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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

October 24, 2022 at 10:00 AM

Calhoun County Administrative Building- Law Library

315 W Green St, Marshall MI 49068

The meeting was called to order by Chair Jim Blocker at 10:03 AM

ROLL CALL:

Directors Present: Jim Blocker, Chairperson

Steve Frisbie, County Board of Commissioners

Kevin Leiter, Area Metropolitan Services Agency

Ryan Harvey, Township Association

Barry Schrader, Michigan State Police

Directors Excused:

Steve Hinkley, Vice-Chair

Ken Snyder, City of Albion

James Schwartz, City of Marshall

Kristin Blood, City of Battle Creek (Seat #2)

Others Present:

Michael Armitage, CCCDA

Robert Stahelin, CCCDA

Kate Chism, CCCDA

AGENDA APPROVAL

A motion was made by Kevin Leiter, to approve the October 24, 2022 CCCDA Governing Board agenda. The motion was seconded by Ryan Harvey.

All were in favor.

Motion was approved.

MEETING MINUTES

A motion was made by Barry Schrader to accept the September 20 and 26, 2022, CCCDA Governing Board minutes. The motion was seconded by Kevin Leiter.

All were in favor.

Motion was approved.

CONSENT AGENDA

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

1. Excuse Absent Board Members
2. Routine Agreements/Invoices
3. Check Register and Travel Reimbursement
4. Year-to-Date Budget Performance Reports
5. Monthly Call Statistics
6. Quality Assurance Reports
7. General Correspondence.

A motion was made by Steve Frisbie to approve the October 24, 2022, Consent Agenda. The motion was seconded by Ryan Harvey.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Call volume returned to normal volumes in September, following the increase from severe weather in August.
2. Training in Emerging Technology was attended by Michael and Tina.
3. Status lights on the dispatch floor have been installed and are operational.
4. Emergency Management WEA test alert was successful.
5. Staffing has changed, three full time trainees have resigned for various reasons.
6. Oral board interviews are being conducted.
7. Dispatcher Erica Nageldiner was named APCO trainer of the year.

A question was raised by Steve Frisbie about tracking for why staff resign. Is there something missing? Michael Armitage stated yes there is a system for tracking. There was a brief discussion regarding the current state of employment across the board.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Chair purchase: this is more of a challenging purchase than in previous years. Need to purchase a few chairs, see which ones are best liked, then make additional purchase of the favorites. There are nine chairs needed in total. All of the chairs to be purchased are 24/7 rated.
A motion was made by Steve Frisbie to allow the purchase of four chairs, as presented. The motion was seconded by Ryan Harvey.
All were in favor.
The motion passed.
2. Vest Hardware Refresh: This is an overdue project for the center. KCCDA will be leaving the hosted system soon and will alleviate some of the issues. A motion was made by Ryan Harvey to approve the workstation refresh, as presented. The motion was seconded by Barry Schrader.
All were in favor.
The motion passed.
3. Deputy Director PTO: A request for a one time drop of 40 hours PTO. There is no long-term liability. A motion was made by Barry Schrader to approve a one time PTO drop for Deputy Director Robert Stahelin. The motion was seconded by Ryan Harvey.
All were in favor.
The motion passed.
4. Budget Discussion: The budget is still in DRAFT form. There are still very many moving pieces like contract negotiations. The center is waiting on BCBS numbers. A general discussion took place among board members regarding items on the budget and "surprises" which have been discovered thus far; comfort level of board members reducing the fund balance to allow for CFS invoices to not increase; bond process; etc. No decisions were reached during this discussion.

PUBLIC COMMENT

There was no comment from the public.

ADJOURNMENT

The meeting was adjourned at 10:47 AM.