



MINUTES

REGULAR MEETING

May 12, 2022

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chairperson Jan VanDerKley at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, May 12, 2022.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema; Matt Huber; John Gisler; Craig Dieringer; Scott Ernstes; Don Martin; Dexter Mitchell; Jan VanDerKley; Scott Merlo; Chad Tackett; Adam Herringa (arrived at 3:36)

Others Present: Nick Arnold; Jeff Troyer; Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. March 10, 2022 – Regular Meeting

“Motion by Mr. Martin, second by Mr. Ritsema to approve the meeting minutes for the March 10, 2022, Regular Meeting as presented.”

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

ITEM 4 - CITIZENS TIME

There was none.

ITEM 5 –FOR CONSIDERATION

A. Executive Director Report

1. Administration’s Monthly Report

Mr. Troyer then introduced Joanna Johnson, Managing Director for the Kalamazoo County Road Commission. Mr. Troyer described the KCCDA and Road Commission collaboration on Active911 for the Road Commission.

Ms. Johnson announced that the Road Commission had been given two awards for the coordination with KCCDA to implement Active911. One award was the County Road Association Impress Award. The second award was a People’s Choice Award for success in operations. She stated they hope to have the program fully implemented by the end of the month and she appreciates working together.

Ms. VanDerKley thanked Ms. Johnson and stated she appreciated the partnership. She stated that Dispatch was consolidated to improve services in the county and this is a perfect example of that.

Mr. Martin stated this will really help how the road department services the residents.

Mr. Troyer stated the new process will save considerable time in making phone calls, as someone can be assigned to the call.

Ms. Johnson stated this will be copied across the state and speaks to the value of the project.

Mr. Troyer provided tower and staffing updates then noted the FEMA grants were both approved. He stated the normal statistical reports were included in the packet.

2. March and April Reconciliation Reports

Mr. Troyer stated the March and April reconciliation reports of the General Checking and MI Class accounts were attached.

3. Year-to-Date Budget Performance Report

- a. FY-2022
- b. FY-2021 (Final)

Mr. Troyer stated there were no anomalies in the budget performance reports, which were YTD FY 2022 and the final budget performance report (post audit) for 2021 .

4. Correspondence

There was none.

B. Committee Reports

1. Executive Committee – Jan VanDerKley
 - a. Meeting Minutes from March 1, 2022
 - b. UPDATE - County ARPA Funds Grant Application

Mr. Troyer presented an ARPA grant request update. He stated the essential worker premium pay totaled \$7500 and was submitted across two time periods. If awarded, the authority match will just be taxes.

2. Personnel Committee – Adam Herringa
3. Technical Advisory Committee – Scott Merlo
 - a. Meeting Minutes from March 2, 2022

Mr. Merlo stated the Technical Advisory Committee met and discussed MPSCS talk group optimization.

Mr. Troyer explained that most talk groups were programmed to be statewide, so they are trying to narrow down service areas to optimize the overall system.

3. Finance Committee – Don Martin

Mr. Troyer introduced Steven Bryer of Siegfried and Crandall.

Steven Bryer, Siegfried & Crandall, presented the 2021 audit. He stated the audit opinion was clean, except for internal controls and there were no weaknesses other than they prepare the financial statements. He thanked Mr. Troyer and his staff and stated that Mr. Troyer does a great job.

Mr. Martin stated the budget amendment had been approved by the Finance Committee.

Mr. Troyer stated we typically do one budget amendment in the spring and one in the fall to realign expenditures. He then reviewed the amendment request.

“Motion by Mr. Martin, second by Mr. Mitchell to approve the 2022 Budget Amendment Revision I as presented including total expenditures of \$9,810,674.”

On a roll call vote, Yes – 11, No – 0. MOTION CARRIED.

C. Old Business

There was none.

D. New Business

There was none.

ITEM 6 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Gisler announced there was a new County Administrator, Kevin Catlin and a new DEI director, Alvin Gray. He also stated the new justice center would be having a topping out ceremony coming in the next week or two.

B. Next regular scheduled meeting – July 14, 2022 (Chief Switalski Meeting Room)

ITEM 7 - ADJOURNMENT

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

Chris McComb
Deputy Clerk of KCCDA Board of Directors