



MINUTES

REGULAR MEETING

September 9, 2021

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Vice Chair Jim Ritsema at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, September 9, 2021.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema; Adam Herringa; Vic Ledbetter (by phone); Rick Fuller (by phone); John Gisler; Scott Ernstes; Dexter Mitchell; Scott Merlo; Chad Tackett; William Fales

Others Present: Scott Jackson, Jeff Troyer, Torie Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. July 8, 2021 – Regular Meeting

“Motion by Mr. Mitchell, second by Mr. Merlo to approve the meeting minutes for the July 8, 2021, Regular Meeting as presented.”

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

Special Presentation

Vice Chair Jim Ritsema presented former Board Member Jim Pearson a clock in appreciation of his time and commitment to the Kalamazoo County Dispatch Authority.

ITEM 4 - CITIZENS TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. Executive Director Report

1. Administration's Monthly Report

Mr. Troyer gave an overview of the monthly report included in the packet, noting it included a new report for EMS call transfers.

2. July and August Reconciliation Reports

Mr. Troyer gave a review of the July and August Reconciliation Reports.

3. Year-to-Date Budget Performance Report

The Budget Performance Report was included in the packet.

4. Correspondence

- a. City of Portage Board Appointment dated July 14, 2021
- b. City of Portage Board Appointment dated August 20, 2021
- c. MEMO – 2021 Budget Line-Item Transfers dated August 31, 2021

B. Committee Reports

1. Executive Committee – Jim Ritsema

Mr. Ritsema stated the Committee met and reviewed the agenda.

a. Personnel Committee Chairman

Mr. Ritsema stated the Executive Committee discussed the vacant Personnel Committee Chair position and Chairperson Van Der Kley appointed Adam Herringa.

2. Personnel Committee – Adam Herringa

Mr. Troyer noted the Personnel Committee has not met but will be scheduling a meeting before the end of the year.

3. Technical Advisory Committee – Scott Merlo

a. Meeting Minutes from July 7, 2021

Mr. Troyer stated TAC held general discussion and meeting minutes were included in the packet.

4. Finance Committee – Don Martin

Mr. Troyer stated the Finance Committee was scheduled to meet later in September. They will review the first draft of the 2022 budget. The first review will be in September, the second in October, with the final draft being presented to the Board at the November meeting.

C. Old Business

There was none.

D. New Business

There was none.

E. Other Items

1. Member Comments

Mr. Gisler requested name plaques in front of everyone since they were from different agencies and not all familiar with one another.

Dr. Fales stated we are in the middle of an EMS workforce crisis. They have been able to sustain operations but the number of units on the road is low. He stated they are looking for ways to optimize efficiencies.

2. Next regular scheduled meeting – October 14, 2021

3. Adjournment

The meeting was adjourned at 3:46 p.m.

Christine McComb
Deputy Clerk of KCCDA Board of Directors