



Calhoun County Consolidated Dispatch Authority

Serving Our Community One Call at a Time

CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

January 14, at 2:30 p.m.

Law Library

Calhoun County Administrative Building

The meeting was called to order by Chairman Matt Saxton at 2:40 P.M.

ROLL CALL:

Directors Present:

Matt Saxton, Chairman
Jeff Albaugh, Vice-Chairperson
Steve Frisbie, County Board of Commissioners
Ken Snyder, City of Albion
Jim Coleman, Michigan State Police

Directors Excused:

Brent Williams, City of Marshall
Jim Blocker, City of Battle Creek (Seat #1)
Marty Uldriks, Area Metropolitan Services Agency
Susan Baldwin, City of Battle Creek (Seat #2)

Others Present:

Rich Feole, CCCDA
Kim Grafton, CCCDA
Kate Chism, CCCDA
Jim Dyer, Legal Counsel

AGENDA APPROVAL

A motion was made by Ken Synder to approve the February 11, 2020 CCCDA Governing Board agenda. The motion was seconded by Steve Frisbie.

All were in favor.

Motion was approved.

MEETING MINUTES

A motion was made by Jeff Albaugh to accept the January 14, 2020, CCCDA Governing Board minutes. The motion was seconded by Jim Coleman.



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All were in favor.
Motion was approved.

PUBLIC COMMENT

No public comment was provided.

CONSENT AGENDA

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

1. Excuse Absent Board Members
2. Check Register: January 1 – January 31
3. Year-to-Date Budget Performance Reports
4. 2020 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence

A motion was made by Jeff Albaugh to approve the February 11, 2020 Consent Agenda. The motion was seconded by Steve Frisbie.

All were in favor.
Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Personnel- New dispatcher Alyssa Stanfield has been hired. Has a degree in criminal justice. We are preparing to make another offer.
2. Sheila Smith- She is preparing to retire. She request no public party. We will have a private reception and inform the board of that information.
3. Supervisor Siegel- as of 1/30/20 is on unpaid medical leave for one year. Her position has been posted both internally and externally.
4. 9-1-1 Outage- Director's meeting with PFN was held last week follow a large outage. 102 PSAPs were affected. Ultimately, a power event occurred with triggered a snowball effect. PFN has addressed that there needs to be improvements in order to prevent an outage of this magnitude to occur again. Since then two more minor outages have happened one was caused by the original outage and the second was a completely separate issue. The public was able to get through to us using our administrative phone lines. We have not heard of any individuals who attempted to reach us and did not.
5. Director Feole out of town- He will be out of state on vacation beginning the end of February. Following that, shoulder surgery has been scheduled for mid March and will be out for few weeks for recovery.



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There were questions from the board regarding PFN and how the outage occurred and what can be done to make it better in the future. It was communicated that it was a learning experience for our center and changes have already been made to allow us to take more control of our systems.

There was also a brief discussion regarding staffing levels.

OLD BUSINESS

1. **MERS averaging results-** Looking at a five-year average, the funding stays at or above 95%.

NEW BUSINESS

1. **Pension Contribution Policy-** Jim Dyer gave an explanation of the policy he had written. He explained that an amended to the interlocal agreement did not need to be made as the contribution policy was not contained by the agreement. Dyer explained the current policy states the authority will “do their best” to maintain the 95% funding, which is very vague. He did make a suggestion to make a small change to the wording of the policy he wrote so that it matches the wording used by MERS, being a “five-year trailing average of adjusted funded percentage.” Dyer states that way there is no question that we are connecting the MERS report to the policy we are adopting. There were a few small changes suggested by Director Feole and Deputy Director Grafton.

A motion was made by Jeff Albaugh to adopt the policy written by Jim Dyer with language changes as discussed. The motion was seconded by Steve Frisbie.

All were in favor.
The motion was passed.

PUBLIC COMMENTS

No public comment provided.

Board Comments

Chairman Saxton noted that a new chairman will need to be appointed at the next meeting as he will be stepping down as Sheriff.

ADJOURNMENT

Meeting was adjourned at 3:08 P.M.