
**CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY
Governing Board of Directors
November 14, 2023, at 2:30 PM
Calhoun County Administrative Building- Law Library
315 W Green St, Marshall MI 49068**

The meeting was called to order by Chair Steve Hinkley at 2:30 PM

ROLL CALL:

Directors Present: Steve Hinkley, Chairperson
Barry Schrader, Michigan State Police
Eric Krause, City of Albion
Ryan Harvey, Vice-Chair
Deb Belles, Area Metropolitan Services Agency

Directors Excused: Shannon Bagley, City of Battle Creek (Seat #1)
Steve Frisbie, County Board of Commissioners
Patrick O'Donnell, City of Battle Creek (Seat #2)
Joe Caron, City of Marshall

Others Present: Michael Armitage, CCCDA
Robert Stahelin, CCCDA
Kate Chism, CCCDA

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

A motion was made by Deb Belles to approve the November 14, 2023, CCCDA Governing Board agenda with the addition of approving the September 12, 2023 meeting minutes. The motion was seconded by Eric Krause.

All were in favor.

Motion was approved.

MEETING MINUTES

1. A motion was made by Deb Belles to accept the October 17, 2023, CCCDA Governing Board minutes. The motion was seconded by Barry Schrader.

All were in favor.

Motion was approved.

2. A motion was made by Deb Belles to accept the September 12, 2023, CCCDA Governing Board minutes. The motion was seconded by Barry Schrader.

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, and Reimbursements
3. Check Register and Accounts Payable
4. Reports and Items to File

A motion was made by Ryan Harvey to approve the November 14, 2023, Consent Agenda. The motion was seconded by Barry Schrader.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Staffing- As anticipated, two employees in training and on schedule; three candidates with conditional offers; and one open posting.
2. QA- There is a lag of one month from a reporting standpoint. October has been posted and the numbers are trending correctly.
3. Washington Heights- The FFA approval of the tower is pending.
4. AT&T- The radio connection had been very unstable. There is still no response from them regarding our maintenance request. The service provider will be PFN.

OLD BUSINESS

None

NEW BUSINESS

1. Console project amendments- A quote for flooring pricing is still needed. The county is set to help with demolition work. Flooring pricing/ selection is what could push the project over budget. Solid surface flooring options are being considered. This is a better option for longer term wear and sound absorption. We would ask the county for a lease credit for the upgrade. The windows will be replaced.

A motion was made by Eric Krause to amend the budget for the console project, not to exceed \$90,000. The motion was seconded by Ryan Harvey. A roll call vote was taken: Steve Hinkley, yes; Ryan Harvey, yes; Barry Schrader, yes; Eric Krause, yes; Deb Belles, yes.

All were in favor.

The motion passed.

2. Motorola change order No. 4- This is a cost neutral change. BCFD will need radio upgrade for compatibility. A conversation is taking place with legal counsel to making an agreement with BCFD for CCCDA to have ownership of those radios.

A motion was made by Deb Belles to accept the change order as presented. The motion was seconded by Barry Schrader.

All were in favor.

The motion passed.

3. 2024 Insurance premiums- The spread sheet previously utilized has some formula errors. A new spread sheet will be created for use moving forward. A stipend for employer HSA contributions will continue. Not many employees opt for the PPO plan. Overall, the rates are under the allowable cap.

A motion was made by Deb Belles to accept the rates for 2024 as presented. The motion was seconded by Eric Krause.

All were in favor.

The motion passed.

4. Vesta on-site controller- This topic was previously discussed during the refresh. Currently CCCDA is on a shared server located in Grand Rapids. There are still issues with disconnection; other counties on the shared server are also experiencing similar issues. It is not recommended for an agency the size of CCCDA to be on a shared server. Discussion was had among members regarding payment options, utilizing bond proceeds, and savings for paying upfront. A motion was made by Ryan Harvey to accept the proposal as presented. The motion was seconded by Eric Krause.

All were in favor.

The motion passed.

5. FY2024 budget memo- Michael Armitage presented high lights of the 2024 budget. MERS continues to be a red flag this year. The increase in the rate is included in the proposed budget but is not sustainable. Options for correction were discussed among the group. These options included dedicating some funds from the fund balance to catch up as able and formulating a buy out plan for employees to convert to a DC plan. A general discussion took place among members regarding line item highlights and considerations for the future.
6. Legal counsel update- CCCDA has utilized county legal services without payment over a period of time. Jim Dyer has retired and the county has not yet hired a replacement. CCCDA is not in a position to wait. Dave Revore is the

attorney for the City of Marshall and has a working relationship with Jim Dyer. A discussion took place regarding items needing immediate attention, the possibility of entering a six month contract with an attorney, and what other centers in the area are doing. A motion was made by Barry Schrader to allow Michael Armitage to enter into a six month contract with Dave Revore on an hourly basis. The motion was seconded by Eric Krause.

All were in favor.

The motion passed.

PUBLIC COMMENTS- Three-minute limit per person; see public comment policy.

None.

BOARD COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 3:31 PM.