



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY Governing Board of Directors Meeting Minutes Tuesday, January 10, 2012

The meeting was called to order by Vice-Chairman Sheriff Al Byam at 3:05 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Sheriff Al Byam, Vice Chairman, Office of the Sheriff Calhoun County
Brent Williams, City of Marshall
Steve Frisbie, Calhoun County Board of Commissioners
Ken Tsuchiyama, City of Battle Creek
Mike Herman, City of Albion
Susan Baldwin, City of Battle Creek
Lt. Dale Hinz, Michigan State Police

Directors Excused: Frank Peterson, AMSA
Jeff Albaugh, Township Association

Others Present: Jeff Troyer
Richard Lindsey
Captain Matt Saxton, Calhoun County Sheriff
Jill Fish
Steve Wart, Chief, Athens Fire Department

ANNUAL ORGANIZATIONAL MEETING

Ken Tsuchiyama made a motion to open nominations for CCCDA Chairperson and nominated Frank Peterson. Susan Baldwin seconded the motion.

All in favor.

Motion approved.

Brent Williams made a motion to close nominations and cast a unanimous ballot for Frank Peterson as CCCDA Chairperson. Susan Baldwin seconded the motion.

All in favor.

Motion approved.

Ken Tsuchiyama made a motion to open nominations for CCCDA Vice-Chairperson and nominated Sheriff Al Byam. Brent Williams seconded the motion.

All in favor

Motion approved.



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Brent Williams made a motion to close nominations and cast a unanimous ballot for Sheriff Al Byam as CCCDA Vice-Chairperson. Susan Baldwin seconded the motion.

All in favor.

Motion approved.

AGENDA APPROVAL

Mike Herman made a motion to approve the agenda as presented. Brent Williams seconded the motion.

All in favor.

Motion approved.

MEETING MINUTES

A correction to the December 2011 board minutes was noted by Susan Baldwin as she was indicated twice as an attendee. Meeting minutes corrected.

A motion to approve the December 2011 meeting minutes with corrections was made by Brent Williams and seconded by Ken Tsuchiyama.

All in favor.

Motion approved.

PUBLIC COMMENT

None

CONSENT AGENDA

1. Excuse Absent Board Members
2. December Check Register
3. 2011 Year-to-Date Budget Analysis
4. 2011 Statistics
5. Michigan Enhanced 911 Act Sub-Grant Application

A motion was made by Susan Baldwin to approve the Consent Agenda. Ken Tsuchiyama seconded the motion.

All in favor.

Motion Approved.

REPORTS

Technical Advisory Committee

Jeff discussed the VHF narrow-banding process, and the next steps that are anticipated in correcting issues that have arisen during this process. There have been several problems raised



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that are being investigated by Jeff, Brent Williams, and Radio Communications such as, false pager trips, radio signal strength, and signal coverage in the southern portion of Newton and Leroy Townships, and the eastern/northeastern side of the County.

The TAC committee will be holding its annual organizational meeting next week. Jeff asked governmental agencies with a TAC representative to name their TAC representative and alternate representative for the 2012 TAC organizational meeting.

Executive Director

Jeff noted that they are going through the 2011 calls for service for all of the agencies served by CCCDA. Jeff is pulling out TEST calls that were initiated to generate various CAD functions. Once these TEST calls have been deleted from each agencies 2011 calls for service, Jeff will be providing the 2011 data to each agency. In addition he will be updating the Call for Service formula spreadsheet with the new data.

Jeff noted that, at the direction of the CCCDA board, he sent electronic letters to Congressmen Walberg and Upton and Senators Levin and Stabenow voicing concerns about the Public Safety Spectrum legislation.

Jeff noted that he will be announcing the opening of the one dispatch position that has yet to be filled.

OLD BUSINESS

MERS

The MERS Defined Benefit plans have been completed. All CCCDA employees have been made whole going back to March 24, 2010.

NEW BUSINESS

Public Safety System RFP

Jeff discussed the City of Battle Creek's Public Safety System RFP. Battle Creek has release the RFP for a public safety system that includes a Records Management System (RMS), and Jail Management System (JMS) as well as language for a Computer Aided Dispatch (CAD) System and Mobile Data Software (MDCs). Jeff will be working with Battle Creek's Purchasing Agent, Chris Huff on this project. Jeff, Jill Fish and Tina Rasey will be attending the January 12, 2012 Pre-Bid meeting in Battle Creek.

Ken Tsuchiyama noted that the Battle Creek Police Department has been working off of the same IT platform for a great number of years, and the City is looking at replacing this outdated system. Ken would like to see county wide records connectivity, but understands that money is a factor for many agencies. The RFP has a tight time line which will be addressed by an addendum changing the dates noted in the RFP.



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Mike Herman asked if the new Records Management System that's selected by Battle Creek would tie into CCCDA's CAD system. Jeff noted that the RFP includes an interface to the current CAD system in the event CCCDA chooses not to pursue the vendor selected by the City (and possibly the County). In this circumstance, the interface would not be paid for by CCCDA simply because CCCDA cannot support a separate interface for every agency they serve. Jeff indicated that our CAD and Mobile functionality requirements included in this RFP as an optional add-on was an important step.

Ken indicated that the intent of the RFP was to bring in vendors to demonstrate their various modules and choose the vendor who would offer a solution that other agencies would have an opportunity to buy into if they so chose to do so.

PUBLIC COMMENT

None

Jeff noted that Mike Herman's retirement reception will be held on January 20, 2012. Mike will continue as the City of Albion's representative to the CCCDA Board.

ADJOURNMENT

Ken Tsuchiyama made a motion to adjourn the meeting at 4:21 p.m. Brent Williams seconded the motion.

All in favor

Motion approved.