



MINUTES

REGULAR MEETING

January 11, 2024

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chairperson 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, January 11, 2024.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema, Matt Huber, Pat McGinnis, Craig Dieringer, Don Martin, Steven Leuty, Tracie Moored, Scott Merlo, Greg McComb

Others Present: Kevin Catlin, Chad Tackett, Jeff Troyer, Victoria Rose, Chris McComb

ITEM 3 – ORGANIZATIONAL ITEMS

A. Election of 2024 Officers – Chairperson, Vice-Chairperson, Treasurer and Clerk

“Motion by Mr. McGinnis, second by Mr. Merlo to nominate the current Board, Chairperson Jan VanDerKley, Vice-Chairperson Jim Ritsema, Treasurer Don Martin and Clerk Richard Fuller to serve in the same capacity as the 2024 KCCDA Board of Directors.”

On a voice vote, MOTION CARRIED.

ITEM 4 – APPROVAL OF MEETING MINUTES

A. Minutes of the November 9, 2023, Regular Meeting

“Motion by Mr. Huber, second by Mr. Merlo to approve the minutes of the November 7, 2023, 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. Administrative Monthly Report

Mr. Troyer stated the monthly reports were all included in the packet and presented a review of the material.

2. November and December 2023 Reconciliation Report

Mr. Troyer stated the November and December 2023 Reconciliation Reports were included in the packet and there were no anomalies.

3. Year-to-Date Budget Performance Report (2023)

Mr. Troyer stated the Year-to-Date Budget Performance Report for 2023 was included in the packet. He noted that nothing from 2024 was posted yet.

4. Correspondence

There was none.

- B. Committee Reports

1. Executive Committee – Jim Ritsema

- a. Meeting Minutes from November 7, 2023, Regular Meeting

Mr. Ritsema stated the meeting minutes were presented in the packet.

2. Personnel Committee – Pat McGinnis

Mr. McGinnis had nothing to report from the Personnel Committee.

3. Technical Advisory Committee – Scott Merlo

Mr. Merlo stated the Committee met; however, he had nothing to report.

4. Finance Committee – Don Martin

Mr. Martin had nothing to report from the Finance Committee.

- C. Old Business

There was none.

- D. New Business

1. Michigan Local Cybersecurity Grant Program – Local Consent Agreement

Mr. Troyer stated approval of the Consent Agreement is required to be eligible for one of the three categories of grant funds from the Michigan Local Cybersecurity Grant Program. Administration is interested in the Endpoint Detection and Response Software licensing. The agreement has been reviewed by legal counsel.

McGinnis, Martin CARRIED

“Motion by Mr. McGinnis, second by Mr. Martin to approve and authorize the Executive Director to executive the Local Consent Agreement for the Michigan Local Cybersecurity Grant Program as presented.”

On a voice vote, MOTION CARRIED.

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Martin inquired if progress has been made on the daycare program.

Mr. Troyer stated staff did research and are working to develop administrative guidelines so if an employee doesn't meet TriShare program requirements, they will still have an alternative through KCCDA for a one third reimbursement. There will be a Personnel Committee meeting in February to discuss.

B. Next regular scheduled meeting – March 14, 2024 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 3:47 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors