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**CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**  
**Governing Board of Directors**  
**November 8, 2022 at 2:00 PM**  
**Calhoun County Administrative Building- Law Library**  
**315 W Green St, Marshall MI 49068**

The meeting was called to order by Chair Jim Blocker at 2:34

**ROLL CALL:**

Directors Present:            Jim Blocker, Chairperson  
                                     Steve Frisbie, County Board of Commissioners  
                                     Kevin Leiter, Area Metropolitan Services Agency  
                                     Ryan Harvey, Township Association  
                                     Ken Snyder, City of Albion

Directors Excused:

                                     Steve Hinkley, Vice-Chair  
                                     Barry Schrader, Michigan State Police  
                                     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 Steve Frisbie to approve the November 8, 2022, CCCDA Governing Board agenda with the addition of the Indigital contract to New Business and closed session to be placed after Public Comment. The motion was seconded by Kevin Leiter.

All were in favor.

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Michael Armitage, Executive Director • Robert Stahelin, Deputy Director

Motion was approved.

## **MEETING MINUTES**

A motion was made by Kevin Leiter to accept the October 24, 2022, CCCDA Governing Board minutes. The motion was seconded by Steve Frisbie.

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 Ken Snyder to approve the November 8, 2022, Consent Agenda. The motion was seconded by Ryan Harvey.

All were in favor.

Motion was approved.

## **EXECUTIVE DIRECTOR'S REPORT**

1. Motorola/ MPSCS/ County IT- A cyber assessment was taken by employees. This is a free service offered by the state and gives recommendations for areas of improvements.
2. 911 Goes to Washington- Director Armitage has been invited to attend this event with all expenses paid. This will take place in 2023.
3. Director Armitage Out of Office- Director Armitage will be on PTO November 18-21.

A brief discussion took place among board members updates on funding for the tower project. It was suggested to possibly find new/different contacts in order to keep things moving forward with the project.

## **OLD BUSINESS**

1. None.

## **NEW BUSINESS**

1. Vehicle Purchase- The radio/tower projects bring on a need for transporting equipment and visiting construction sites. There are also PERC events and out of town trainings. Pricing for MiDeal is changing, if no action is taken now, the pricing will not be the same. Berger Chevrolet has the Tahoe on the lot and there would be no wait time. There would be future costs for paint/markings.

A motion was made by Steve Frisbie to authorize Director Armitage to purchase a 2023 Chevy Tahoe, as presented. The motion was seconded by Ryan Harvey

All were in favor.

The motion passed.

2. Lease Amendment- There is a need for additional storage space related to housing radio equipment and programming radios on an ongoing basis. The lease would begin in 2023 at the cost of \$3683.00 annually.

A motion was made by Ken Snyder to authorize Director Armitage to sign the lease agreement for additional space, as presented. The motion was seconded by Steve Frisbie.

All were in favor.

The motion passed.

3. Roe-Comm Service Agreement- There is a slight increase in price from last year. This is a year to year contract.

A motion was made by Kevin Leiter to authorize Director Armitage to sign the contract as presented. The motion was seconded by Steve Frisbie. A recommendation was made to work on a sunset date for the VHF system.

All were in favor.

The motion passed.

4. Proposed FY 2023 Budget- The proposed budget is a worst case scenario budget. A public hearing notice will be posted for the December Governing Board meeting. A brief discussion took place regarding some of the highlights of the proposed budget included health care costs, equipment costs, and fund balance status.

5. Indigital- Further investigation with Indigital revealed the invoice in 2019 was not paid due to a dispute in cost. There was a subsequent billing error resulting in no further billing. The current maintenance agreement is for 2023-2027.

A motion as made by Steve Frisbie to authorize Director Armitage to sign the maintenance agreement as presented. The motion as seconded by Ken Snyder.

All were in favor.

The motion passed.

## **PUBLIC COMMENT**

There was no public comment.

## **CLOSED SESSION**

To consider a written opinion of counsel, as permitted under MCL 15.268 (1)(h) (Open Meetings Act).

A motion was made by Steve Frisbie to enter in to closed session. The motion was seconded by Ryan Harvey.

A roll call vote was taken.

Jim Blocker, yes; Steve Frisbie, yes; Ken Snyder, yes; Kevin Leiter, yes; Ryan Harvey, yes. All were in favor. The motion passed.

The meeting entered into closed session at 3:21 PM.

The meeting reentered into open session at 3:39 PM.

## **ADJOURNMENT**

The meeting was adjourned at 3:39 PM.