



# Calhoun County Consolidated Dispatch Authority

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## **CALHOUN COUNTY CONSOLIDATED DISPATCH AUTHORITY**

**Governing Board of Directors**

**June 18, at 2:30 p.m.**

**Video conference via Zoom**

The meeting was called to order by Chairperson Jim Blocker at 2:36 P.M.

### **ROLL CALL:**

Directors Present:

Jim Blocker, Chairperson  
Steve Hinkley, Vice-Chair  
Steve Frisbie, County Board of Commissioners  
Kristin Blood, City of Battle Creek (Seat #2),  
Ryan Harvey, Township Association  
Marty Uldriks, Area Metropolitan Services Agency

Directors Excused:

Jim Coleman, Michigan State Police  
Ken Snyder, City of Albion  
James Schwartz, City of Marshall

Others Present:

Rich Feole, CCCDA  
Kim Grafton, CCCDA  
Kate Chism, CCCDA

### **AGENDA APPROVAL**

A motion was made by Kristin Blood to approve the June 18, 2021 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 Kristin Blood to accept the May 11, 2021, CCCDA Governing Board minutes. The motion was seconded by Ryan Harvey.

All were in favor.  
Motion was approved.



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## **PUBLIC COMMENT**

No public comment was provided.

## **CONSENT AGENDA**

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

1. Excuse Absent Board Members
2. Check Register: May 1- May 31
3. Year-to-Date Budget Performance Reports
4. 2021 Year-to-Date Statistics
5. Quality Assurance Reports
6. General Correspondence

A motion was made by Steve Hinkley to approve the June 18, 2021 Consent Agenda. The motion was seconded by Kristin Blood.

All were in favor.

Motion was approved.

Kristin Blood asked for clarification on a few acronyms found on the QA reports. Both Kim Grafton and Rich Feole helped with explanation on those.

## **EXECUTIVE DIRECTOR'S REPORT**

1. Grant: A check has been received in the amount of \$ 43,545 for payroll reimbursement.
2. Preparation: Preparations are being made for the new Executive Director. Loose ends are being tied up.
3. Facebook: The public 9-1-1 Facebook has been suspended for an unknown reason. It appears that the possible reason is the profile picture of the thin gold line was found to be offensive.

## **OLD BUSINESS**

1. Director position – Hiring subcommittee update
  - a. Job Description
  - b. Job Posting



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- c. Comparable Spreadsheet
- d. Timeline (added by Jim Blocker)- It is a very aggressive timeline. But it is to remain flexible.

A brief discussion took place between board members regarding the shared job description, job posting, intended advertising avenues, and timeline of events.

A discussion took place regarding counties in the area who are also in the hiring process for the position of Executive Director.

A motion was made by Steve Hinkley to approve a budget not to exceed \$10,000 to be used in the hiring process. The motion was seconded by Steve Frisbie.

All were in favor.  
The motion was passed.

## **NEW BUSINESS**

1. Healthy Workplace Leave- A discussion took place regarding how to process with allowing healthy workplace leave for those who qualify and if it is necessary to continue providing this leave to the staff.

A brief discussion took place among board members regarding what is required by law currently. A motion was made by Steve Frisbie for our policy to remain compliant with current law upon further review. The motion was seconded by Steve Hinkley.

All were in favor.  
The motion was passed.

2. Future Meeting Method- In July the County will be going back to in person meetings. The local state of emergency has no end date currently. Several board members voiced wishing to go back to in person meetings. Rich Feole stated the importance of needing to have a quorum and does not want to miss a quorum due to meeting in person versus virtually. Kristin Blood suggested that a hybrid format might be allowed. The board will look to Jim Dyer to make sure we are remaining with the open meetings act.

A motion was made by Kristin Blood to move back to in person meetings with a possible hybrid plan. The motion was seconded by Steve Frisbie.

All were in favor.  
The motion was passed.

## **PUBLIC COMMENTS**

No public comments were provided.



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## **Board Comments**

No board comments were provided.

## **ADJOURNMENT**

Meeting was adjourned at 3:14 P.M.