



Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY
Governing Board of Directors
March 12, 2024, 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
 Eric Krause, City of Albion
 Ryan Harvey, Vice-Chair
 Deb Belles, Area Metropolitan Services Agency
 Shannon Bagley, City of Battle Creek (Seat #1)
 Steve Frisbie, County Board of Commissioners
 Barry Schrader, Michigan State Police

Directors Excused: 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 Steve Frisbie to approve the March 12, 2024, CCCDA Governing Board agenda meeting minutes. The motion was seconded by Barry Schrader.

All were in favor.

Motion was approved.

MEETING MINUTES

1. A motion was made by Ryan Harvey to accept the February 13, 2024, CCCDA Governing Board minutes. The motion was seconded by Shannon Bagley.

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 Deb Belles to approve the March 12, 2024, Consent Agenda. The motion was seconded by Barry Schrader.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Staffing includes 20 full time telecommunicators, four in the training phase, one telecommunicator vacancy, and one supervisor vacancy.
2. GIS- planning is underway for future needs related to CAD integration.
3. Radios- This project is on schedule. Law Enforcement radio installations will begin in April. Portables are close to being ready to be rolled out. This roll out will be prioritized by need.
4. Remodel- the furniture project is essentially complete.
5. ERPO- There has been lots of time spent between agencies to get this up and running. There is a policy in place, which will evolve over time.
6. Podcast- A guest appearance on The County's podcast was completed.
7. Tornado- Staff was prepared. This was the first Rave Alert for a tornado. Changes to be made to reduce confusion and a test will be done soon with updated call back number.

OLD BUSINESS

1. None.

NEW BUSINESS

1. 911 Training Institute Proposal- There have been personnel issues over the last couple of years. Involvement with HR and corporate counsel has determined a complex interpersonal relationship issue. These issues have consumed a lot of administrative time and efforts. There is a need for analysis and a recommendation from an outside third party. A conversation took place among board members and the Executive Director regarding the implementation and details regarding the analysis phase.
A motion was made by Steve Frisbie to authorize the Executive Director to accept the statement of work presented and enter into a subsequent contract with The 911 Training Institute, not to exceed \$42,900.00. The motion as seconded by Ryan Harvey.
All were in favor.
The motion passed.
2. Westshore Siren Field Work Proposal- A solution for outdoor warning sirens is needed as the system is moved to the MPSCS system. A brief discussion took place regarding the need for the update, cost sharing recommendations, and a goal to standardize the sirens currently in use.
A motion was made by Eric Krause to approve the Westshore quote for field work, not to exceed \$13,000. The motion was seconded by Shannon Bagley.
All were in favor.
The motion passed.
3. Village of Homer Lease Agreement- This lease would include a one time payment of \$2,000, Homer Village would remain in control of the land, there would be no associated closing costs.
A motion was made by Eric Krause to approve the proposed lease agreement, pending legal review. The motion was seconded by Steve Frisbie.
All were in favor.
The motion passed.
4. Radio License Agreement- This update is necessary due to changes/findings at the state level. This agreement has been reviewed by TAC.
A motion was made by Shannon Bagley to approve the radio license agreement as presented. The motion was seconded by Barry Schrader.
All were in favor.
The motion passed.
5. Freedom Licensing- This CAD application is used primarily by fire departments. There are 10 licenses available currently. More agencies are wanting more licenses, however this was not a budgeted item. A brief discussion took place regarding the need/use and distribution.
A motion was made by Barry Schrader to approve the equal distribution of licenses, along with an audit of current license usage. The motion was seconded by Deb Belles.
All were in favor.
The motion passed.
6. MAFFAA Transfer agreement- The current contract was put in place in 2013 and was in line with the CFS formula at that time. There is a clause for a millage passing making the agreement null & void. Transfers are not very time consuming. What is equitable? A brief discussion took place.
A motion was made by Eric Krause to authorize the Executive Director to enter into a new or amended contract, with the following terms, subject to legal approval: preplace section 7 with an expiration of March 31, 2027; update the flat rate from \$12,500 to \$5,500 annually; include a payment table, allowing an alternative to quarterly payments. The motion was seconded by Barry Schrader.
All were in favor.
The motion passed.

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

None.

BOARD COMMENTS

Steve Hinkley thanked Michael Armitage for all of his hard work.

ADJOURNMENT

The meeting was adjourned at 3:34PM.