



MINUTES

ORGANIZATIONAL MEETING

January 13, 2022

ITEM 1 – CALL TO ORDER

The Organizational 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 Thursday, January 13, 2022.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema; Matt Huber; Adam Herringa; Rick Fuller; John Gisler; Craig Dieringer; Don Martin; Dexter Mitchell; Scott Merlo; Chad Tackett

Others Present: Jeff Troyer; Sarah Clark; Marie Gleesing; Chris McComb

ITEM 3 – ORGANIZATIONAL ITEMS

- A. Election of 2022 Officers – Chairperson, Vice-Chairperson, Treasurer and Clerk

“Motion by Mr. Fuller, second by Mr. Mitchell to nominate the existing Officers for re-election to the same positions for 2022.”

On a roll call vote, Yes – 10, No – 0. **MOTION CARRIED.**

ITEM 4 - APPROVAL OF MEETING MINUTES

- A. December 9, 2021 – Regular Meeting

“Motion by Mr. Herringa, second by Mr. Martin to approve the meeting minutes for the December 9, 2021, Regular Meeting as presented.”

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

ITEM 5 - CITIZENS TIME

There was none.

ITEM 6 –FOR CONSIDERATION

A. Executive Director Report

1. Administration's Monthly Report

Mr. Troyer gave an overview of the monthly administrative report included in the packet. He stated the shelters were to be delivered to the new tower sites this week and the tower delivery will begin next week. He stated it would take three days to set towers at Oshtemo, Portage and Augusta. WMU is meeting with the Economic Development Administration this week, so we should close on the property soon and get moving on the site. Troyer stated it's his goal to put together an annual report starting this year to send to partner agencies. He hopes to have that done by the end of April.

2. December Reconciliation Reports

Mr. Troyer reviewed the December bank statement reconciliation reports and there were no questions.

3. Year-to-Date Budget Performance Report

- a. FY-2022
- b. FY-2021

Mr. Troyer stated the 2021 audit is scheduled for February 28, March 1 and 2.

4. Correspondence

There was none.

B. Committee Reports

1. Executive Committee – Jim Ritsema

Mr. Ritsema stated the Executive Committee met and reviewed the agenda.

2. Personnel Committee – Adam Herringa

Mr. Herringa stated the Personnel Committee is scheduled to meet on January 25th to start working on the Executive Director's performance evaluation.

3. Technical Advisory Committee – Scott Merlo

Mr. Merlo stated the Technical Advisory Committee met but had nothing new to report.

4. Finance Committee – Jeff Troyer

Mr. Martin stated the Finance Committee has not met and has nothing to report.

C. Old Business

There was none.

D. New Business

1. Bylaw Revisions

Mr. Troyer advised that everyone should've received notification of proposed Bylaw amendments/revisions. The Bylaws need to be revised to adhere to Michigan's Open Meetings Act. Mr. Troyer stated any revisions require written notification to members and he summarized the changes. No action is necessary today but rather the Board will consider the amendments to the Bylaws at the March meeting.

E. Other Items

1. Member Comments

Mr. Fuller stated the Sheriff's Office just had their twentieth employee test positive for COVID in the last ten days. Many are showing very few symptoms and have to be tested to know they are sick. There has only been two inmates test positive because they are still quarantined.

2. Next regular scheduled meeting – March 10, 2022

3. Adjournment

The meeting was adjourned at 3:46 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors