



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
June 13, 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 Vice Chair Ryan Harvey at 2:30

ROLL CALL:

Directors Present:

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)
Steve Frisbie, County Board of Commissioners
Eric Krause, City of Albion

Directors Excused:

Steve Hinkley, Chairperson
Joe Caron, City of Marshall

Others Present:

Michael Armitage, CCCDA, Virtual viz Zoom
Robert Stahelin, CCCDA
Kate Chism, CCCDA
Laura Chatterton, Gabridge & Company, Virtual via Zoom

Pledge of Allegiance

AGENDA APPROVAL

A motion was made by Shannon Bagley to approve the June 13, 2023, 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 Barry Schrader to accept the May 9, 2023, CCCDA Governing Board minutes. The motion was seconded by Patrick O'Donnell.

All were in favor.

Motion was approved.

SPECIAL PRESENTATION

Audit report, Lauren Chatterton, Gabridge & Company. Brief report was presented to the board, highlighting the outcome of the 2022 audit. A clean report was presented. There were two budgetary items of note caused by recent changes to finance/budget recording standards. These items have been corrected and will not cause any issues moving forward. A recommendation was made to increase annualized expenditures.

A motion was made by Steve Frisbie to accept the audit report, as presented. 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 Eric Krause to approve the June 13, 2023, Consent Agenda. The motion was seconded by Steve Frisbie.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. Call Volume- A large increase over all due to 911 abandoned/accidental/hang up calls. It has been determined this was caused by an update on Android devices.
2. Training- several staff attended scheduled trainings.
3. Radios- All user radios will be in hand, as of tomorrow.
4. Battle Creek Tower- Currently working with the airport to determine acceptable site options.
5. Law Enforcement Talkgroups- Talkgroups and encryption options have been discussed and agreed upon at TAC.
6. Operations- CTO selection in progress. Three conditional offers; two starting mid July, one to shortly follow.
7. Tahoe- Signage updates have been done to the Tahoe.
8. Annual Reports- Reports have been mailed to each City, Township, Village.

OLD BUSINESS

1. Facility Canine: A brief positive discussion took place amongst the group. An agreement was reached with the union regarding payment. A question was raised by Barry Schrader if it would be possible to switch out the canine if its personality was not a good fit for our center. A motion was made by Steve Frisbie to approve the purchase of a facility canine through K-9s for Change as long as it can be guaranteed to be a suitable fit. The motion was seconded by Patrick O'Donnell.

All were in favor.

Motion was approved.

NEW BUSINESS

1. LOU for Facility Canine. A motion was made by Eric Krause to accept the LOU as presented. The motion was seconded by Barry Schrader.
All were in favor.
Motion was approved.
2. Resolution 2023-003 to Amend Employment Agreement- A brief discussion took place, giving context to new board members regarding the employment agreement. A motion was made by Steve Frisbie to approve the resolution as presented. The motion as seconded by Shannon Bagley.
All were in favor.
Motion was approved.
3. Out of State Travel- A motion was made by Barry Schrader to approve the out of state travel as presented. The motion was seconded by Eric Krause.
All were in favor.
Motion was approved.
4. Purchase of property- A brief discussion took place among board members regarding maintenance costs. A suggestion was made to donate use to Homer FFA to plant/maintain as a project. Everyone was in approval of that concept. A motion was made by Steve Frisbie to allow Michael Armitage to continue with the purchase of the property in Homer Village, with price not to exceed \$2,000.
5. Purchase of Property in Tekonsha Township- A brief discussion took place regarding the purchase of property from a private landowner. Importance of maintaining control of the drive was communicated as future owners of adjacent land will be unknown. A motion was made by Steve Frisbie to approve the acquisition of property in Tekonsha Township, price not to exceed \$5,000/acre. The motion was seconded by Deb Belles.
All were in favor.
Motion was approved.

6. Radio User Agreements- There will be a template to have as a guide once equipment rollout begins. A discussion to give Michael Armitage authority to make small changes to the presented agreement, as needed, with guidance from legal. A motion was made by Deb Belles to accept the user agreement as a template as presented and to give authority to Michael Armitage to make small changes as needed. The motion was seconded by Steve Frisbie.

All were in favor.

Motion was approved.

PUBLIC COMMENT

None.

MEMBER COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 3:05PM.