

MINUTES

KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

REGULAR MEETING

December 8, 2016

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 3:32 p.m. in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on December 8, 2016.

ITEM 2 - Roll Call

Members Present: Don Martin, Jeff Heppler, Jim Pearson, Lowell Rinker, George Cochran, Jan Van Der Kley, Bill Fales, Claudette Reid, Rick Fuller, Jim Ritsema, Ed Switalski

Others Present: Mike Seals, Jeff Troyer, Scott Merlo, Dexter Mitchell, Tim Bourgeois, Dan Mills, Dena Smith, Karianne Thomas, Kevin Patel, Brian Snyder, Julia Jankowiak

ITEM 3 - Approval of Minutes

Motion made for approval of the November 10, 2016 minutes. The motion carried by a voice vote.

ITEM 4 - Citizens' Time

No citizens shared at this time.

ITEM 5 - For Consideration

A. Public Hearing – 2017 Budget (3:35 p.m.)

Ms. Van Der Kley provided the notice requirements.

Mr. Troyer indicated he had not received any inquiries on the budget.

B. Executive Director Report

1. Monthly Report – Mr. Troyer shared highlights of items on his Monthly report. His report will be longer as he starts to finalize pieces of the business plan.

The law enforcement communication meeting had to be canceled and rescheduled to 12/20 due to the service for a fallen officer.

Employees and staffing: The process to hire employees and the process as a whole is currently in the transitional phase. Mr. Troyer is setting up regular reviews with legal counsel to work on these items. They are scheduled to meet on December 9.

The grant Writer was only allowed to request \$1M for equipment. The fire chiefs had to make some last minute decisions because of this. In the end, 80% of the request was requested for dispatch. The grant writer is refusing to accept payment.

A text to 911 test was done on December 6. There is one service provider who has not yet provided projected deployment dates but, they do have 6 months which would be the end of March. There were some anomalies with one provider and more testing will be done.

Don Martin asked if individuals from other states keep their mobile numbers would their text go to the nearest tower site.

Mr. Troyer advised it is based on the towers and the sectors on them. Mr. Troyer did indicate the majority of texts received are domestics or individuals who believe someone is in their home.

No FAA determination has been received.

2. November Reconciliation Report – Provided to Board
3. FY 2016 Budget Performance Report – Provided to Board

C. Old Business

1. Executive Committee – Jan Van Der Kley
 - a. Charter Township of Kalamazoo – Board of Director Appointments – Information from Kalamazoo Township was received appointing Ron Reid and George Cochran as their representatives on the Board with alternates Don Martin and Dexter Mitchell.
 - b. Charter Township of Kalamazoo – Technical Advisory Committee Appointments – Tim Bourgeois and Bryan Ergang.

Mr. Cochran moved and it was duly seconded that Tim Bourgeois and Bryan Ergang be accepted on the Technical Advisory Committee. The motion carried by voice vote.

The Board of Commissioners has received a request from the Fire Chiefs to approve their current representatives, Mark Barnes with Ed Switalski as alternate.

2. Personnel Committee – Jim Pearson

The Personnel Committee met on November 17. They drafted an evaluation form for members of the Board to complete.

Second year goals need to be drafted. Ms. Thomas will start that with the Technical Committee. Mr. Cochran will also develop goals with the Finance Committee.

Mr. Troyer will address his first year goals by the end of January. The Personnel Committee will send this out with evaluations. The idea that the March 9 meeting will be set for finalization of the review.

3. Technical Committee – Karianne Thomas

Nothing to report.

4. Finance Committee – George Cochran

Due to his change in positions and his travel scheduled for next year he would like to recommend that Ron Reid assume the position of Treasurer on the Board.

Ms. Van Der Kley opened up nominations to anyone on the Finance Committee or Board.

Ms. Reid asked if George would stay on Finance Committee to help with the transition.

Mr. Cochran indicated he would remain on the committee.

Mr. Cochran nominated Ron Reid as Treasurer. The nomination was supported.

Mr. Pearson moved to close the nominations and it was duly seconded. The motion to appoint Ron Reid as Treasurer carried by voice vote.

At this time Ms. Van Der Kley moved for approval to amend today's Agenda to add item D.3. 911 Surcharge Ballot Proposal. The motion was seconded and carried by voice vote.

D. New Business

1. 2017 Budget Approval –

Mr. Troyer indicated the 2017 Proposed Budget had not changed since being presented at the November 10 meeting. He received no feedback, questions or comments in regards to it.

Ms. Van Der Kley asked for a motion to approve and adopt the 2017 budget as presented.

