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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY
Governing Board of Directors
February 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

Pledge of Allegiance

ROLL CALL:

Directors Present:

Steve Hinkley, Chairperson

Ryan Harvey, Vice-Chair

Steve Frisbie, County Board of Commissioners

Kevin Leiter, Area Metropolitan Services Agency

Shannon Bagley, City of Battle Creek (Seat #1)

Patrick O'Donnell, City of Battle Creek (Seat #2)

Directors Excused:

Barry Schrader, Michigan State Police

Vacant, City of Albion

James Schwartz, City of Marshall

Others Present:

Michael Armitage, CCCDA

Robert Stahelin, CCCDA

Kate Chism, CCCDA

AGENDA APPROVAL

A motion was made by Kevin Leiter to approve the February 14, 2023, CCCDA Governing Board agenda. The motion was seconded by Shannon Bagley.

All were in favor.

Motion was approved.

MEETING MINUTES

A motion was made by Ryan Harvey to accept the January 10, 2023, CCCDA Governing Board minutes. The motion was seconded by Patrick O'Donnell.

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 Kevin Leiter to approve the February 14, 2023, Consent Agenda. The motion was seconded by Patrick O'Donnell.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Training- Most of the CTOs participated in a training by NENA. The training program is being reworked.
2. NENA- Standards/ Best Practices was attended by Robert. A brief overview of the highlights from the conferences was shared with the members of the board.
3. Tech/Radios- The bond has closed and the lease has been paid in full. The County Road Dept will need to prepare for the decommission of VHF system.

An add on by Chair Steve Hinkley was shared. He attended the Homer Village meeting and stated that there was a very positive reception of the build site for Homer, people are getting excited.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Outage Update- A brief overview was given from the shared written report. CCCDA is not aware of anyone who did not receive needed services during the outage. There are not quick and easy solutions. Weekly testing continues to take place. Appropriate reports have been filed with the FCC. Upgraded work station have been approved. There is a need to move from a hosted server to our own. A brief discussion took place regarding options and costs; if grants are available or other funding options. Options for other fiber providers are being reviewed.
2. Out-of-State Travel- This revolves around perfect attendance and will be changing next year. Staff will still have opportunities, but it will be based on both attendance and need for training.
3. Priority Dispatch EMD- QAs are very behind at this point. Having this outsourced is intended to only be until the 6th supervisor is hired. There will be free onsite training prior to Priority Dispatch taking over the QA process.

A motion was made by Shannon Bagley to approve the contract as presented with Priority Dispatch. The motion was seconded by Ryan Harvey.

All were in favor.

The motion passed.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at 3:13 PM.