



Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY
Governing Board of Directors
December 12, 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
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
Eric Krause, City of Albion
Ryan Harvey, Vice-Chair
Deb Belles, Area Metropolitan Services Agency

Directors Excused:

Barry Schrader, Michigan State Police

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 December 12, 2023, CCCDA Governing Board agenda meeting minutes. The motion was seconded by Joe Caron.

All were in favor.

Motion was approved.

Public Hearing- FY2024 Budget

A motion was made by Eric Krause to open the public hearing. The motion was seconded by Joe Caron.

All were in favor.

The motion passed.

No members from the public were present.

Michael Armitage gave a brief overview of the proposed budget. There were slight changes made, reflected in the present materials from the last presentation. All were favorable changes.

There were no questions/comments from the public.

A motion was made by Eric Krause to close the public hearing. The motion was seconded by Patrick O'Donnell.

All were in favor.

The motion passed.

MEETING MINUTES

1. A motion was made by Deb Belles to accept the November 14, 2023, CCCDA Governing Board minutes. The motion was seconded by Joe Caron.

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 Patrick O'Donnell to approve the December 12, 2023, Consent Agenda. The motion was seconded by Steve Frisbie.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Staff trainings continue as normal.
2. Employment is currently at 19 FT, one in training, two in the hiring process, and three vacancies.
3. Rave Alerts/ Smart 911 active account increase. Homer is now on board.
4. Camera upgrades are needed. A meeting with County IT took place. The County is looking at upgrades to their camera system, it would be most beneficial to piggyback with their project. An upgrade is needed. There are no solid numbers yet.
5. Medical control Authority and LEIN procedures are being updated.
6. Quality Assurance reports are showing improvements are being made. Training is being done for areas of concern.
7. Calls for Service Statistics are included in the packet.

A question was asked regarding bandwidth after CommandAware has been live. Michael Armitage informed the group that no known camera feed issues have been reported at this time.

OLD BUSINESS

None

NEW BUSINESS

1. Out of State Travel- This travel is for employees to attend trainings. This was traditionally done for employees with perfect attendance only. This policy changed to allow more employees to attend relevant trainings and allows for a more controlled number.

A motion was made by Ryan Harvey to approve the out of state travel as presented. The motion was seconded by Steve Frisbie.

A roll call vote was taken. Steve Hinkley, yes; Ryan Harvey, yes; Steve Frisbie, yes; Eric Krause, yes; Deb Belles, yes; Shannon Bagley, yes; Patrick O'Donnell, yes; Joe Caron, yes.

All were in favor.

The motion passed.

2. Resolution 2023-005, Budget Adoption- A motion was made by Deb Belles to accept the FY2024 Budget as presented. The motion was seconded by Patrick O'Donnell.

A roll call vote was taken. Steve Hinkley, yes; Ryan Harvey, yes; Steve Frisbie, yes; Eric Krause, yes; Deb Belles, yes; Shannon Bagley, yes; Patrick O'Donnell, yes; Joe Caron, yes.

All were in favor.

motion passed.

3. 2024 Meeting Schedule- A motion was made by Shannon Bagley to approve the 2024 meeting schedule as presented. The motion was seconded by Joe Caron.

All were in favor.

The motion passed.

4. Motorola Change Order No. 5- A request was made by BCPD and CCSD for an upgraded radio style. This was not a budgeted item. A recommendation was made to bill agencies for the upgrade. This is not essential for radio function. The Invoices would be dollar for dollar, with no additional administrative fees. It is unknown if this was a vendor offer or agency inquiry. A brief discussion took place among the board members regarding fund balance and allowable use of different funds.

A motion was made by Steve Frisbie to approve Motorola Change Order No. 5 and authorize CCCDA to invoice agencies for upgraded radios ordered. The motion was seconded by Patrick O'Donnell.

All were in favor.

The motion passed.

5. Resolution 2023-006, Budget Amendment- This is a correction to move funds from one line item to another for audit purposes.

A motion was made by Joe Caron. The motion was seconded by Deb Belles.

A roll call vote was taken. Steve Hinkley, yes; Ryan Harvey, yes; Steve Frisbie, yes; Eric Krause, yes; Deb Belles, yes; Shannon Bagley, yes; Patrick O'Donnell, yes; Joe Caron, yes.

All were in favor.

The motion passed.

6. Change in Investments- A brief discussion took place regarding current investment rates.

A motion was made by Eric Krause to approve the investment changes as presented. The motion was seconded by Steve Frisbie.

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 3:08 PM.