



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

GOVERNING BOARD OF DIRECTORS Meeting Minutes Tuesday September 13, 2011

The meeting was called to order by Chairman Frank Peterson at 3:05 p.m. in the Law Library of the Calhoun County Administrative Building.

ROLL CALL

Directors Present: Frank Peterson, Chairman - AMSA
Brent Williams, City of Marshall
Steve Frisbie, Calhoun County Board of Commissioners
Susan Baldwin, City of Battle Creek
Mike Herman, City of Albion
Lt. Dale Hinz, Michigan State Police
Jeff Albaugh, Township Association
Sheriff Al Byam, Calhoun County Sheriff Department

Directors Excused: Ken Tsuchiyama, City of Battle Creek

Others Present: Jeff Troyer
Richard Lindsey
Jill Fish
Sarah Lambert

AGENDA

Motion made by Brent Williams and seconded by Susan Baldwin to approve the agenda as presented. All in favor
Motion approved.

MEETING MINUTES

Motion made by Brent Williams and, seconded by Susan Baldwin to approve the minutes from the July 2011 meeting. All in favor
Motion approved.

PUBLIC COMMENTS

None

CONSENT ITEMS

Motion made by Jeff Albaugh and, seconded by Steve Frisbie to approve the consent agenda as presented:

1. Excuse Absent Board Members – Ken Tsuchiyama
2. July 2011 Check Register
3. August 2011 Check Register
4. 2011 Budget Performance Report
5. 2011 Year-to-Date Statistics
6. MERS Joint Transfer Agreement – City of Battle Creek

All in favor.

Motion approved.

REPORTS

TAC

TAC Chairman Eric Miller was not present. Herman announced that Chief Miller will be taking the chief's position in Bainbridge Georgia; his last day is September 23rd. Scott Kipp will act as the interim chief for Albion DPS.

Executive Director

Jeff reviewed the issues that were encountered when the backup PSAP site located in the basement of Battle Creek Police Department, experienced a lightning strike. The strike took out the radio consoles, base stations, and the back-up telephone system. A few of our tower sites were also struck by lightning. Due to the impact of the lightning, the software/firmware upgrade scheduled for the telephone system at the primary PSAP has been delayed. The upgrade will be rescheduled after the backup PSAP site is functioning. Two new hires – Lindsay Russell and Kelsey Hinkley - started training on September 11, 2011. Our Narrow Banding Project is getting closer. The narrow banding for Battle Creek Fire Department is slated to begin on Monday October 24, 2011. It is expected to take one full day and then we will begin on Township Fire. The narrow banding process will conclude with the County Fire frequency. A projected completion date for this process is before November 15th if the weather remains fair. If inclement weather occurs or we run into problems with City or Township Fire, County Fire will be delayed until December 1st. Jeff reported that a plan was introduced by Representative Richard LeBlanc (D-Westland) to reduce the number of PSAPs in the State of Michigan to 10. A discussion regarding this issue was had. Jeff will be meeting with Speaker of the House Jase Bolger regarding LeBlanc's plan. Associate Policy Advisors from the House Republican Policy Office will be visiting our dispatch center to observe how our consolidation process achieved success. A meeting about PSAP consolidation will occur after the tour.

OLD BUSINESS

MERS Update – Actuarial study should be completed shortly. Jeff has spoken with our MERS representative about the ongoing processes.

NEW BUSINESS

FCC License Transfer Agreements

Jeff presented agreements to transfer FCC licenses WPZN392 (Marshall), KQB615 (Calhoun County) and KCT488 (Battle Creek). If approved by the CCCDA board, these agreements will transfer the License for Use of corresponding VHF frequencies to CCCDA . This is necessary in order to make the changes to the County Fire frequency as previously determined. The only long term liability with these agreements is the cost of a separate FCC license application in the event that the County or Battle Creek requests a separate license for a frequency not being utilized by CCCDA.

Jeff Albaugh made a motion to accept the VHF license transfers. The motion was seconded by Steve Frisbie.

Motion approved.

Funding Subcommittee – Future Funding Recommendation

Jeff advised that the members of the 9-1-1 Funding Sub-Committee met and evaluated how other PSAPs fund their 9-1-1 centers as well as the feedback received from the presentations. Fiscal details and possible outcomes depending on the plan chosen were discussed by the sub-committee. It was noted that citizens tend to support essential services on a fee basis versus a millage. Jeff expressed concerns in regards to local government relations and CCCDA's position legally if they don't attempt the surcharge. A discussion about moving this process forward was had. It was noted that if a surcharge vote does not pass with the voters, the 'Call for Service' funding plan model will be initiated. This two step funding plan would allow units of government and CCCDA to be prepared regardless of the outcome. If the Board supports this approach, Jeff will conduct and 10 year budgetary analysis for the center as well as investigate any legislative initiatives that might have an impact on our local funding efforts. Board members agreed that they hope all public safety agencies in the county help to support this plan.

Jeff Albaugh made a motion to approve the Funding Sub-Committee's plan. Mike Herman seconded the motion.

Motion approved.

The meeting was adjourned at 3:50 p.m.

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