

MINUTES
OTTAWA COUNTY CENTRAL DISPATCH
POLICY BOARD
Central Dispatch Training Room
September 26, 2013, 9:00 a.m.

PRESENT: Patrick McGinnis, Matthew Messer for Ryan Cotton, Chris McIntire, Toby Van Ess, Jerry Felix, Steven Patrick, Stuart Visser, Alan Vanderberg

GUESTS: Beth Thomas-Bass Emergency Management
Jim Bonamy Grand Haven Finance

STAFF: Tim Smith, Tom Valdez, Joe LaLonde, Mark Jongekrijg, Laura DeGoede

No Agenda Additions or Corrections

No Public Comment

SUBJECT: MINUTES

MOTION CD13-2036 To approve the Minutes of the April 25, 2013 Joint Meeting of the Policy Board and the Technical Advisory Committee.

Moved by: Patrick

Supported by: McIntire

Carried

SUBJECT: BUDGET PERFORMANCE, REVENUES, & BALANCE SHEET REPORTS

Tim mentioned that In January of this year the state surcharge was changed for prepaid phones to add on the 911 surcharge at the time of purchase. It is suspected to generate around a million dollars at the state level. This revenue would be distributed to the counties.

MOTION 13-2037 To receive the Budget Performance, Revenues, & Balance Sheet Reports as presented.

Moved by: Van Ess

Supported by: Felix

Carried

SUBJECT: CHECK REGISTER

MOTION 13-2038 To receive the Check Register Report as presented.

Moved by: Visser

Supported by : Patrick

Carried

OCCDA DIRECTOR'S REPORT

Beginning about 7:00 this morning we received several phone calls of UFOs out of Ottawa County from Pontaluna in Spring Lake to reports crashing big time in Saugatuck. We have not received any reports of damage. We did contact the weather service and there were not any reports.

A. Technical Surcharge

This report is received every year. The Technical Surcharge is maintained by phone companies. Currently in Ottawa County for 2012 the rate was 29 cents. This is assessed on land line phones of which are becoming fewer and fewer. For your information only.

B. Staffing

The last five employees hired have come from previous dispatch experience. Their training has been much quicker than normal.

We are also looking at the possibility of hiring another IT employee. With the amount of technology and radio issues with Next Generation 911 coming soon, it looks like we will need to hire someone. Tim will bring this to the Board for approval if this should occur.

C. Radio Coverage Update

Since the Narrow Banding has been done, we have noticed the change in radio coverage. It is quieter. Mark and Tele-Rad have been going around the county to identify areas that need tuning or adjustments. Some antennas in the Grand Haven area have been raised. In the northeast part of the county, a faulty antenna was discovered and replaced. We are looking at adding an additional antenna in Coopersville to help in the north area as well as along the I96 area where there have been issues in the past.

Tim asked for anyone having coverage issues to bring to dispatch the specifics of a date, place, and time so Mark can address those issues.

D. ACA / Health Care Update

OCCDA Staff and Angela Garner from Health Employee Benefits Solutions are trying to figure out what health plan will work for 2014. Right now there are a lot of unanswered questions and confusion. A meeting will take place on October 7th with Angela, HR personnel, and OCCDA staff. OCCDA has been able to stay under the Michigan hard cap but for 2014 the 20/80 plan will have to be looked at which will mean a lot more cost to the employees. Tim will bring a recommendation to the board at the December meeting.

SUBJECT: CAD/RECORDS/MOBILE/TECH

Tim gave a history of OCCDA's CAD/Records/Mobile/Tech systems. A Steering Committee was established with many sub committees to look into what was needed for the future as well as for today. Three vendors gave demonstrations here at Dispatch and from this it was decided to go with New World Systems. This was approved from the T.A.C. and Radio committees. The Director has strongly encouraged the fire chief's to join the project to enhance service for all Ottawa County Fire Departments. This was discussed at the most recent Fire Chief's meeting with encouragement for fire services to join this new system. The Fire Chiefs have developed a subcommittee to go over their concerns of fire issues with the new system. Tim will be getting two sets of pricing, one including fire services and one without. New World will hold pricings for 24 months.

MOTION CD13-2039 To authorize the Executive Director to negotiate terms, conditions and pricing for the upgrade of our existing CAD / RMS / Mobile Client systems with New World Systems for Dispatch and Law Enforcement applications to the New World Enterprise product. This is also to include optional pricing for deployment of records and field applications for Fire Services pending a decision by the Ottawa County Fire Chiefs Association. Final pricing will be presented to the Policy Board at the December 6, 2013 meeting for Policy Board approval.

Moved by: Vanderberg

Supported by: McIntire

Roll Call Vote:	<u>Yes</u>	<u>No</u>
Patrick McGinnis	Yes	
Matt Messer for Ryan Cotton	Yes	
Chris McIntire	Yes	
Toby Van Ess	Yes	
Jerry Felix	Yes	
Steven Patrick	Yes	
Stuart Visser	Yes	
Alan Vanderberg	Yes	

Eight Yes Votes

SUBJECT: 2014 BUDGET

Jim Bonamy passed out a revised Reserves Forecast spreadsheet. Tim and Jim talked about in the future if the radio project takes 15 million that we would have to go out for a dedicated millage. There is no problem covering the 2014 expenses regarding the CAD/Records/Mobile Client replacement and every day operations.

MOTION CD13-2040 To approve the 2014 Budget and 2013 Budget amendments as presented.

Moved by: Van Ess

Supported by: Felix

Roll Call Vote:	<u>Yes</u>	<u>No</u>
Patrick McGinnis	Yes	
Matt Messer for Ryan Cotton	Yes	
Chris McIntire	Yes	
Toby Van Ess	Yes	
Jerry Felix	Yes	
Steven Patrick	Yes	
Stuart Visser	Yes	
Alan Vanderberg	Yes	

Eight Yes Votes

REQUEST FOR DIRECTOR ANNUAL REVIEW

Tim presented the Strategic Plan accomplishments from January 1, 2013 through September 2013 asking the Policy Board to give him his annual review. The Policy Board set up an Evaluation Committee with Ryan Cotton as Chair with Pat McGinnis and Steve Patrick. The Policy Board asked when receiving the blank evaluation form to promptly fill in what blanks that are appropriate and return to Ryan as soon as possible. The Evaluation Committee will be giving a recommendation at the December meeting based on the form returns.

Tim also mentioned for the next meeting, he will be bringing the recommendations for the non-union employee benefits for 2014. NOTE: under the current union contract, union employees will receive the same percentage wage improvement as non-union, if any.

SUBJECT: ADJOURNMENT

MOTION CD13-2041 To adjourn the September 26, 2013 Meeting of the Policy Board.

Moved by: Messer

Supported by: McIntire

Carried

Next Meeting Friday, December 6, 2013, 9:00 a.m. at Central Dispatch