



## **MEETING MINUTES for**

# **Kalamazoo County Consolidated Dispatch Authority FINANCE COMMITTEE May 3, 2022**

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### **ITEM 1 – CALL TO ORDER**

The Regular Meeting of the Finance Committee, held in the Chief Switalski Meeting Room, was called to order by Chair Don Martin at 2:00 p.m. on Tuesday, May 3, 2022.

### **ITEM 2 – ROLL CALL**

Members Present: Don Martin, Victor Ledbetter, Jeff VanderWiere, Bryan Ergang, Dale Shugars, Jim Ritsema

Others Present: Matt Beauchamp, Jeff Troyer, Torie Rose, Chris McComb

### **ITEM 3 – APPROVAL OF MEETING MINUTES**

A. November 30, 2021

“Motion by Mr. Ledbetter, second by Mr. VanderWiere to approve the minutes of the November 30, 2021, meeting of the Finance Committee.”

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

### **ITEM 4 - CITIZENS TIME**

There were no public comments.

### **ITEM 5 – FOR CONSIDERATION**

A. OLD BUSINESS

There was no old business.

B. NEW BUSINESS

1. Presentation of Fiscal Year 2021 Audit

Mr. Troyer presented the Fiscal Year 2021 Audit. He stated that representatives from Siegfried and Crandall were not able to attend this meeting but will present at the Board meeting for a formal presentation. Mr. Troyer noted that the only finding was the same as every year, that the same accounting firm that handles the audit produces the financial statements.

## 2. 2022 Budget Amendment – REVISION I

Mr. Troyer stated the memo in the agenda packet summarizes the Budget Amendment. He gave a review of the amendment and the three new projects. He stated that the Budget Performance Report incorporates all the changes and displays year-to-date expenditures.

Mr. Shugars asked Mr. Troyer if he could foresee anything significant coming up this year.

Mr. Troyer stated he did not foresee any significant projects for the remainder of the year. He noted that next year is the fifth operational year so the Center will be due for replacing most of the PC's and hardware that were purchased in 2018 when the operation went live. That will be a significant investment in equipment.

“Motion by Mr. Ritsema, supported by Mr. Ergang to support the 2022 Budget Amendment – REVISION I and recommend Board approval.”

On a voice vote, MOTION CARRIED.

## 2. OTHER ITEMS

### 1. Member Comments

Mr. Shugars stated that moving forward he would be the alternate on the Committee and Kevin Catlin, the new County Administrator, will be the primary from now on. He stated the Authority has a clean audit and is financially solid.

Mr. Martin thanked Mr. Troyer for his work on the audit and the budget.

Mr. Troyer stated that traditionally the Board has met in November and December to approve the budget. The Board of Directors is meeting every other month and as of right now, they do not have a regular meeting scheduled for December. He stated that we would like to get the budget through this committee for the Board meeting in November which means much of the personnel costs associated to insurance benefits will be estimates.

### 2. Next Meeting

The next regular scheduled meeting of the KCCDA Finance Committee will be held June 21, 2022, at 2:00 p.m. in the Chief Switalski Meeting Room.

### 3. Adjournment

The meeting was adjourned at 2:32 p.m.