



MINUTES

REGULAR MEETING

May 14, 2020

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board, held electronically via telephonic/video conference in accordance with Michigan’s Executive Order 2020-48 due to COVID-19 was called to order by Vice Chair Jim Ritsema at 3:30 p.m. on Thursday, May 14, 2020.

ITEM 2 - ROLL CALL

Members Present: Jim Ritsema, Don Martin, Rick Fuller, Scott Merlo, Mark Barnes, Dexter Mitchell, Joseph LaMargo, Karianne Thomas, Jim Pearson, Angel Ouwinga, Mike Seals, Craig Dieringer, Jan VanDerKley (arrived at 3:33)

Others Present: Chad Tackett, Jim Williams, Steve Bryer, Jeff Troyer, Chris McComb

ITEM 3 – MODERATOR MEETING STATEMENT

Moderator Jeff Troyer read a prepared statement explaining the Zoom meeting process.

ITEM 4 – APPROVAL OF MEETING MINUTES

A. April 9, 2020 – Regular Meeting

“Motion by Mr. Seals, second by Mr. Martin to approve the meeting minutes for the April 9, 2020 – Regular Meeting as presented.”

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

ITEM 5 - CITIZENS TIME

There was none.

ITEM 6 – FOR CONSIDERATION

A. Executive Director Report

1. Administration's Monthly Report

Mr. Troyer stated that the monthly report was included in the packet. He thanked the agencies for being understanding during the center cleaning every Tuesday morning. The millage educational campaign is ramping up and we are building a coalition of support members.

2. April Reconciliation Report

The April reconciliation report was Included in packet.

3. 2020 Year-to-Date Budget Performance Report

The Budget Performance Report was included in the packet. Mr. Troyer noted that just under \$6,000 had been allocated for COVID – 19 costs and they were being tracked.

4. Correspondence

a. Letter from Representative Jon Hoadley dated April 9, 2020

Mr. Troyer stated the letter from Representative Hoadley's office supporting the staff's union efforts was received after the last Board meeting. He stated he responded to the Representative's office and identified the position of Board.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

Ms. VanDerKley stated the Committee met to review this agenda.

2. Personnel Committee – Joe LaMargo

Mr. LaMargo stated he had nothing to report.

3. Technical Advisory Committee – Karianne Thomas

a. Meeting Minutes from April 9, 2020 (Special Meeting) & May 6, 2020

Ms. Thomas stated TAC had nothing to report.

4. Finance Committee – Don Martin

a. Meeting Minutes from April 28, 2020

Mr. Martin presented the Finance Committee Minutes from April 28, 2020.

b. Investments at First National Bank

Mr. Troyer stated that we have two investments with First National Bank. The CD matures on May 20 of this year and the Authority also has a money market account. The interest rates are significantly less than a year ago. The Mi Class account has been doing well and the interest rate is better than the other two accounts. He recommended cashing out the CD, taking the funds from the money market account,

transfer the funds to the general checking account and then reinvest everything in the Mi Class account. He noted that the Committee had requested looking into online and local financial institutions for CDs. Legal counsel opined that due to a statutory requirement, they must provide proof of a branch in the State of Michigan if the Dispatch Authority wishes to purchase a CD from them.

“Motion by Mr. Pearson, second by Mr. Thomas to approve not renewing the CD and closing the money market account transferring the money to the general checking account then investing the funds into the Mi Class account.”

On a roll call vote, Yes – 13, No – 0. **MOTION CARRIED.**

c. MRG Messaging/Education Campaign Plan and Budget

Mr. Troyer explained the different approaches to the education campaign, noting there was \$70,000 in the budget for it. The first plan considered is the normal approach, which will be difficult with little face to face interaction allowed right now. The second is geared toward an electronic/social media platform. MRG recommended also using targeted mailers. He noted we cannot do targeted mailers with ballot language included. The Finance Committee has reviewed, supported, and recommended the second plan of an electronic/social media platform for \$66,000.

Mr. Pearson stated the Finance Committee had a good discussion about the plans and he agreed with the recommendation.

“Motion by Mr. Seals, second by Mr. LaMargo to approve MRG’s educational campaign strategy and the associated budget totaling \$66,000.”

On a roll call vote, Yes – 13, No – 0. **MOTION CARRIED**

C. Old Business

There was none.

D. New Business

1. Fiscal Year 2019 Audit Presentation (Siegfried Crandall PC)

Steve Bryer of Siegfried Crandall PC stated this was their first remote audit and it was a clean audit. He thanked Mr. Troyer for his help during the audit process. He stated it was the Auditor’s responsibility to express an opinion after a review of all documents.

Mr. Seals stated he loved seeing a nice clean audit. He appreciated the work and appreciated Mr. Troyer and his staff for their diligence.

Ms. VanDerKley stated she appreciated the Finance Committee reviewing the audit.

E. Other Items

1. Member Comments

Mr. Seals stated there were a lot of people running around town not paying attention to speed limits and Gull Road is a racetrack. He has mentioned it to the Sheriff. He stated he called on a business for

not wearing masks and asked that everyone do the same. He thanked emergency staff and everyone who is working during this time.

Mr. Pearson thanked Mr. Troyer and his staff on behalf of the Finance Committee and stated he is done an outstanding job increasing interest rates and bringing in extra funding.

2. Next Meeting – June 11, 2020
3. Adjournment

The meeting was adjourned at 4:13 p.m.

Richard C. Fuller III
Clerk of KCCDA Board of Directors