

MINUTES
OTTAWA COUNTY CENTRAL DISPATCH
JOINT POLICY BOARD & TECHNICAL ADVISORY COMMITTEE
Central Dispatch Training Room
April 21, 2011, 9:00 a.m.

PRESENT FOR POLICY BOARD:

Patrick McGinnis, Soren Wolff, Stuart Visser, Alan Vanderberg, Carl Rothenberger for Cameron Henke, Jim Miedema, Jerry Felix

ABSENT FOR POLICY BOARD:

Steven Patrick

PRESENT FOR TECHNICAL ADVISORY COMMITTEE:

Matthew Messer, Warren Billett, Beth Thomas, Gord VanHaitsma, Rick Nuvill, Gary Dreyer, Gary Rosema, Rick Yonker, Jim Kohsel, Carl Rothenberger for Cameron Henke, Roger DeYoung

STAFF:

Tim Smith, Mark Jongekrijg, Joe LaLonde, Mike Muskovin, Laura DeGoede

POLICY BOARD

AGENDA ADDITIONS OR CORRECTIONS

Change on Policy Board agenda #11E2 – change \$22,000 to \$20,000.

PUBLIC COMMENT – None

SUBJECT: MINUTES

MOTION CD11-1050 To approve the January 20, 2011 Minutes of the Policy Board.

Moved by: Wolff

Supported by: Felix

Carried

SUBJECT: BUDGET PERFORMANCE, REVENUES, & BALANCE SHEET REPORTS

Central received the Ottawa County millage transfer.

MOTION CD11-1052 To receive the Budget Performance, Revenues, & Balance Sheet Reports as presented.

Moved by: Felix

Supported by: Wolff

Carried

2010 FINANCIAL STATEMENTS were received by the Policy Board.

SUBJECT: CHECK REGISTER

MOTION CD11-1053 To receive the Check Register as presented.

Moved by: Visser

Supported by: Vanderberg

Carried

OCCDA DIRECTOR'S REPORT

1 New Policy Board Member

With changes with MSP, Cameron Henke will be given new role. As of June 1, the Policy Board will have F/Lt Chris McIntire as a new Board member.

2 Central Dispatch Employees

Currently Central's new part time employees are finishing their training. The total number of employees is 41. Central will not be filling the two open part time positions at this time.

3 Co-Pay of Medical

Tim is watching legislation that is dealing with how much public employees may be mandated to pay towards their medical insurance. Possibility of 20%, however the Board could exempt that with a 2/3 vote.

4 Fire Agencies – MABAS – Mutual Box Alarm System

Many fire agencies are signing up with MABAS. At the moment the MABAS Board has done away with the original regional dispatch concept. There is not any definition for Dispatch, which needs to be addressed.

5 Employee Survey

The last employee survey was done in 2007. Comparing the current employee survey and the 2007 survey, the results are flat. Central is looking at ways to improve the survey.

6 Legislation for 700 MHz D Block

There is legislation in both the Senate and House regarding the D Block. Both bills support the spectrum for public safety. The house bill differs with a "give back" clause of having to give back all of the UHF frequencies which Central uses for amateur radio and Medical Control. Central is actively working with representatives to eliminate the "give back". Mark warned that if anyone receives mail regarding the D Block from vendors, to check with Dispatch for clarification before supporting the vendor's position.

Tim will write a letter from OCCDA and Policy Board and TAC listing the concerns. The letter will be signed by both Tim and Pat McGinnis.

SUBJECT: 2011 TAX LEVY

MOTION CD11-1054 To approve the 2011 Tax Resolution at the maximum allowable mils and forward to the Ottawa County Board of Commissioners.

Moved by: Felix

Supported by: Visser

Roll Call Vote:

Patrick McGinnis	Yes
Soren Wolff	Yes
Stuart Visser	Yes
Alan Vanderberg	Yes
Carl Rothenberger for Cameron Henke	Yes
Jim Miedema	Yes
Jerry Felix	Yes
Steven Patrick	Absent

Seven Yes Votes, Carried

SPECIAL MEETING FOR AUGUST

The Policy Board discussed different dates. August 18, 2011 was decided for the next meeting. This meeting will be to look over the 2012 Budget and a closed session for union negotiation strategy.

TECHNICAL ADVISORY COMMITTEE

SUBJECT: MINUTES

MOTION CD11-580 To approve the January 18, 2011 Minutes of the Technical Advisory Committee.

Moved by: Kohsel

Supported by: Billett

Carried

COMMITTEE REPORTS

Ambulance:

Warren:

Have not had a meeting. The issue of GPS has come up and how to better use those devices. NOCH will be getting GPS shortly.

Emergency Management:

Beth:

Beth is new to her position and is still assessing.

Fire S.O.P.

Gord:

Committee met on Feb 15, 2011. The April meeting was cancelled. Discussion about modification to assist both North and South fire. Discussed Rip and Run, which is going well. Rip and Run is also being used by NOCH and has been offered to other ambulance services.

Law Enforcement S.O.P.

Mark:

Meeting on March 24, 2011. Committee mainly discussed wrecker issues.

Radio:

Mike:

Mike went over the Radio Minutes that were passed out mentioning the APX training with Sgt. Stoner from MSP, along with narrowbanding educational sessions held at Dispatch. Tim also passed out a gantt chart prepared by Mike showing an approximate time line for narrowbanding.

Mike went over in detail about the End of Life for the Radio IP MTG. The software will no longer be maintained. Now available is the Radio IP Multi-IP which is the new release. Radio IP is extending the on-site installation at no charge if procured in April, a savings of \$10,000.

SUBJECT: RADIO IP MULT-IP

T.A.C. MOTION

MOTION CD11-581 To approve the recommended upgrade from Radio IP MTG to Radio IP Mult-IP as recommended by the Radio Committee.

Moved by: Yonker

Supported by: VanHaitsma

Carried

Policy Board MOTION

MOTION CD11-1055 To approve the recommended upgrade from Radio IP MTG to Radio IP Mult-IP as recommended by the Radio Committee and Technical Advisory Committee, not to exceed \$20,000.

Moved by: Wolff

Supported by: McGinnis

Carried

ROUND TABLE

Pat McGinnis asked to go around the table for everyone to say who they are and which agency they represent.

Meeting adjourned at 10:08 a.m.

Next Meetings:

T.A.C. – October 4, 2011, 1:30 p.m.

Policy Board – Special Meeting, August 18, 2011, 9:00 a.m.