



**MONTCALM COUNTY
CENTRAL DISPATCH AUTHORITY**
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MONTCALM COUNTY CENTRAL DISPATCH AUTHORITY

Administrative Board

MEETING MINUTES

Thursday, August 12th, 2010 at 2:06 p.m.
Montcalm County Central Dispatch/MCES Conference Room
657 N State St, Stanton, MI 48888

Present at Roll Call: Ron Retzloff - BOC
Pat Carr – BOC
Roger Caris - BOC
George Bosanic – City of Greenville
Michael Stuck – City of Greenville
Steve Russell – MCSD
Mike Minnis – MSP
Phyllis Shilling – Townships Association

Absent: Cal Callison – Fire Association

Others Present: Chris Hyzer
Tim Scott

The meeting was called to order by Chairman Retzloff at 2:06 p.m.

Roll call was taken; a quorum was present.

Motion by Caris, supported by Carr to approve the Agenda. Motion carried.

Motion by Carr, supported by Caris to approve the Minutes from the May 5th Administrative Board Meeting. Motion Carried.

ACTION Correspondence Items

Motion by Shilling, supported by Carr to approve Check Review. Motion carried.

Motion by Shilling, supported by Carr to approve the year-to-date 2010 Budget. Motion carried.

The Overtime Analysis was approved for filing.

FILING Correspondence Items

The Montcalm County E911 Technical Surcharge Pool was reviewed and approved for filing. This report has already been forwarded to the State 911 Commission as they requested.

A MOU with the Battle Creek HandsOn 211 Call Center was reviewed and signed. There is no financial or operational obligation, just an understanding of what services the Battle Creek HandsOn 211 office would provide.

Documentation with Silver & Van Essen concerning a court case addressing the 2008 MPSC decision to reduce the Montcalm County surcharge from \$2.00 to \$1.89 was addressed and won in court. The remedy is still being discussed.

The Proof of Publication concerning the Public Hearing for the 2011 Budget was presented and approved for filing.

Director's Report

Scott explained the disposition of outdated computer equipment through a collection program put on by MAISD in cooperation of other agencies. Participation in this program was coordinated with Retzloff prior to our involvement.

There was limited training conducted, with one Supervisor attending a Terminal Agency Coordinator (TAC) class in conjunction with our LEIN program, and a Dispatcher attended a training course in August.

Sick time usage has averaged about 100 hours for each month over the past 3 months.

Emergency and non-emergency call numbers have remained consistent at approximately 6000-6500 total calls each month.

The funds allocation from the Homeland Security Grant Program were discussed, with \$44,162 being awarded to Montcalm County agencies, with \$8,081 of that total allocated to Central Dispatch. Scott explained that these funds must be spent on narrowbanding, and the cost to narrowband one of the fire channel transmitters was \$9,083. Motion by Shilling, supported by Carr to spend the grant money and the difference (\$1,002) be paid to upgrade one of the fire channel transmitters. Motion passed.

Old Business

Scott briefed that the money allocated for the Byrne Technology Grant (\$12,150 grant money and a 10%/\$1,350 match) have all been expended to purchase three Mobile Computer Terminals (one each for MCSD, GDPS and LKPD). Some final reports are still due, and the final payment reimbursement ((\$8,100) has not yet been received, but those final two actions will close out this grant.

New Business

Scott briefed that the Surcharge Ballot Issue failed to pass during the August 3rd voting. The final result was 3,795 people voted 'yes' (46.5%), and 4,367 people voted 'no' (53.5%). Scott advised that the next opportunity for voter consideration is Nov 2 during the national election. Motion by Shilling, supported by Stuck to permit a re-application to the Board of Commissioners to have the surcharge issue placed on the Nov 3, 2010 ballot. Scott will coordinate that effort with Chris Hyzer prior to the Aug 23 BOC meeting. A discussion took place to examine the advantages and disadvantages of the different ballot language during the Nov election. It was agreed to pursue only a \$.96 increase, bringing the surcharge to a maximum of \$2.85, and to use the Option 1 language put together by the legal advisors. Scott was asked to contact the legal office to discuss a recommended change to the ballot instruction line.

Scott briefed some initial comments related to the FY 2011 budget proposal that affect both revenues and expenditures. After a short discussion, Retzlöff opened the PUBLIC HEARING on the budget. Motion by Carr, supported by Caris to open the PUBLIC HEARING. Motion approved. A more detailed discussion ensued about various budget line items. Highlighted parts of the proposed budget that were discussed included the RMS Reimbursement Plan (a new source of revenue), the MPSC action affecting the surcharge, the cost and value of the Sungard OSSI maintenance agreement (\$54K), and how best to offset the final deficit number of \$39,923.82. After the discussion, Retzlöff asked that the PUBLIC HEARING be closed. Motion by Carr, supported by Caris to close the PUBLIC HEARING. Motion approved.

Scott advised that the Central Dispatch Supervisors had formally organized and are represented by the Government Employee Labor Council (GELC) but negotiations on the Collective Bargaining Agreement for that bargaining group have not yet begun. This process is expected to start within the next month.

Public Comments – No Public Comments were offered.

Adjournment - Motion made by Shilling and supported by Caris. Motion approved. Chairman Retzlöff adjourned the meeting at 3:17 p.m.

Respectfully submitted,

Ronald Retzlöff, Chairman