



MINUTES

REGULAR MEETING

July 9, 2020

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was held electronically via telephonic/video conference in accordance with Michigan’s Executive Order 2020-129 due to COVID-19 was called to order by Chair Jan VanDerKley at 3:30 p.m. on Thursday, July 9, 2020.

ITEM 2 - ROLL CALL

Members Present: Jan VanDerKley, Don Martin, Rick Fuller, Mark Barnes, Dexter Mitchell, Joseph LaMargo, Karianne Thomas, Jim Pearson, Mike Seals, Jeff Chamberlain, Ryan Schoonveld, William Fales, Carol Dedow

Others Present: Craig Dieringer, Bryan Ergang, Nick Arnold, Jannell Leonard, 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. May 14, 2020 – Regular Meeting

“Motion by Mr. Barnes, second by Mr. Martin to approve the meeting minutes for the May 14, 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 noted that he attended a webinar regarding Senate Bill 690 - Hazard Pay and Public Safety and Public Health Payroll

Reimbursement for April and May. He stated he will be working on submitting the payroll submission before the July 17 deadline. A policy will be sent to the Personnel for hazard pay.

2. May and June Reconciliation Reports

Reconciliation reports for Mercantile general checking and MiClass accounts.

3. 2020 Year-to-Date Budget Performance Report

The Budget Performance Report was included in the packet. Mr. Troyer noted that it did not include the accounts payable that was run today.

4. Correspondence

a. Budget Memo – Line Item Transfers dated 6/16/20

Mr. Troyer stated this is a budget line item transfer memo to transfer funds for the messaging and ad campaign. The budget was approved in April, but the funds had not been moved yet. The transfers do not increase total expenditures.

b. Letter from WMU Appointing a New Alternate Board Representative

Mr. Troyer stated we received notification from WMU that Patti VanWalbeck would be replaced as by Colleen Scarff as the alternate to Jan VanDerKley as of July 1, 2020.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

Ms. VanDerKley stated the Committee met to review this agenda and review the brochure for the absentee voters.

2. Personnel Committee – Joe LaMargo

Mr. LaMargo stated he had nothing to report, as the Committee did not meet.

3. Technical Advisory Committee – Karianne Thomas

a. Meeting Minutes from July 1, 2020

Ms. Thomas stated TAC had nothing to report.

4. Finance Committee – Don Martin

a. Meeting Minutes from June 25, 2020

b. Investments Update

Mr. Martin stated the minutes from the June 25 meeting are included. He stated that at the June Finance Committee meeting they decided not to move money until after election.

Mr. Troyer stated the request for interest rates that was sent to financial institutions is included in packet.

Mr. Pearson noted that the PNC business account gives a good interest rate and may be something to check out.

C. Old Business

There was none.

D. New Business

1. Messaging/Branding Campaign Update (MRG)

Jenell Leonard of Marketing Resource Group gave an update on the Messaging/Branding Campaign. She reviewed the Coalition, the flyer, newsletter, social media, and absentee mailer functions.

E. Other Items

1. Member Comments

Mr. Seals announced that Tracy Hall was now the Kalamazoo County Board Chair and he is now the Vice Chair.

Mr. Barnes inquired on the status of the CAD patch with Life.

Mr. Troyer stated the CAD to CAD interface was placed on hold because Tyler Technologies could not guarantee it would function correctly. CAD Webviewer is deployed. It is still in testing because of functionality issues as well related to the alerting was not working on their end. Hopefully in the next couple weeks we will be able to stop relaying address and phone info because they will have CAD info on their screen.

Mr. Barnes stated he would like to recognize Dispatch for calling out Priority 8 and 9 to alert agencies to COVID addresses.

Dr. Fales stated Dispatch has done a great job these last few months.

2. Next Meeting – August 13, 2020

Mr. Troyer stated he would like to schedule time on August 6 for the Board to meet and review the election results. He stated he would send out a survey.

3. Adjournment

The meeting was adjourned at 4:16 p.m.

Richard C. Fuller III
Clerk of KCCDA Board of Directors