



MINUTES

REGULAR MEETING

March 12, 2020

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Vice Chair Jim Ritsema at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on March 12, 2020.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema, Don Martin, Rick Fuller, Jim Pearson, Mike Seals, Scott Merlo, Chad Tackett, Dexter Mitchell, Angel Ouwinga, Karianne Thomas, Joseph LaMargo, Bill Fales

Others Present: Jeff Troyer, Chris Franks, Bryan Ergang, Craig Dieringer, Nick Arnold, Torie Rose, Bill Irwin (Motorola), Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

“Motion by Mr. Fuller, second by Mr. Mitchell to approve the minutes of the February 13, 2020 Regular Meeting 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

Mr. Troyer reviewed the report as presented.

2. February Reconciliation Report

Mr. Troyer reviewed the report as presented. He noted the new MiClass Account would now be included.

3. Budget Performance Report
  - a. Fiscal Year 2019
  - b. Fiscal Year 2020

The reports were included in the packet. Mr. Troyer noted that 2019 was finalized and he would be meeting with KCCDA Treasurer Don Martin and the auditors on March 16.

4. Correspondence
  - a. City of Kalamazoo – Board of Directors Appointment and TAC Appointments

Mr. Troyer presented notice that the City of Kalamazoo approved the following appointments.

1. The appointment of Mayor David Anderson to the Kalamazoo County Consolidated Dispatch Authority Board, with Public Safety Chief Karianne Thomas as the alternate.
2. The reappointment of City Manager Jim Ritsema to the Kalamazoo County Consolidated Dispatch Authority Board with Deputy City Manager Jeff Chamberlain as the alternate.
3. The reappointment of Public Safety Chief Karianne Thomas to the Kalamazoo County Consolidated Dispatch Authority Technical Advisory Committee, with Captain Christopher Franks as the alternate.

“Motion by Dr. Fales, second by Mr. Martin to accept the City of Kalamazoo’s appointments as presented.”

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

B. Committee Reports

1. Executive Committee – Jim Ritsema

Mr. Ritsema stated the Committee met and reviewed the agenda for this meeting.

2. Personnel Committee – Joe LaMargo

Mr. LaMargo noted the Personnel Committee did not meet.

3. Technical Advisory Committee – Karianne Thomas
  - a. February 10 and March 4, 2020 Meeting Minutes

4. Finance Committee – Don Martin
  - a. February 25, 2020 Meeting Minutes
  - b. Long Term Funding Recommendation

Mr. Troyer explained that the Finance Committee asked TAC for a recommendation regarding the proposed levels of millage. The TAC unanimously recommended seven-tenths rate. The original analysis presented was based on the 2018 taxable values. When the 2019 taxable values were used there was a significant increase to the anticipated amount that would be generated, enough that the recommended millage request could be reduced from .7 to .65. The secondary memo with the lower millage request was presented to the Finance Committee on February 20.

Mr. Martin stated the Finance Committee’s unanimous recommendation to the Board was for .65 mills for ten years.

“Motion by Mr. Fuller, second by Mr. Seals to accept the Finance Committee’s recommendation to submit a formal request to the County Board of Commissioners asking them to place a ten year .65 mills 911 funding proposition on the August primary ballot.

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

C. Old Business

There was none.

D. New Business

1. Request to the County Board of Commissioners – 911 Millage Proposition Language

Mr. Troyer stated he worked with legal counsel and County Administrator Tracie Moored on the ballot language. The Finance Committee passed the language decision on to the Board but recommended the .65 mills for ten years.

“Motion by Mr. Martin, second by Mr. Mitchell to approve the letter requesting the County Board of Commissioners to place the specified ballot language on the August 4, 2020 ballot.”

Mr. Seals thanked everyone who worked on this, stating he appreciated the work put into it to come up with a solid number.

Mr. Ritsema stated that County Administrator Tracie Moored planned to put this request on the agenda for the Board of Commissioners’ meeting next Tuesday. If you can show up at the Committee of the Whole to support, it would be appreciated.

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

## 2. Agreement with Kalamazoo County for GIS Services

Mr. Troyer presented the agreement with the Kalamazoo County Road Commission and County Planning for a shared GIS position. There is money in budget for a shared GIS position and the final agreement has been reviewed by legal counsel. We asked for a tiered service for turn-around time that guarantees we will get feedback on issues. He requested authorization to execute the agreement.

“Motion by Mr. Seals, second by Ms. Thomas to approve the Agreement with Kalamazoo County for GIS Services and authorize the Executive Director to execute the document.”

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

### E. Other Items

#### 1. Member comments

Mr. Ritsema asked Mr. Troyer to talk about KCCDA’s contingency plan for COVID-19.

Mr. Troyer stated he sent out a survey to try to have an emergency TAC meeting to discuss potential service impact. Operation will continue as normal unless we have a major outbreak or pandemic that is impacting staff all around. He has been strategizing and conversations with the Calhoun and Barry County PSAPs to see what we can help each other with. He and Deputy Director Rose are meeting with some of the police chiefs tomorrow morning. There needs to be discussion about what non-essential services can be withdrawn if necessary. We want to make sure we aren’t negatively impacting agencies by withdrawing services that they need. What is agreed on will be shared with everyone.

Dr. Fales noted everyone can consider the MEMAC for assistance.

Mr. Fuller stated they have been chasing down rumors of a case of COVID-19 in the county, but right now there are no confirmed cases. The Sheriff’s office has created a phased in approach following CDC guidelines. Everything you are hearing on the news from the medical professionals is what you should be doing.

Mr. Seals stated there are a lot of rumors are out there. Pay attention to medical professionals and no one else.

Mr. Martin gave everyone an update on his son who was recently involved in an accident.

#### 2. Next meeting – April 9, 2020

The next KCCDA Board of Directors Meeting will be held on April 9, 2020 in the Chief Switalski Meeting Room, 7040 Stadium Drive, Kalamazoo, MI 49009.

#### 3. Adjournment

The meeting was adjourned at 4:09 p.m.

---

Richard C. Fuller III  
Clerk of KCCDA Board of Directors