated the committee had nothing to report.

4. Finance Committee – Don Martin

Mr. Martin stated the committee heard and accepted the results of the Registered Voter Survey that was being presented at this meeting.

C. Old Business

There was none.

D. New Business

1. Marketing Resource Group Presentation – Registered Voter Survey Results

Mr. Troyer introduced Tom Shields of Marketing Resource Group. Mr. Shields presented the results of the Registered Voter Survey.

The Board discussed the results of the survey and determined there needs to be more conversations and strategy developed on how to proceed. This will be added to future agendas.

E. Other Items

1. Member comments

Mr. Barnes stated he had been appointed as Stacey French's alternate on the Finance Committee by the Fire Chief's Association.

Mr. Troyer shared copies of the South County News that featured an article about KCCDA.

Dr. Fales stated the Dispatch Authority had an incident that exposed employees to carbon monoxide. He stated that despite toxic levels of carbon monoxide, they kept focused on the job and took care of each other. People came in off duty to cover so the others could go for medical treatment and there was no disruption in service. He believed there should be recognition when people do things above and beyond.

"Motion by Dr. Fales, second by Mr. Barnes to have a Board statement of appreciation prepared and presented to the employees."

On a voice vote, **MOTION CARRIED.**

2. Next meeting – November 14, 2019

The next KCCDA Board of Directors Meeting will be held on November 14, 2019 in the Chief Switalski Meeting Room, 7040 Stadium Drive, Kalamazoo, MI 49009.

3. Adjournment

The meeting was adjourned at 4:17 p.m.

Richard C. Fuller III
Clerk of KCCDA Board of Directors