



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday April 12, 2011

The meeting was called to order by Chairman Frank Peterson at 2:00 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Franklin Peterson, AMSA
Jeff Albaugh, Calhoun County Township Association
Ken Tsuchiyama, City of Battle Creek
Brent Williams, City of Marshall
Mike Herman, City of Albion
Steve Frisbie, Calhoun County Board of Commissioners
Doug Schutter, Michigan State Police – Post 57

Directors Excused: Susan Baldwin, City of Battle Creek
Al Byam, Calhoun County Sheriff

Others Present: Jeff Troyer Kelli Scott
Eric Miller Chief Jim Schwartz
Bob Kiessling Tim Hurtt, Kellogg Community College DPS
Richard Lindsey Lt. Scott McDonald
Jill Fish Steve Wart
Tom Hardy Family Kathie Powers
Jaimee Owens John Chrenenko, BCPD

AGENDA

Motion made by Mike Herman and seconded by Ken Tsuchiyama to approve the agenda as presented, with the addition of number five under new business – Local Surcharge.
All in favor; motion approved.

MEETING MINUTES

Motion made by Brent Williams, seconded by Ken Tsuchiyama to approve the minutes from the March 2011 meeting as presented.
All in favor; motion approved.

PUBLIC COMMENTS

None

CONSENT ITEMS

Motion made by Ken Tsuchiyama, seconded by Jeff Albaugh to approve the consent agenda as presented:

1. Excuse Absent Board Members: Sheriff Al Byam and Susan Baldwin
2. March Check Register
3. 2011 Budget Performance Report
4. 2010 Budget Performance Report (close-out)
5. 2011 Year-to-Date Statistics
6. MOU with Barry County Central Dispatch

All in favor; motion approved.

REPORTS

Technical Committee: Eric Miller noted that the MPSCS 800 MHz template was discussed, as well as the Suggestion/Conflict Resolution Form.

Executive Director Report: Two new employees have been hired as 9-1-1 telecommunicators: Patricia Andres and Sarah Schaafsma. They started April 10, and April 11 respectively. The last open dispatch position has been posted. Interviews will be held at the end of April. Jeff presented the 9-1-1 "Funding the Future" to members of the Clarence Township Board. Jeff is looking forward to giving this presentation to members of the public. Jeff noted that five members of the dispatch staff attended the APCO Spring Training in Shelbyville. Four dispatchers attended the 'Survive & Thrive' training in Charlotte, and two dispatchers will be attending the 40 hour Advanced Dispatching class. The VHF sub-committee will be meeting on April 13, 2011 and will be reporting back to the TAC Committee regarding the various issues being addressed by the narrow banding process at their next meeting scheduled for April 21, 2011.

OLD BUSINESS

MERS Update: Troyer reported MERS representatives have received a plan from the City of Battle Creek regarding the transfer of MERS assets to CCCDA. The City has not provided MERS a date as to when the deposit of the assets will be made. Troyer advised that Karima from MERS and he will continue to work adamantly in order to complete the process.

NEW BUSINESS

Recognition of Tom Hardy: Jan Hardy, Jon Hardy, Kim Hardy, and Kendra Hardy, and members of the Athens Fire Department were present to receive recognition of the late Athens Fire Chief Tom Hardy. Chairman Peterson requested Troyer read the resolution for consideration:

RESOLUTION 2011-02

WHEREAS: Tom Hardy was active in the fire service for seventeen years and the Fire Chief for Athens from 1998 until 2010;

WHEREAS; Chief Tom Hardy provided the community of Athens with a professional and committed fire service that reflected lives saved and property safeguarded;

WHEREAS; Chief Tom Hardy represented the Calhoun County Fire Chief's Council on the Calhoun County E 9-1-1 Board for twelve years and later became the Fire Chief's Council representative on the Calhoun County Consolidated Dispatch Authority Technical Advisory Committee;

WHEREAS; Chief Tom Hardy actively participated in the Calhoun County 9-1-1 dispatch consolidation efforts and advocated the necessity for streamlined 9-1-1 service that would provide the citizens of Calhoun County with effective and timely responses to all emergencies;

NOW THEREFORE BE IT RESOLVED that, the Governing Board of Directors for the Calhoun County Consolidated Dispatch Authority recognizes Chief Tom Hardy's dedication and commitment for his years of service to the Athens Fire Department, the citizens of Calhoun County, and the Calhoun County Consolidated Dispatch Authority;

BE IT FURTHER RESOLVED that, Calhoun County Consolidated Dispatch Authority thanks Chief Tom Hardy for his service and leadership; God speed.

