



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, September 12th, 2017 3 p.m.

Law Library

Calhoun County Administrative Building

The meeting was called to order by Chairperson Matt Saxton at 3:03 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL:

Directors Present: Matt Saxton, Chairman
Ken Snyder, City of Albion
Dave Wood, Michigan State Police
Susan Baldwin, City of Battle Creek (Seat #2)
Brent Williams, City of Marshall
Steve Frisbie, County Board of Commissioners
Jim Blocker, City of Battle Creek (Seat #1)

Directors Excused: Jeff Albaugh, Township Association
Steve Frisbie, County Board of Commissioners
Jim Blocker, City of Battle Creek (Seat #1)

Others Present: Rich Feole, CCCDA
Kim Grafton, CCCDA
Haley Snyder, CCCDA

AGENDA APPROVAL

A motion was made by Jim Blocker to approve the September 12, 2017 CCCDA Governing Board agenda. The motion was seconded by Brent Williams.

All in favor
Motion approved

MEETING MINUTES

A motion was made by Ken Snyder to accept the August 8, 2017 CCCDA Governing Board minutes. The motion was seconded by Susan Baldwin.

All in favor

Motion approved

PUBLIC COMMENT

CONSENT AGENDA

The following items were listed on the Board's consent agenda:

1. Excuse Absent Board Members
2. Check Register: August 1st – August 31st
3. Year-to-Date Budget Performance Reports
4. 2017 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence

A motion was made by Brent Williams to approve the September 2017 Consent Agenda. The motion was seconded by Jim Blocker.

All in favor

Motion approved

EXECUTIVE DIRECTOR'S REPORT

Executive Director Feole reported on the following items:

- 1. Project Updates** – Feole announced that updates to the Rittenhouse Tower Site are almost complete. A new generator and LED lighting are currently being installed. The permits have been received from Consumers and Semco Energy for the BCPD tower site. Feole stated that Motor Shop Electrical has some used equipment that will be placed next to the tower site.

Feole stated that there are still issues with the new phone system. The network connection with Climax Telephone (CTS) has lost connection several times – all due to maintenance issues. A phone conference was held with PFN and INdigital to discuss this issue. Feole stated that they are aware of how important this issue is and PFN is looking to remove the primary connection with CTS and utilize a fiber connection through AT&T and WOW! Cable. Currently, our backup connection is through WOW! Cable using a cable modem. Feole said that it is unfortunate this has happened because after speaking with other centers across the state, they have not experienced these types of issues.

- 2. Smart 9-1-1** – Feole announced that CCCDA has gone live with Smart 9-1-1. A successful Smart 9-1-1 chat session was had between a dispatcher and an individual unable to call into the center.

3. **2017 Fall APCO Conference** – The 2017 fall APCO Conference will take place September 19th - 22nd in Tustin, Michigan. Executive Director Feole, Deputy Director Grafton, and five others from the dispatch center will be attending this year’s conference. Feole stated that this will be the final single APCO conference.
4. **9-1-1 goes to Lansing** – Feole stated that 9-1-1 Directors were able to meet with State Rep. John Bizon and Senator Mike Nofs to discuss their support for SB 400 and HB 4651. Several Directors provided testimonies before the Senate Energy and Technology Committee on SB 400.

OLD BUSINESS

1. **Director Performance Review** – Executive Director Feole was presented with a completed Performance Evaluation. A general discussion was held regarding the evaluation. Director Feole was asked to review the evaluation and provide any questions or comments at October’s meeting.

A motion to approve the Performance Evaluation as presented was made by Steve Frisbie, seconded by Brent Williams.

All in favor
Motion approved.

NEW BUSINESS

PUBLIC COMMENTS

No public comment provided.

ADJOURNMENT

A motion was made by Susan Baldwin, seconded by Steve Frisbie to adjourn the meeting.

All in favor
Motion approved

Meeting was adjourned at 3:45pm by Chairperson Matt Saxton.