



MINUTES

REGULAR MEETING

November 10, 2022

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chairperson Jan VanDerKley at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, November 10, 2022.

ITEM 2 – ROLL CALL

Members Present: Matt Huber, Pat McGinnis, Vic Ledbetter, Jim VanDyken, John Gisler, William Fales, Don Martin, Steven Leuty, Jan VanDerKley, Scott Merlo, Chad Tackett (left at 4:19), Jim Ritsema (arrived 3:35), William Fales (arrived 3:48)

Others Present: Jeff Troyer, Victoria Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. September 8, 2022 – Regular Meeting

“Motion by Mr. Martin, second by Mr. Huber to approve the meeting minutes for the September 8, 2022, Regular Meeting as presented.”

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

ITEM 4 - CITIZENS TIME

There was none.

ITEM 5 – PUBLIC HEARING – 2023 BUDGET

There were no members of the public in attendance.

ITEM 6 - FOR CONSIDERATION

A. Executive Director Report

1. Administrative Monthly Report

Mr. Troyer stated the monthly report was included in the packet. He provided an update on the MPSCS/Kalamazoo Subsystem Expansion, noting we were scheduled for a January 17 – 19 Go Live.

2. September and October Reconciliation Reports

Mr. Troyer stated the actual reconciliation reports and statements were in the packet and there were no anomalies to note.

3. Year-to-Date Budget Performance Report

Mr. Troyer stated Revision I of the YTD budget performance was included in packet.

4. Correspondence

There was none.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

- a. Meeting minutes from September 6, 2022
- b. 2023 Board of Directors Meeting Dates

“Motion by Mr. Gisler, second by Mr. Merlo to accept the proposed 2023 Board of Directors Meeting Dates as presented.”

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

c. Kalamazoo County ARPA Grant Agreement

Mr. Troyer stated he doesn't believe there will be changes, as legal counsel has reviewed and approved. He stated each agreement must be approved by the County Board of Commissioners when amounts are inserted. He asked for approval now instead of waiting until January, with the note that Mr. Troyer will review any changes with counsel.

“Motion by Mr. Gisler, second by Mr. Ritsema to approve the Kalamazoo County ARPA Grant Agreement and to provide authority to Executive Director Troyer to make any necessary changes after counsel reviews.”

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

2. Personnel Committee – Pat McGinnis

a. Meeting Minutes from October 24, 2022

b. Reviewed: Personnel Policy Section 5.1 – Recognized Holidays, CBA with UAW Local 2990 Unit 5 Terms and Dispatch Supervisor Group Terms

Mr. Troyer reviewed the addition of Juneteenth and gave updates on the bargaining agreements with the UAW and Supervisor groups.

c. Update on Executive Director Performance Evaluation & Employment Agreement

Mr. McGinnis stated the Personnel Committee notes were included in the packet. He noted the committee meeting didn't have a quorum, but they discussed each item. He stated the Committee would be meeting again on Monday and it was important to have a quorum because they needed to get Jeff's evaluation done. The evaluation will be presented at the January meeting. He stated for anyone that had any feedback, please let him know.

3. Technical Advisory Committee – Bryan Ergang

a. Meeting Minutes from September 7, 2022

Mr. Ergang stated the committee met but didn't take action on any items. He stated Mr. Troyer presented an update on the MPSCS project the and the development of ECHO responses.

4. Finance Committee – Don Martin

a. Meeting minutes from October 25, 2022

b. Financial Audit Services for Fiscal Years 2022 – 2024

Mr. Troyer stated he received three proposals for audit services for the next three years. The current auditor was underbid by Kruggel Lawton. He stated he recommended, and the Finance Committee approved the bid from Kruggel Lawton.

“Motion by Mr. Gisler, second by Mr. Huber to approve the Executive Director to enter an engagement with Kruggel Lawton CPA for financial audit services for fiscal years 2022 through 2024.”

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

c. 2022 Budget Amendment – REVISION II

Mr. Troyer reviewed the memo highlights and asked for approval.

“Motion by Mr. McGinnis, second by Mr. Merlo to approve the 2022 Budget Amendment REVISION II with total expenditures of \$9,705,720.”

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

d. 2023 Budget Proposal

Mr. Troyer reviewed highlights of the 2023 budget proposal and asked for approval.

“Motion by Mr. Ritsema, second by Mr. Leuty to approve the 2023 Budget Proposal as presented.”

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

C. Old Business

There was none.

D. New Business

1. Personnel Policy Section 5.1 – Recognized Holidays

Mr. Troyer requested to add Juneteenth to the list of recognized holidays for the Authority.

“Motion by Mr. Leuty, second by Mr. McGinnis to approve the revision to Personnel Policy Section 5.1, adding Juneteenth to the list of recognized holidays.”

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

2. Collective Bargaining Agreement with UAW Local 2990 Unit 5

Mr. Troyer presented the Collective Bargaining Agreement for the ECO I and II positions. Reviewed wage increases, the addition of the Juneteenth holiday, longevity pay, increased holiday pay, and pay travel time for court appearances.

“Motion by Mr. Merlo, second by Mr. Martin to approve the three-year collective bargaining agreement with UAW Local 2990 Unit 5.”

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

3. Dispatch Supervisor Group Terms

Mr. Troyer stated the supervisors are not organized but we negotiate with them. Noted changes are a 6% wage increase, the addition of the Juneteenth holiday and a designated 457 contribution.

“Motion by Mr. Merlo, second by Mr. Huber to approve the Dispatch Supervisor Group Economic Terms for 2023 and 2024 as presented.”

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

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Martin stated it is amazing we have come this far in five years after thirty years in the making. He is so proud of where we are at.

Ms. VanDerKley wished everyone safe, healthy, happy holidays.

Mr. Troyer announced the Authority is hosting the Township Supervisors lunch on December 7 and invited the Board. He noted that the meeting starts at 10 and lunch will be around 11:30 or 12:00.

B. Next regular scheduled meeting – January 12, 2023 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 4:28 p.m.

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Chris McComb  
Deputy Clerk of KCCDA Board of Directors