



NOTICE and AGENDA for
Kalamazoo County Consolidated Dispatch Authority
BOARD OF DIRECTORS
July 11, 2024 – Regular Meeting

PLEASE TAKE NOTICE that a REGULAR Meeting of the Kalamazoo County Consolidated Dispatch Authority (KCCDA) Board of Directors will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, Michigan on **Thursday, July 11th, 2024** at 3:30 p.m. for consideration of items, namely, on this Agenda.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

Western Michigan University <i>Jan VanDerKley, Chairperson</i> (Alt. T. Moored)	City of Kalamazoo <i>Jim Ritsema, Vice-Chairperson</i> (Alt. J. Chamberlain)
Western Michigan University <i>Scott Merlo</i> (Alt. T. Unangst)	City of Kalamazoo <i>Matt Huber</i> (Alt. D. Boysen)
City of Portage <i>Pat McGinnis</i> (Alt. A. Herringa)	Township of Kalamazoo <i>Don Martin, Treasurer</i> (Alt. Undesignated)
City of Portage <i>Victor Ledbetter</i> (Alt. P. Randall)	Township of Kalamazoo <i>Steven Leuty</i> (Alt. Undesignated)
Kalamazoo County Board of Commissioners <i>Dale Deleeuw</i> (Alt. J. Heppler)	Kalamazoo County Fire Chiefs Association <i>Greg McComb</i> (Alt. C. Tackett)
Kalamazoo County Sheriff <i>Richard Fuller, Secretary</i> (Alt. J. VanDyken)	Michigan State Police <i>Scott Ernestes</i> (Alt. C. McRae)
Kalamazoo County Medical Control Authority <i>William Fales</i> (Alt. C. Dieringer)	

ITEM 3 – APPROVAL OF MEETING MINUTES

- A. May 9th – Regular Meeting

ITEM 4 – CITIZENS’ TIME

The Board welcomes members of the public to express their ideas or concerns about issues affecting Kalamazoo County Consolidated Dispatch Authority. Members of the public wishing to speak are requested to stand and state their full name and address for the record. Each member of the public is limited to four minutes or less.

ITEM 5 – FOR CONSIDERATION

- A. Executive Director Report
 - 1. Administrative Monthly Report
 - 2. May and June Reconciliation Reports
 - 3. Year-to-Date Budget Performance Report:
 - a. 2024 – General Fund
 - b. 2024 – Capital Projects Fund
 - 4. Correspondence
- B. Committee Reports
 - 1. Executive Committee – Jan Van Der Kley
 - a. Meeting Minutes from May 7th (Informational only)
 - 2. Personnel Committee – Pat McGinnis
 - 3. Technical Advisory Committee – Scott Merlo
 - a. Meeting Minutes from May 1st (Informational only)
 - 4. Finance Committee – Don Martin

C. Old Business

D. New Business

1. Security Camera Upgrade Project
2. MI Tri-Share Employer Agreement with United Way of Northwest Michigan
3. Resolution 2024-01 – Emergency Communications Officer Positions

ITEM 6 – OTHER ITEMS

A. Announcements and Member Comments

B. Next regular scheduled meeting – September 12th, 2024 (Chief Switalski Meeting Room)

ITEM 7 – ADJOURNMENT

KCCDA meetings are open to all without regard to religion, race, color, national origin, sex, sexual orientation, gender identity or expression, height, weight, familial status, marital status, disability, or any other legally protected class. The KCCDA will provide special aid or assistance to attend a KCCDA meeting and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities, upon four (4) business days' notice to the KCCDA. Individuals with disabilities requiring auxiliary aids or services should contact KCCDA by emailing admin@kccda911.org or calling (269) 488-8911.



MINUTES

REGULAR MEETING

May 9, 2024

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Vice Chairperson James Ritsema at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, May 9, 2024.

ITEM 2 – ROLL CALL

Members Present: Tracey Moored, Jim Ritsema, Matt Huber, Don Martin, Steven Leuty, Dale Deleeuw, Greg McComb, Rick Fuller, Scott Ernstes, Craig Dieringer, Pat McGinnis (by phone)

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

ITEM 3 – APPROVAL OF MEETING MINUTES

A. Minutes of the March 14, 2024, Regular Meeting

“Motion by Mr. Martin, second by Mr. McComb to approve the minutes of the March 14, 2024, 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 presented a timeline for the May 7th tornado events.

Mr. Fuller stated the dispatch center was on top of it when the second tornado came in. It was a very tense moment, and he is very thankful for the work dispatch did.

2. March and April Reconciliation Report

Mr. Troyer stated the March and April Reconciliation Reports were included in the packet and there were no anomalies.

3. Year-to-Date Budget Performance Report

- a. Fiscal Year 2023
- b. Fiscal Year 2024 – General Fund & Capital Projects Fund

Mr. Troyer stated the General and Capital Projects Fund performance reports were included in the packet.

4. Correspondence

There was none.

