



MINUTES

REGULAR MEETING

July 11, 2019

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Personnel Committee Chair Larry Shaffer (by phone) at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on June 13, 2019.

ITEM 2 – ROLL CALL

Members Present: Don Martin, Angel Ouwinga, Larry Shaffer (by phone), Jim Pearson, Mike Seals, Rick Fuller, Chad Tackett, Carol Dedow, Patti VanWalbeck, Karianne Thomas, William Fales, Jeff Chamberlain

Others Present: Jeff Troyer, Bryan Ergang, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

“Motion by Mr. Martin, second by Ms. Ouwinga to approve the June 13, 2019 Regular Meeting Minutes as presented.”

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
  - a. Mr. Troyer reviewed the report as presented.
2. June Reconciliation Report
  1. The report was included in the packet. There were no anomalies.
3. Budget
  - a. The year to date reports through July 9 were included in the packet.

4. Correspondence
  - a. There was none.

B. Committee Reports

1. Executive Committee
  - a. Mr. Troyer summarized the meeting including discussion regarding communication with a citizen who was unhappy with the response time due to an address discrepancy. The Committee also discussed the need to have a Communications Specialist to help put out information on the good things happening here at the Authority.
2. Personnel Board – Larry Shaffer
  - a. The Personnel Board did not meet.
3. Technical Advisory Committee – Bryan Ergang
  - a. Howard and Lamont MPSCS Tower Site Connectivity Recommendation

The Committee voted to recommend the Metro Simulcast System through the Westwood repeater. There has been a lack of coverage in the Kalamazoo Township and Parchment area and this will take care of that problem

“Motion by Mr. Fales, second by Mr. Seals to approve the purchase of additional equipment not to exceed \$25,276 and authorize the Executive Director to establish the CTS EPL connection between KCCDA and the Westwood site in order to move the METRO Simulcast Repeater from the PSAP Water Tower to Westwood.”

On a roll call vote, Yes – 12, No – 0. **MOTION CARRIED.**

4. Finance Committee – Don Martin
  - a. County Survey Results
    - The results of the county survey were included in the packet.
    - Mr. Fuller stated the survey was less than .001% representative of the county. He suggested the Authority do its own survey for a more accurate view of resident thoughts.
    - Several Board members agreed.
    - Mr. Troyer stated the Finance Committee discussed doing a survey and he will be issuing an RFP for companies for pricing, method and size of contact group.
    - Mr. Fales suggested the Committee look at alternative ways to collect information, such as community engagement from Board members. He stated it will be very important for us to have as much information as possible going into a funding request.
    - Mr. Shaffer asked that the Committee incorporate that into their recommendation to the Board.

C. Old Business

1. There was none.

D. New Business

1. There was none.

E. Other Items

1. Member comments

- Mr. Fales stated he had the question posed to him if public comment by phone was acceptable. Mr. Fuller stated the Open Meetings Act should be checked to verify if that is allowed. Mr. Shaffer asked that Mr. Troyer check with legal counsel.
- Mr. Troyer stated the City of Kalamazoo Executive Team brought their Department Heads over for a tour so they could see how things work here.
- Mr. Fuller thanked Mr. Troyer and his staff for their hard work on a recent significant case. He stated the Dispatch personnel did a spectacular job and he was very thankful.
- Mr. Shaffer echoed in congratulated Mr. Troyer and his team. He stated that even though there were growing pains, it was great to see them perform at this level.

2. Next meeting – August 8, 2019

The next KCCDA Board of Directors Meeting will be held on August 8, 2019 in the Chief Switalski Meeting Room, 7040 Stadium Drive, Kalamazoo, MI 49009.

3. Adjournment

The meeting was adjourned at 4:12 p.m.

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Richard C. Fuller III  
Clerk of KCCDA Board of Directors