



# 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 December 13, 2011**

The meeting was called to order by Chairperson Frank Peterson at 3:02 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  
Ken Tsuchiyama, City of Battle Creek  
Mike Herman, City of Albion  
Jeff Albaugh, Township Association  
Sheriff Al Byam, Office of the Sheriff Calhoun County  
Lt. Dale Hinz, Michigan State Police

Others Present: Jeff Troyer  
Richard Lindsey  
Jill Fish

#### **AGENDA**

Motion made Al Byam and seconded by Jeff Albaugh to approve the agenda as presented.  
All in favor  
Motion approved.

#### **MEETING MINUTES**

Motion made by Al Byam and seconded by Ken Tsuchiyama to approve the minutes from the November 2011 CCCDA Governing Board of Directors.  
All in favor  
Motion approved.

#### **PUBLIC COMMENTS**

None

#### **2012 BUDGET - PUBLIC HEARING**

Public Hearing Opened at 3:04 p.m. to review the 2012 CCCDA Budget by Chairman Frank Peterson.



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Jeff Troyer provided an overview of the 2012 Budget. The primary highlight of next year's budget is a 9% decrease in general fund contributions (dispatch service charges). Several small capital improvement projects were identified by Jeff Troyer including a multi-bridge server upgrade that will allow full LEIN access at three dispatch positions, HVAC upgrades for several tower site buildings and a wireless headset project for the dispatch consoles. The 2012 budget reflects expenditures totaling \$3,336,231; anticipating a surplus just under \$200,000. Jeff Troyer was asked about dispatch staff positions and whether or not the center was adequately staffed. Troyer stated that the current approved positions provide adequate staffing.

Public Hearing closed by Chairman Frank Peterson at 3:16 p.m.

Mike Herman made a motion to accept the 2012 CCCDA budget with total expenditures \$3,336,231; and an anticipated surplus of \$198,725. Jeff Albaugh seconded the motion.

All in favor

Motion approved.

## **CONSENT ITEMS**

1. Excuse Absent Board Members
2. November Check Register
3. 2011 Year-to-Date Budget Performance Report
4. 2011 Year-to-Date Statistics
5. Affidavit/Proof of Publication – Notice of Public Hearing
6. Enhanced 9-1-1 Act Grant – Letter of Interest

Mike Herman made a motion to accept the Consent Agenda as presented. Jeff Albaugh seconded the motion.

All in favor.

Motion approved.

## **REPORTS**

TAC – A brief overview of the narrow banding upgrade was outlined by Jeff Troyer. Susan Baldwin asked why the fire departments in Calhoun County couldn't migrate to the MPSCS 800 radio system. A discussion was had regarding the capabilities of the State's 800 MHz system as well as the need to maintain a separate system for paging/toning Fire Departments.

Executive Director – Jeff Troyer reviewed the statistics for the November 29, 2011 snow storm. The 9-1-1 center received 1,038 calls for service between 7 p.m. and midnight.

Narrow banding the County Fire frequency: various issues that were encountered during the narrow banding for the County fire frequency were addressed by Jeff. Brent Williams has been an important participant in the narrow banding process especially with the 4 Mile Road tower



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site issues and upgrade. Signal strength testing will occur in areas operating on County and Township Fire frequencies to assess coverage.

## **OLD BUSINESS**

MERS Update: Jeff Troyer noted that all invoices have been received and payment should be deposited tomorrow. The last of the paperwork has been completed.

## **NEW BUSINESS**

Antenna Site Lease Agreement: The lease agreement with Radio Communications for the tower site at 176 Meachem St, Battle Creek (Radio Communications shop site) was shared with the CCCDA board for their approval. The agreement presented by Radio Communications initially reflected a 7 % annual increase. Troyer and Lindsey were able to reduce that amount to 2% annually.

Brent Williams made a motion to approve the lease agreement as presented. Susan Baldwin seconded the motion.

All in favor

Motion approved

Michigan 9-1-1 GIS Grant Project: Jeff Troyer presented the CCCDA board with a grant opportunity from the State of Michigan. The grant will allow agencies to no longer rely on a selective router to obtain mapping information, and also allow for shared GIS mapping between other agencies and departments. Jeff has met with members of the Calhoun County Road Commission and the Calhoun County GIS department to see about coordinating this effort if the grant is approved. This grant would greatly enhance the ability of public service agencies/departments in Calhoun County to gather accurate mapping data. Jeff noted the short turnaround time for the grant's submission to the State and the requirements for the project's completion which are also very limited. Steve Frisbie made a motion to move forward with the grant application. Susan Baldwin seconded the motion.

All in favor

Motion approved

2012 Meeting Dates: The proposed 2012 CCCDA Governing Board of Directors meeting dates were reviewed. The October meeting date was changed from October 19, 2012 to October 9, 2012.

Jeff Albaugh made a motion to accept the 2012 CCCDA Board meeting schedule with the October correction (the second Tuesday of each month at 3:00 p.m.). Ken Tsuchiyama seconded the motion.

All in favor

Motion approved.



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## **PUBLIC COMMENT**

None

## **MEMBER COMMENT**

Brent Williams discussed the Public Safety Broadband Spectrum Allocation legislation being proposed by the U.S. Congress. Brent shared the serious concerns about this bill that would turn over Public Safety Governance of public safety communications to a private administrator. Brent asked that CCCDA board members allow Jeff Troyer to contact our legislators in Congress to voice the concerns of the CCCDA board regarding this issue.

Brent Williams made the motion to approve Jeff Troyer to make contact with our U.S. legislators and express CCCDA's position. Mike Herman seconded the motion.

All in favor

Motion approved.

Meeting adjourned at 4:22 p.m.