



Calhoun County Consolidated Dispatch Authority

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CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

Governing Board of Directors

April 12, 2022, at 2:30 p.m.

Calhoun County Administrative Building- Commissioners' Room
315 W Green St, Marshall MI 49068

The meeting was called to order by Chair Jim Blocker at 2:35 P.M.

ROLL CALL:

Directors Present:

Jim Blocker, Chairperson
Steve Hinkley, Vice-Chair, Attended Virtually
Barry Schrader, Michigan State Police
Ryan Harvey, Township Association
Kevin Leiter, Area Metropolitan Services Agency
Steve Frisbie, County Board of Commissioners

Directors Excused:

James Schwartz, City of Marshall
Kristin Blood, City of Battle Creek (Seat #2)
Ken Snyder, City of Albion

Others Present:

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

AGENDA APPROVAL

A motion was made by Ryan Harvey, to approve the April 12, 2022, CCCDA Governing Board agenda. The motion was seconded by Steve Hinkley.

All were in favor.

Motion was approved.

MEETING MINUTES

A motion was made by Ryan Harvey to accept the March 8, 2022, CCCDA Governing Board minutes. The motion was seconded by Steve Hinkley.

All were in favor.

Motion was approved.

CLOSED SESSION

Consider a written opinion of counsel, as permitted under MCL 15.268 (1)(h) (Open Meetings Act).

A motion was made by Steve Frisbie to enter into closed session. The motion was seconded by Steve Hinkley.

A roll call vote was taken.

Jim Blocker, yes; Steve Hinkley, yes; Steve Frisbie, yes; Barry Schrader, yes; Kevin Leiter, yes; Ryan Harvey, yes.

All were in favor. The motion passed.

The meeting entered into closed session at 2:38 PM.

The meeting reentered into open session at 3:09 PM.

A motion was made by Steve Hinkley to authorize corporate counsel to pursue employment separation terms, with assistance of the Executive Director, and to report back to the Governing Board at the next meeting.

CONSENT AGENDA

The following items were listed on the Board's consent agenda:

1. Excuse Absent Board Members
2. Check Register and Travel Reimbursement
3. Year-to-Date Budget Performance Reports
4. 2022 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence.

A motion was made by Barry Schrader to approve the April 12, 2022, Consent Agenda. The motion was seconded by Kevin Leiter.

All were in favor.

Motion was approved.

EXECUTIVE DIRECTOR'S REPORT

1. MPSCS- March 23 storm testing was done and failures were found. On April 6, they were on site again and corrections were made and it is functioning properly now.
2. RAVE- Deployment of IPAWS has been made and it has been implemented, it is live currently.
3. SiriusXM- April 22, SiriusXM and RapidSOS will be on site to place test calls with the help of ten volunteers. Volunteers are still needed.
4. Hiring- Applications are currently being accepted for both full and part time positions. We have implemented the use of CritiCall, which is helping to speed up the testing portion of the hiring process.
5. National Telecommunicator Week- The awards ceremony will be held tomorrow. Everyone is welcome to attend. A link will be sent out for anyone who wishes to attend virtually.
6. LEIN Violation- There was a LEIN violation in February by an employee. It was self-reported to the prosecutor's office and charges were declined.

OLD BUSINESS

1. MERS- The City of Battle Creek is being reviewed by their legal team. Once that has been done, it will go out to the rest of the members for review.
2. Meeting Attendance- Previously, all members were marked as excused if absent. There is no record of non-excused vs excused absences.

NEW BUSINESS

1. Office Suite Build Out- In the strategic plan, an item of difficulty identified was the administration team is physically separated. Office space has been identified on the third floor which can be utilized to bring all members together. The current second floor space would be repurposed for training and meeting space. The total costs have not been finalized but have been estimated as up to \$90,000.

A motion was made by Steve Frisbie to approve to authorize the chair to sign an amendment to the county lease agreement (expiring in 2029) for up to 400 additional square feet of space. Authorize up to \$90,000 for build-out and furnishings, to be paid over the remaining eight years of the lease. Authorize the Executive Director to purchase a SmartBoard (\$5,000) and security upgrades (\$10,500). The motion as seconded by Kevin Leiter.

All were in favor.

The motion passed.

2. Purchase of Activity View- This program gives a visual indication in real time of ring times. This will be visible to anyone in the room.

A motion was made by Ryan Harvey to approve the purchase of Activity View. The motion was seconded by Steve Hinkley.

All were in favor.

The motion passed.

3. Out of State Travel Request (perfect attendance incentive)- This is the same request as it as been for the previous years. This is for training/conferences earned by employees who have earned perfect attendance. There is some build up from last year due to COVID restrictions on travel.

A motion was made by Ryan Harvey to approve out of state travel for employees. The motion as seconded by Kevin Leiter.

All were in favor.

The motion passed.

4. Resolution 2022-003- Budget Amendment-

A motion was made by Steve Frisbie to approve resolution 2022-003. The motion was seconded by Barry Schrader.

All were in favor.

The motion was passed.

5. Point to Point Radio- Two radios are in need of replacement due to failure.

A motion was made by Steve Hinkley to approve the purchase radio equipment from Roe-Comm in the amount of \$6,772.00. The motion was seconded by Ryan Harvey.

All were in favor.

The motion passed.

6. Approve audit engagement letter with Gabridge & Co.- This is a housekeeping item. A signature is needed to move forward.

A motion was made by Steve Frisbie to approve the signing of the engagement letter with Gabridge & Co for the future audit. The motion was seconded by Barry Schrader.

All were in favor.

The motion passed.

7. Approve Resolution 2022-004- National Public Safety Telecommunicator Week-

A motion as made by Steve Hinkley to accept Resolution 2022-004 recognizing National Public Safety Telecommunicator Week. The motion was seconded by Barry Schrader.

All were in favor.

The motion passed.

8. Central Square/ CAD- This is a budgeted item, but because of the dollar amount, it does need board approval. This is for annual renewal.

A motion was made by Steve Hinkley to approve the renewal invoice for Central Square. The motion was seconded by Ryan Harvey.

PUBLIC COMMENTS

Rich Feole- previous Executive Director, spoke in support of Kim Grafton. He realizes there are two sides to every story. He knows he has only heard one, but he is disappointed in what he has heard.

Jim Grafton- husband of Kim Grafton, speaking in place of Kim Grafton. He stated that Kim was notified yesterday she was terminated. He stated Kim is unable to attend the meeting because she is devastated. Jim Grafton stated that in seven months Michael Armitage has never provided any written evaluation, nor has he provided any expectations either in written or verbal form. Jim Grafton stated he feels his wife was professionally executed. He stated there is a lack of empathy or human element in the termination. Jim Grafton stated Kim Grafton has no idea why she was terminated. He then went on to list a variety of items/projects Kim Grafton was involved in over the last 24 that was “stripped away” in a matter of seven months. Jim Grafton says the support for Kim is overwhelming. Jim Grafton says he heard the motion after closed session but states she would “never come back here.”

ADJOURNMENT

The meeting was adjourned at 3:32 PM