

**MINUTES**  
**OTTAWA COUNTY CENTRAL DISPATCH**  
**POLICY BOARD**  
**Central Dispatch Training Room**  
**January 19, 2012, 9:00 a.m.**

**PRESENT:** Patrick McGinnis, Chris McIntire, Matt Messer for Greg Robinson, Jim Miedema, Jerry Felix, Stuart Visser

**ABSENT:** Steven Patrick, Al Vanderberg

**GUESTS:** Matthew Messer – T.A.C. Chair

**STAFF:** Tim Smith, Mark Jongekrijg, Joe LaLonde, Mike Muskovin, Laura DeGoede

**No Agenda Additions or Corrections**

**No Public Comment**

**SUBJECT: ELECTION OF OFFICERS**

**CHAIR**

**A. MOTION CD12-1086** To nominate Patrick McGinnis to serve as Chair of the Policy Board for 2012.

Moved by: Felix

Supported by: Visser

**B. MOTION CD12-1087** To close nominations with unanimous vote.

Moved by: Messer

Supported by: McIntire

Patrick McGinnis voted Chair

**VICE-CHAIR**

**A. MOTION CD12-1088** To nominate Greg Robinson to serve as Vice-Chair of the Policy Board for 2012.

Moved by: Messer

Supported by: Felix

**B. MOTION CD12-1089** To close nominations with unanimous vote.

Moved by: Visser

Supported by: Messer

Greg Robinson voted Vice-Chair

**SECRETARY-TREASURER**

**A. MOTION CD12-1090** To nominate Jim Miedema to serve as Secretary/Treasurer of the Policy Board for 2012.

Moved by: Felix

Supported by: McIntire

**B. MOTION CD12-1091** To close nominations with unanimous vote.

Moved by: Felix

Supported by: Messer

Jim Miedema voted Secretary-Treasurer

**SUBJECT: MINUTES**

**MOTION CD12-1092** To approve the corrected minutes of December 2, 2011 meeting of the Policy Board.

Moved by: Visser

Supported by: McIntire

Carried

**SUBJECT: BUDGET PERFORMANCE, REVENUES, & BALANCE SHEET REPORTS**

**MOTION CD12-1093** To receive the Budget Performance, Revenues, & Balance Reports as presented.

Moved by: Miedema

Supported by: McIntire

Carried

Tim passed out a Capital Expenditure spreadsheet with approximate expenditures through 2018.

**SUBJECT: CHECK REGISTER**

**MOTION CD12-1094** To receive the Check Register as presented.

Moved by: Felix

Supported by: Messer

Carried

Mark related information about Central's CAD/Records system. Central has used the New World CAD system since 1997 and it has been running efficiently. Most recently the Policy Board approved a web browser to update CAD and to keep it modern. This has been with the AS400 I Series. In 2015-2017, Central will have to start looking to see if we need to replace the AS400. There is a big push to remove AS400 and change to a Windows base.

Joe gave an update regarding the mobile data. We cannot do much with the bandwidth that we have, also waiting for the allocation of the D Block. We want to keep a private network. There are no answers yet.

Mike stated that there is legislation pending regarding the D Block. Tim will be attending 911 Goes to Washington and is hopeful for updates.

Mike gave update regarding the Homeland Security Grant funding. Many agencies have utilized grant funding to help decrease the costs for narrow banding. Mike passed out a Homeland Security allocation and distribution spreadsheet showing the allocation per agency in Ottawa County. This is what was shown at the LPT.

## **OCCDA DIRECTOR'S REPORT**

### **Hiring Status**

Central is in the process of hiring four or five part time dispatchers. An extra step has been added to the hiring process. We will be giving most of the applicants an Applicant Information Session where applicants will receive information regarding what kind of calls they might receive, along with some general information about the job.

### **Legislation**

Tim and Gary Rosema will be meeting with Rep. LaBlanc and the CLEAR committee in Lansing to make sure Rep LaBlanc is aware of model agencies that have already combined services.

Tim mentioned that he is the MCDA President and Vice Chair of the State 911 Committee for 2012. These committees are looking at 911 laws that have a sunset of 2014. With Tim going to the 911 Goes to Washington conference, he will be looking at the 911 issues, the FCC issues, and possible funding.

### **SUBJECT: 2012 PROPOSED STRATEGIC PLAN**

MOTION CD12-1095 To adopt the 2012 Strategic Plan as presented.

Moved by: Felix

Supported by: Miedema

Carried

Jerry Felix requested that Tim publish a mid-year 2012 Strategic Plan update showing accomplishments. Tim will provide this to the Policy Board in July.

### **SUBJECT: ADJOURNMENT**

MOTION CD12-1096 To adjourn the January 19, 2012 meeting of the Policy Board.

Moved by: McIntire

Supported by: Felix

Carried

Next Meeting is the Joint Meeting with the Technical Advisory Committee, April 12, 2012 at 9:00 a.m.