



# Calhoun County Consolidated Dispatch Authority

315 W. Green St., Marshall MI 49068  
Administration: (269) 781-0911 • Emergency: 911  
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## CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY

### Governing Board of Directors

January 11, 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 Chairperson Jim Blocker at 2:22 P.M.

#### ROLL CALL:

##### Directors Present:

Jim Blocker, Chairperson  
Steve Hinkley, Vice-Chair, Attended Virtually  
Barry Schrader, Michigan State Police  
Ryan Harvey, Township Association  
Ken Snyder, City of Albion, Attended Virtually  
James Schwartz, City of Marshall  
Kevin Leiter, Area Metropolitan Services Agency

##### Directors Excused:

Steve Frisbie, County Board of Commissioners  
Kristin Blood, City of Battle Creek (Seat #2)

##### Others Present:

Michael Armitage, CCCDA  
Kim Grafton, CCCDA  
Kate Chism, CCCDA  
Lt Baker, MSP

#### AGENDA APPROVAL

A motion was made by James Schwartz, to approve the January 11, 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 December 14, 2021 CCCDA Governing Board minutes. The motion was seconded by Ken Snyder.

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. Check Register and Travel Reimbursement
3. Year-to-Date Budget Performance Reports
4. 2021 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence—It was noted regarding the budget: CCCDA is approximately \$70k under budget in expected revenues. It was also found that Calls for Service were under billed for about \$37k for the year.

A motion was made by Ken Snyder to approve the December 14, 2021 Consent Agenda. The motion was seconded by Steve Hinkley.

All were in favor.  
Motion was approved.

### **EXECUTIVE DIRECTOR'S REPORT**

1. CFS- Call volume is on target with other months.
2. New Generator- There was previously no generator at the Jessup Rd tower site. A generator has been placed. Ferrell Gas has installed the propane tank and it is set to be tested.
3. Meeting with County- In a follow up meeting with County Administration, regarding the recent generator failure, a temporary portable generator is in place until the permanent fix is made. A communication list is being made for future use.
4. 911 Crash Kit- It works from all technology, can take calls remotely. This is primarily grant funded.

There was a question from Jim Blocker regarding any controls put in place to avoid repeating the budget issues seen in 2021. Michael Armitage stated that all approved positions are accounted for in the budget. And a better process is in place.

### **OLD BUSINESS**

1. Strategic Plan- A final draft is needed by February 8. We still need to look at underfunding and what will funding need to look like over the next 10 years. Michael Armitage made a recommendation of a millage proposal on the August ballot versus a surcharge increase. The surcharge is capped at \$3/ line which makes for a set revenue stream, while costs continue to increase. There are currently two planned meetings: one at BCPD and one at Marshall Fire Department. All agencies are invited to attend.

## **NEW BUSINESS**

1. Election of officers- Jim Blocker made motion to open the nomination floor. A nomination was made by Steve Hinkley to re-elect Jim Blocker as chairman. Jim Blocker accepted the nomination. The nomination was supported by James Schwartz. Jim Blocker made a nomination to keep the chair and vice chair officers the same. Steven Hinkley accepted the nomination. The nominations to re-elect the chair and vice-chair were supported by James Schwartz and Ken Snyder

All were in favor.

Jim Blocker was re-elected as Chair and Steve Hinkley was re-elected as Vice-Chair.

2. Resolution 2022-001- Budget Amendment- A motion was made by Ryan Harvey to accept the resolution for a budget amendment. The motion was seconded by Steve Hinkley.

All were in favor.

The motion passed.

3. Set CFS charges for 2022 Q2-2023 Q1- A motion as made by Ryan Harvey to set the CFS charges as presented. The motion was seconded by Steve Hinkley.

All were in favor.

The motion passed.

4. Service agreement with Roe-Comm- A motion was made by Ken Snyder to accept the service agreement with Roe-Comm as presented. The motion was seconded by James Schwartz.

All were in favor.

The motion passed.

5. Radio tower lease agreement with Radio Communications- A motion was made by Steve Hinkley to accept the lease agreement with Radio Communications as presented. The motion was seconded by Ryan Harvey.

All were in favor.

The motion passed.

6. Amendment to interlocal agreement regarding MERS funding- There was a brief discussion among the members of the board regarding liabilities for the City of Battle Creek. A recommendation was made to table the vote based on new information just received today from County Administration. The group agreed that section 1 needs to have a closer look. A motion was made by Steve Hinkley to table the issue. The motion was seconded by Ryan Harvey.

All were in favor.

The motion passed.

7. Set process for six-month evaluation of the Executive Director- A brief discussion took place regarding the visible work taking place It was decided that there is no need for a formal process to take place. Jim Blocker commented there are weekly conversations/updates taking place and good things are happening.

8. Agreement with Peninsula Fiber Network (PFN)- Some explanation of the need for the switch came from Michael Armitage stating PFN would be an improvement from AT&T. We continue to have billing issues with AT&T as well as only having two single points of failure. PFN would be a much more robust redundant connection, as well as being less expensive and more reliable. The agreement with PFN would be contingent on being able to terminate with AT&T. A motion was made by Ken Snyder to move forward with the agreement with PFN. The motion was seconded by James Schwartz.

## **PUBLIC COMMENTS**

No public comments were provided.

**Board Comments**

No board comments were provided.

**ADJOURNMENT**

The meeting was adjourned at 3:10 PM