



MINUTES

REGULAR MEETING

January 14, 2021

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was held electronically via telephonic/video conference due to the COVID-19 pandemic was called to order by Vice Chairperson Jim Ritsema at 3:30 p.m. on Thursday, January 14, 2021.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema, calling from Kalamazoo; Vernon Coakley, calling from Kalamazoo; Jim Pearson, calling from Portage; Rick Fuller, calling from 1500 Lamont in Kalamazoo; Tracie Moored, calling from downtown Kalamazoo; William Fales, calling from mobile in Kalamazoo; Angel Ouwinga, calling from mobile in Grand Rapids; Scott Merlo, calling from WMU; Joe LaMargo, (joined at 3:42) calling from Portage

Others Present: Craig Dieringer, Jeff Troyer, Torie Rose, Chris McComb

ITEM 3 – ORGANIZATIONAL ITEMS

A. Election of 2021 Officers – Chairperson, Vice-Chairperson, Treasurer and Clerk

“Motion by Mr. Fuller, second by Mr. Merlo to retain the existing slate of officers, Ms. VanDerKley as Chairperson, Mr. Ritsema as Vice-Chair, Mr. Martin as Treasurer and Mr. Fuller as Clerk for 2021.”

On a roll call vote, Yes – 8, No – 0. **MOTION CARRIED.**

ITEM 4 - APPROVAL OF MEETING MINUTES

A. December 10, 2020 – Regular Meeting

“Motion by Mr. Merlo, second by Mr. Fuller to approve the meeting minutes for the December 10, 2020 Regular Meeting as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 5 - CITIZENS TIME

There was none.

ITEM 6 – FOR CONSIDERATION

A. Executive Director Report

1. Administration's Monthly Report

Mr. Troyer gave a review of the monthly report.

2. December Reconciliation Reports

Mr. Troyer stated the December Reconciliation Report was included in the packet.

3. Year-to-Date Budget Performance Report

- a. FY-2021
- b. FY-2020

The Budget Performance Report was included in the packet. He noted that most large contracts start at the beginning of the year so there are some large charges already accounted for in 2021.

4. Correspondence

- a. Line-Item Transfers Memo dated 12/30/2020

Mr. Troyer stated the information does not change the overall line items budget.

B. Committee Reports

1. Executive Committee – Jim Ritsema

Mr. Ritsema stated the Executive Committee met and discussed the agenda.

- a. Personnel Committee – Joe LaMargo

Mr. LaMargo stated the Personnel Committee did not meet but will be scheduling a meeting.

2. Technical Advisory Committee – Scott Merlo

- a. Meeting Minutes from December 2, 2020 and January 6, 2021

Mr. Merlo stated they had a meeting on January 6 and voted Mr. Ergang as Chairperson, Mr. Merlo as Vice-Chair. The Committee discussed the RAVE system and trying to find a short name.

Mr. Troyer stated he developed a new Administrative Order for an alternative way of identifying way to report positive COVID cases. Over the last few months, the numbers were so large, and the Health Department did not have the staffing, so we weren't getting positive case information as promptly as we had hoped. Dispatchers now ask callers if they or anyone else at the location are positive cases and people have been pretty honest so far. Command officers can also add premise alerts.

4. Finance Committee – Don Martin

Mr. Troyer stated the Committee has nothing to report at this time. The Committee will meet again in February.

C. Old Business

There was none.

D. New Business

1. Property and Liability Insurance Renewal – February 2021 thru January 2022

Mr. Troyer stated we are on a calendar year renewal and received the 2021 bill on December 21. The renewal was \$67,000, more than double than what it has been in years past. We budgeted \$40,000 to allow for an increase for the new equipment from Motorola. He talked with Burnham and Flower and secured a one-month extension and Mr. Troyer would work with them to make sure everything was categorized correctly. In addition, Mr. Troyer sent all of KCCDA's information to Michigan Municipal Risk Management Authority (MMRMA) to get a competitive quote. Mr. Troyer advised that MMRMA's quote came in about five and a half percent lower than the Par Plan. MMRMA classifies tower sites differently than the Par Plan and they have a couple line items with larger limits. MMRMA has a PSAP subcommittee, offers redistribution of premiums after you have been with them for a while as well as RAP grants up to \$15,000. He recommended approval and asked for authorization to execute all documents including the Participation Agreement. He stated the approval will go over the 2021 budget, but it will be included in the first budget amendment in May.

“Motion by Mr. Fuller, second by Mr. Merlo to approve the proposal from MMRMA and authorize the Executive Director to execute the documents including the MMRMA Joint Participation Agreement.”

On a roll call vote, Yes – 9, No – 0. **MOTION CARRIED.**

E. Other Items

1. Member Comments

Mr. Troyer presented a retirement clock to Angel Ouwinga and congratulated her on her retirement. He stated it had been an honor to work with her.

Ms. Ouwinga thanked Mr. Troyer and stated things are working really well, kudos to everyone. She stated that Scott Ernestes will be the Acting Post Commander for a couple weeks to a month and he is doing a great job.

Mr. Ritsema congratulated and gave Ms. Ouwinga best wishes.

Mr. Fuller thanked Ms. Ouwinga for all she had done and congratulated her.

Dr. Fales told Ms. Ouwinga she was too young to retire.

Mr. Merlo thanked Ms. Ouwinga for everything she had done in our law enforcement community.

Mr. Coakley thanked Ms. Ouwinga and stated the relationship had been great. He hoped she enjoyed the next half of her life.

Mr. Fuller stated if anyone is looking to get staff in for vaccines, they should go to the HCS website, log in, and you can be an administrator for your location. Contact Vern Johnson to make sure you are given times and opportunities to get vaccinated

Ms. Moored stated she will be the alternate for the committee, as John Gisler will become the primary. Committee appointments will be adopted next Tuesday.

Mr. Coakley stated KDPS has an operational plan in effect for Inauguration Day. He had no information on any protests or demonstrations proposed in West Michigan right now. He stated he would keep everyone updated.

2. Next regular scheduled meeting – March 11, 2021

3. Adjournment

The meeting was adjourned at 4:02 p.m.

Richard C. Fuller III
Clerk of KCCDA Board of Directors