



Calhoun County Consolidated Dispatch Authority

315 W. Green St., Marshall MI 49068
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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

June 14, 2022, at 2:30 p.m.

Calhoun County Administrative Building- Law Library
315 W Green St, Marshall MI 49068

The meeting was called to order by Michael Armitage at 2:30 P.M.

ROLL CALL:

Directors Present:

Steve Frisbie, County Board of Commissioners (arrived late, during closed session)
Kevin Leiter, Area Metropolitan Services Agency
Ken Snyder, City of Albion
James Schwartz, City of Marshall
Barry Schrader, Michigan State Police
Ryan Harvey, Township Association

Directors Excused:

Jim Blocker, Chairperson
Steve Hinkley, Vice-Chair
Kristin Blood, City of Battle Creek (Seat #2)

Others Present:

Michael Armitage, CCCDA
Kate Chism, CCCDA
Jim Dyer, Corporate Counsel

Appoint Acting Chair for this meeting

Ryan Harvey volunteered to be acting chair for this meeting. There were no other volunteers.

AGENDA APPROVAL

A motion was made by Kevin Leiter, to approve the June 14, 2022, CCCDA Governing Board agenda. The motion was seconded by Ken Snyder.

All were in favor.

Motion was approved.

MEETING MINUTES

A motion was made by Kevin Leiter to accept the May 10, 2022, CCCDA Governing Board minutes. The motion was seconded by Barry Schrader.

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 June 14, 2022, Consent Agenda. The motion was seconded by Ken Snyder.

All were in favor.
Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. MERS Report- Annual report through Dec 2021, there was a 2% improvement on the unfunded liabilities. It is good news now, but as the market changes those trends and projections can change. Interlocal agreement is still pending legal review. The board would like to have MERS do their presentation on the annual report towards the end of the year.
2. Audit- Gabridge & CO. will be attending the July meeting virtually to present the audit report.
3. Call Volume- Call volume remains on par.
4. Training & Conferences- Employees are attending trainings as scheduled. It is conference season, recently employees attended the APCO/NENA conference in Kalamazoo.
5. Prepared 911- Training for this tool has been completed.
6. Call Delivery Issues- On 5/20/22 there was a call delivery issue for a period of time. Calls were being delivered to the center with no volume. All callers were called back. The issue was resolved fairly quickly. It was found to be equipment issues with PFN.
7. Hiring- Conditional offers have been made to three full time and 1 part time candidate. Albion Department of Public Safety will be doing the background investigations on these candidates due to the wait time for Fifer Investigations.
8. Townhall Meetings- These have been mostly positive. There is one commissioner who attends most of the meetings who is vocally opposed. The social media posts are being received positively. There is some concern coming from it being a tax. 30k households will be receiving educational mailers. The County communication department has helped a lot with educational materials.

OLD BUSINESS

1. MERS Interlocal Agreement- There is no update at this time.
2. Lease Amendment/Office Suite (updated from previous approval)- This lease was already approved. Overall, the updated lease agreement is still in budget. Originally the lease was for 400 square feet, the updated agreement is for 600 square feet.

A motion was made by Barry Schrader to approve the lease amendment with Calhoun County and authorize the Executive Director to sign on behalf of CCCDA. The motion was seconded by Kevin Leiter. A roll call vote was taken. Barry Schrader, yes; Ken Snyder, yes; Kevin Leiter, yes; Ryan Harvey, yes; James Schwartz, yes.
All were in favor.
The motion passed.

CLOSED SESSION

The board went into closed session at Consider a written opinion of counsel, as permitted under MCL 15.268 (1)(h) (Open Meetings Act).

A motion was made by Jim Schwartz to enter into closed session. The motion was seconded by Kevin Leiter.

A roll call vote was taken. Barry Schrader, yes; Ken Snyder, yes; Kevin Leiter, yes; Ryan Harvey, yes; James Schwartz, yes.

All were in favor.

The motion passed.

The meeting entered into closed session at 2:45 PM.

The meeting reentered into open session at 3:02 PM.

NEW BUSINESS

1. Any action resulting from closed session- A motion was made by Steve Frisbie to authorize the Executive Director to sign an agreement for separation with guidance from legal council Jim Dyer. The motion was seconded by Kevin Leiter.

All were in favor.

The motion passed.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 3:04 PM