Motion made by Jeff Albaugh supported by Brent Williams to adopt resolution 2011-02.
All in favor; motion approved.

Chairman Frank Peterson presented a framed resolution and shadow box to the Hardy family. The resolution and shadow box will hang in the Calhoun County Consolidated Dispatch Authority lobby in recognition of the late Athens Fire Chief Tom Hardy. Chairman Peterson thanked the Hardy family for Tom's dedication to CCCDA and 9-1-1 service in Calhoun County.

Dispatcher Recognition: Marshall Police Department Chief Jim Schwartz and Lt. Scott McDonald presented CCCDA 9-1-1 telecommunicators Kathie Powers, and Jaimee Owens each with a Certificate of Recognition. Kathie and Jaimee were dispatching on the night of December 9, 2010 when an elderly Marshall resident was reported missing. Along with Kim Grafton, Rhonda Siegel, Lavonne March, Marty Ftacek and Christine Robinson, Kathie and Jaimee worked for a number of hours to track the missing person using mobile phone technology. The missing gentleman was located by law enforcement personnel due to the

hard work and information gathered by CCCDA 9-1-1 dispatch staff. Happily, the missing gentleman was returned to his family.

Kellogg Community College Department of Public Safety: Jeff Troyer advised the board that Kellogg Community College (KCC) Board of Directors has authorized the creation of their own Department of Public Safety. Tim Hurtt is the Chief of that agency and has requested CCCDA provide dispatch service to the agency. MCOLES has authorized this agency as well as LEIN providing an ORI to KCC DPS. At this time KCC DPS will not have an MDC. The KCC DPS will operate from 8 a.m until 5 p.m. The Battle Creek Police Department would cover calls for service at the North Avenue campus when KCC DPS is not on duty. There have been 33 calls for service at the North Avenue campus in 2011. There were 150 calls for service in 2010 at the North Avenue campus. Using the call-for-service fee formula as a basis for funding, an average annual cost of between \$2,300.00 and \$2,700.00 would be billed to KCC for dispatch services.

A motion was made by Ken Tsuchiyama and seconded by Mike Herman to approve Chief Hurtt's request for dispatch service for a charge/fee of \$2,250 for a full year but to be prorated this year.

All in favor; motion approved.

Cereal City Corporate Cup: Jeff shared with the board that member of the 9-1-1 dispatch staff requested to participate in the Cereal City Corporate Cup again this year. A sponsorship costs \$700.00 for the team with less than 100 employees participating in the various Cup activities. These groups can be comprised of employees from several different employers. Jeff encouraged agencies to have their employees participate along with CCCDA 9-1-1 staff members to create teams for participation in the Cup. Ken Tsuchiyama advised that the corporate cup is a fitness and wellness program that the city has participated in for several years.

A motion was made to authorize the \$700.00 sponsorship fee by Brent Williams and seconded by Ken Tsuchiyama.

All in favor; motion approved.

Local Surcharge: Jeff advised that the countywide local 9-1-1 surcharge has to be annually approved by the Calhoun County Board of Commissioners. The CCCDA Board should make the recommendation to the Board of Commissioners to maintain the .60 cent surcharge rate.

A motion was made by Brent Williams and seconded by Mike Herman to recommend to the County Board of Commissioners to continue to collect the local 9-1-1 surcharge at the current rate - \$.60 - for July 2011 thru June 2012.

All in favor; motion approved.

PUBLIC COMMENTS

A discussion was had about the status of the Funding the Future of 9-1-1 presentation. Several units of government wanted to know how other units of government thought about

the various funding choices that were presented. Troyer advised that he has received quite a few responses from local units of government but hasn't received anything from the AMSA agencies or the City of Battle Creek. Troyer further stated that he has not reviewed the responses but rather they sit in a confidential envelope in his office. Richard Lindsey asked that if the consensus was to go to the voters for a surcharge increase, there has been some questions as to when that would be as well as who would pay for it. It was agreed that this topic would be discussed at the next CCCDA board meeting.

Meeting adjourned at 3:37 p.m.