Ms. Reid moved and it was duly seconded to approve and adopt the 2017 budget as presented.

No further questions or comments ensued.

The motion carried by voice vote.

2. Resolution No. 2016-02 – Public Act 152 of 2011 Compliance –

Mr. Ritsema moved and it was duly seconded to approve the Resolution. The motion carried by voice vote.

3. 911 Surcharge Ballot Proposal –

The County Board of Commissioners approved the proposal for a May vote.

Mr. Heppler indicated a lively discussion took place at the Board meeting. Some commissioners feel it is a tax shift – they are behind the 911 consolidation but are concerned about where monies are going that currently go to the PSAPs. We have to now go forward and educate to make this possible. A big milestone was passed with this approval. It was approved with an 8-3 vote.

Mr. Switalski indicated he felt the Gazette article hurt us. The Fire Chiefs would like to sit down with Commissioner Tuinier and discuss the proposal. He believes people will see the 8-3 vote and assume the 3 are totally against the consolidation. Education has to start within.

Mr. Seals indicated the Board is changing in January. Those 3 votes can change into 6 if the education from within doesn't occur. The new commissioners need to be

educated along with the 3 that voted no. We must remember the Board can ultimately say no even if the public says yes.

Mr. Martin indicated we have 5 PSAPs managed by city, township, whomever. We need to educate our people what we are going to do with the money they currently spend on dispatch needs.

Mr. Cochran suggested the chiefs, fire departments need to go to the commissioners and educate them as well as their own constituents. What happens if consolidation doesn't take place? The improvements will not be able to be made. The five PSAPS will continue to be responsible for funding.

Mr. Pearson indicated a motion at the Board meeting to give the county money back, failed with a 6-5 vote.

Ms. Reid stated a report in the paper indicated that Portage was going to give the money back to taxpayers. Portage has not made a decision on that as of this date.

Mr. Troyer indicated he has received a lot of requests to come out and do presentations. The number one question is going to be what is being done with the existing money. He will not provide an answer to that until an answer is provided by each municipality.

Mr. Troyer highlighted the last paragraph of the actual resolution by the County Board of Commissioners. We will need to do an amendment or draft a new agreement because it covers the \$.42 and nothing further. Section 13 of the current Agreement for the Distribution of County 9-1-1 Surcharge Revenues is the only section that may be an out because it refers to the \$.42 or more but that section really pertains to the length/term of the agreement; not the actual surcharge.

Ms. Van Der Kley indicated an action item is needed to start this process.

Mr. Troyer indicated the minimal changes necessary would be made to the Agreement.

Ms. Van Der Kley asked for a recommendation to allow Mr. Troyer to begin the process or the rewriting of the Agreement.

Ms. Reid moved and it was duly seconded to allow Mr. Troyer to begin the process or the rewriting of the Agreement.

The motion carried by voice vote.

At this time Ms. Van Der Kley thanked Mr. Cochran for serving as Treasurer. She also thanked Mr. Heppler for all of his work and efforts while serving on this Board.

4. Closed Session – Open Meetings Act 15.268, Section 8(d)

Ms. Van Der Kley recommended and it was duly seconded that the Kalamazoo County Consolidated Dispatch Authority Board of Directors enter into Closed Session under Open Meetings Act 15.268, Section 8(d) for consideration of real property.

Roll call vote:

Mr. Fuller – Yes
Mr. Heppler – Yes
Mr. Switalski – Yes
Mr. Ritsema – Yes
Mr. Pearson – Yes
Ms. Reid - Yes
Mr. Martin – Yes
Mr. Cochran - Yes
Mr. Rinker – Yes
Ms. Van Der Kley - Yes
Mr. Fales – Yes

Attorney Matt Nordfjord was invited into the closed session via phone and Mike Seals stayed as a guest.

The closed session began at 4:21p.m.

The regular meeting was resumed at 4:48 p.m.

E. Any Other Items

1. Member Comments –

Mr. Switalski was unaware prior to the meeting that Mr. Barnes was not going to be able to attend. He inquired as to the closed sessions if the alternate would be able to attend when the regular member is there so as to be up to speed on matters.

It was indicated they may attend only if they are invited each time a closed session takes place.

Mr. Fales asked if this is something we could get clarification on from counsel.

Mr. Troyer indicated the Bylaws are written as such that the alternate only has power if the primary is absent. As far as closed sessions the chair reserves the right to involve whomever he or she chooses to include. It just has to be done at each closed session.

2. 2017 Meeting Dates – next meeting January 12th, 2017 with a schedule provided for all of 2017.

3. Adjournment –

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

The meeting was adjourned at 4:52PM.