



# Calhoun County Consolidated Dispatch Authority

*Serving Our Community One Call at a Time*

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## **CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**

**Governing Board of Directors**

**Meeting Minutes**

**Tuesday, November 13, at 2:30 p.m.**

**Law Library**

**Calhoun County Administrative Building**

The meeting was called to order by Chairman Matt Saxton at 2:32 P.M.

### **ROLL CALL:**

Directors Present: Matt Saxton, Chairman  
Jeff Albaugh, Vice-Chairperson  
Susan Baldwin, City of Battle Creek (Seat #2)  
Steve Buller, Area Metropolitan Services Agency  
Steve Frisbie, County Board of Commissioners, via telephone  
Jim Coleman, Michigan State Police  
Ken Snyder, City of Albion

Directors Excused: Brent Williams, City of Marshall  
Jim Blocker, City of Battle Creek (Seat #1)

Others Present: Rich Feole, CCCDA  
Kim Grafton, CCCDA  
Kate Chism, CCCDA

### **AGENDA APPROVAL**

A motion was made by Susan Baldwin to approve the November 13, 2018 CCCDA Governing Board agenda. The motion was seconded by Jim Coleman.

All in favor  
Motion approved



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## **MEETING MINUTES**

A motion was made by Susan Baldwin to accept the October 9, 2018 CCCDA Governing Board minutes. The motion was seconded by Jim Coleman.

All in favor  
Motion approved

## **PUBLIC COMMENT**

No public comment was provided.

## **CONSENT AGENDA**

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

1. Excuse Absent Board Members
2. Check Register: October 1-October 31
3. Year-to-Date Budget Performance Reports
4. Quality Assurance Reports
5. 2018 Year-to-Date Statistics
6. General Correspondence

A motion was made by Susan Baldwin to approve the November 13, 2018 Consent Agenda. The motion was seconded by Jim Coleman.

All in favor  
Motion approved

**Employee of the Quarter Presentation**—Marty Uldriks  
Presentation of EOQ certificate given by Matt Saxton.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Feole reported on the following items:

1. **MMRMA Grant**- Check received as reimbursement for security cameras installed.
2. **Backup Center Test**- Successful test. One test call through CAD. Prior to getting disconnected in the system, one real medical call through and it was routed through without delay. Some permanent equipment being set up so there is less set up needed to activate. Thank you emails sent to various county employees for all the help and support throughout this process.



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- 3. October 20 Weather-** Strong winds on 10/20/18. Reports run, 420 calls came in in a two hour time frame. Facebook post made to inform citizens how to contact Consumers regarding arcing wires.  
There were unhappy callers due to non-response for issues of arcing wires which are still attached to poles.

## MEMBER COMMENTS

None.

## OLD BUSINESS

None

## NEW BUSINESS

- 1. 2019 Proposed Budget-** Public hearing will take place at the December board meeting. Director gave a brief overview of the proposed budget. Large fund balance. With that balance, paying Motorola contract with minimal interest. There should be a reduction in CFS formula. Susan clarified that the retirement payment has already been taken care of and there is nothing which needs to be paid off. There was further discussion regarding final numbers regarding COLA and MERS contributions, projected adjustments and how that will affect our budget. Discussion regarding insurance costs and raises, along with possible large projects which might be up coming.

Discussion came about regarding a lease to a tower site. There is no known information on the lease from anyone on the board, lots of questions from board members about who might hold the lease and who might have more information, a collaborative brainstorm. Ongoing questions regarding ownership of all of our tower sites and if an inventory is known.

A question was brought up as to if we are aware of any big projects upcoming which will affect the budget. Matt questioned if we needed to ear mark any special funds. Steve Frisbie suggested a plan of asset management; look into life expectancy into our large equipment.

Matt suggested then looking into possibilities of new tower sites.

## PUBLIC COMMENTS

No public comment provided.

## ADJOURNMENT

Meeting was adjourned at 3:16 P.M. by Chairperson Matt Saxton.