



Consolidated Dispatch Authority

315 WEST GREEN ST  
MARSHALL, MI 49068  
NON-EMERGENCY PHONE: 269-781-0911

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**CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**  
**Governing Board of Directors**  
**May 9, 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

**ROLL CALL:**

Directors Present:

- Steve Hinkley, Chairperson
- Ryan Harvey, Vice-Chair
- Barry Schrader, Michigan State Police
- Deb Belles, Area Metropolitan Services Agency
- Shannon Bagley, City of Battle Creek (Seat #1)
- Patrick O'Donnell, City of Battle Creek (Seat #2)
- Joe Caron, City of Marshall
- Steve Frisbie, County Board of Commissioners
- Eric Krause, City of Albion

Directors Excused:

Others Present:

- Michael Armitage, CCCDA
- Robert Stahelin, CCCDA
- Kate Chism, CCCDA
- James Dyer

## **Pledge of Allegiance**

## **AGENDA APPROVAL**

A motion was made by Eric Krause to approve the May 9, 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 Barry Schrader to accept the April 11, 2023, CCCDA Governing Board minutes. The motion was seconded by Deb Belles.

All were in favor.

Motion was approved.

A correction was made in the February 14, 2023 regular meeting minutes. A motion was made by Steve Hinkley to accept the correction into the record for the meeting minutes. The motion was seconded by Patrick O'Donnel.

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 Ryan Harvey to approve the May 9, 2023, Consent Agenda. The motion was seconded by Shannon Bagley.

All were in favor.

Motion was approved.

## **EXECUTIVE DIRECTOR'S REPORT**

1. Call volume- an increase in call volume was noted. The report has been verified. There is not a known reason for the increase.
2. Training- various staff members participated in training.
3. Radios- radios continue to be delivered and programmed by Radio Shop. Radios are being tagged and ear marked for deployment cache. Radios for agencies will be available for use this summer (fair, balloon fest, etc.)
4. Consoles- workstation console computers are being updated. A consolidation to one PC is included in the update.
5. Templates- Law Enforcement templates for talk groups are being solidified.
6. Operations- There are currently openings for full time dispatchers. A job posting is currently open. Two conditional offers have been made, with a goal of June for a start date.
7. Outreach- PERC has been involved in school programs again.
8. Annual Awards- The annual awards ceremony took place mid April.
9. Sit a longs- BCFD has been involved in sit a longs in the center.

## **OLD BUSINESS**

1. None.

## **NEW BUSINESS**

1. Facility Canine- K-9s for Change is the organization the K-9 would come from. This organization's main clients are school districts. A handler would need to be selected from current staff applicants and trained. The dog would remain property of CCCDA. A grant is being submitted through BCCF. The cost would include \$12,000 up front and then approximately \$2,000 annually. A brief discussion took place regarding an agreement with the union for addition pay for the handler, how the handler would be selected, budget allowance, policies, when the dog would be in the center. A request was made by Michael Armitage to pay the deposit to secure the K-9 as it is unknown when another K-9 would be trained and available.

A motion was made by Steve Frisbie to table this discussion until further details and information is explored, included if the deposit is refundable. The motion was seconded by Ryan Harvey.

All were in favor.

The motion passed.

2. Interlocal Agreement- Command Central Aware would allow integration with current system. BCPD has had a demonstration of the program. An agreement needs to be made on how to split the costs. BCPD legal team is working on language. The approval is contingent upon cost agreement by all agencies who will use the program. There is the opportunity for a significant cost reduction if an agreement is reached by the end of May. Shannon Bagley spoke briefly on the benefits of the program and positioning Calhoun County for the future. Steve Hinkley stated he believe more agencies will join and share in the costs. BCPD is looking at the percentage of calls for service as a way to calculate buy in costs. The agreement, if made now, would sunset December 2028 and costs sharing would have to be agreed upon again at that time. Steve Frisbie felt it was ok to move forward without final verbiage on cost sharing. There was a brief discussion about how and when access to cameras would be activated.

A motion was made by Steve Frisbie to approve the interlocal agreement as presented, contingent upon the agreement of the language for cost sharing. The motion was seconded by Barry Shrader.

All were in favor.

The motion was approved.

3. Purchase Agreement- It is recommended for CCCDA to make the purchase of CommandCentral Aware and invoice participating agencies.

A motion was made by Patrick O'Donnell to approve the purchase agreement of CommandCentral Aware as presented. The motion was seconded by Eric Krause.

All were in favor.

The motion was approved.

4. Motorola Change Order #2- Three key loaders are owned by CCCDA and need updated. This changes the cost by \$3,627.00

A motion was made by Steve Frisbie to approve Motorola Change Order #2 as presented. The motion was seconded by Steve Hinkley.

All were in favor.

The motion was approved.

5. Verbal Judo- CCCDA would host two days of baseline training. All employees would have the opportunity to attend. There is an additional day of training for supervisors. This training would be available for other agencies to attend. There is no cap on the number of participants. MRLEC has a training room with seating for 64.

A motion was made by Eric Krause to approve CCCDA to host Verbal Judo and open the training attendance to other agencies. The motion was seconded by Ryan Harvey.

All were in favor.

The motion was approved.

#### **PUBLIC COMMENT**

Bill Irwin from Motorola addressed the board with appreciation for the business.

#### **MEMBER COMMENT**

Questions from members regarding availability resulted in a decision to meet, as planned, on June 13.

#### **ADJOURNMENT**

The meeting was adjourned at 3:20PM.