B. Committee Reports

1. Executive Committee – Jan VanDerKley

- a. Meeting Minutes from January 9, 2024, Regular Meeting

Mr. Ritsema stated the minutes included in the packet. The Committee met Tuesday and they look forward to the audit presentation coming up.

2. Personnel Committee – Pat McGinnis

Mr. McGinnis stated he had nothing to report.

3. Technical Advisory Committee – Scott Ernstes

- a. Meeting minutes from March 6, 2024
- b. CAD and Mobile System Proposals – Administration’s Recommendations

Mr. Troyer stated the minutes were included in the packet. The Committee received a recommendation from Administration regarding the CAD and Mobile System proposals, and it is included in the packet. TAC unanimously supported the recommendation to move forward with the current system and turn down the proposals that were submitted.

- c. Prepared Live

Mr. Troyer announced that the dispatch center began using Prepared Live, allowing them to bring different media into the dispatch center. This is an all-in-one solution, all texts come in on this as well as video. Mr. Troyer presented a short demonstration and noted the system also has translation functionality.

4. Finance Committee – Don Martin

- a. Meeting minutes from April 30, 2024
- b. 2024 General Fund Budget Amendment – REVISION I

Mr. Troyer presented a review of the General Fund Budget Amendment.

“Motion by Mr. Leuty, second by Mr. Fuller to approve 2024 General Fund Budget Amendment – REVISION I resulting in total expenditures equal to \$9,174,629 as presented.”

On a roll call vote, Yes – 10, No – 0. **MOTION CARRIED.**

c. 2024 Capital Projects Fund Budget Amendment – REVISION I

Mr. Troyer presented the Capital Projects Fund Amendment. He noted the budget amendment was put together before the CAD and Mobile System recommendation, so it is still in this budget revision.

“Motion by Mr. McComb, second by Mr. Leuty to approve the 2024 Capital Projects Fund Budget Amendment – REVISION I resulting in total expenditures equal to \$2,249,000 as presented.”

On a roll call vote, Yes – 10, No – 0. **MOTION CARRIED.**

C. Old Business

There was none.

D. New Business

1. Fiscal Year 2023 Financial Audit Presentation

Brian Hake, Manager at Kruggel Lawton, presented the 2023 financial audit. He stated the Authority was issued an unmodified opinion and it was a successful audit.

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Fuller reiterated that he was thankful for the work dispatch did during the tornado.

Mr. McGinnis stated he was also thankful.

B. Next regular scheduled meeting – July 11, 2024 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 4:12 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors

KCCDA Administrative Report

June 2024

(Completed July 2, 2024)

Meetings, Discussions, Conference Calls, & Events

The following is a summary of meetings/conference calls, events, and presentations attended by KCCDA's Administrative Team during the timeframe indicated above:

- 51 – Meetings, Video/Telephone Conferences, and Presentations

Tasks and/or Projects

The following are tasks worked on by the KCCDA Administration during this period.

- **2024 CAPITAL IMPROVEMENT PROJECTS**

The following is a list of Capital Improvement Projects approved for 2024:

- **#1 – Primary PSAP UPS Battery Replacement (Budget: \$60,000)**
An updated quote was received, and a purchase order has been issued for the replacement of 80 VRLA sealed batteries in the Eaton Uninterruptible Power Supply (UPS). Project Total Cost - \$57,907.80. Installation of the batteries was completed on June 20th.
- **#2 – CAD and Mobile Computing System (Budget: Software-\$1,250,000 & Servers-\$500,000)**
Administration's recommendation was approved: *After considering all factors, including the time and resources it takes to build and train all staff on a new CAD and Mobile System, administration does not believe it is in KCCDA's best interest to proceed any further with any of the vendor proposals and instead will continue to utilize the Tyler System.* This project is considered complete as KCCDA will not be switching systems.
- **#3 – Multi-Factor Authentication (Budget: \$40,000)**
An additional \$20,000 was allocated toward this project in May as part of the 2024 Capital Project Fund Budget Amendment – Revision I. Administration finalized the End User License Agreement, Scope of Work, and issued the purchase order for Imprivata on July 1st. Project schedule and implementation will be forthcoming.
- **#4 – Dispatch Console Monitor Replacement (Budget: \$30,000)**
COMPLETE - All dispatch console monitors were replaced in February. Project total - \$17,253.
- **#5 – Top of Rack and Network Switches (Budget: \$75,000)**
Trace3 was selected as the vendor for the Top of Rack and Network switches project totaling \$41,899. All switches have arrived on site and Network and Systems

Administrator Moored had a project kick-off meeting with Trace3. KCCDA IT and Trace3 have completed the switch configurations, and the new switches were brought online on May 22nd. This project is complete.

- *#6 – Back-up Center Improvements (Budget: Arch/Reno-\$250,000 & Equip/Software-\$75,000)*
On February 22nd, Adam Herringa with the City Portage advised they finished their square footage assessment, and it looked good for a backup dispatch center to be located at the facility. Two meetings were held in March to discuss needs including a site visit/walkthrough at the facility on March 18th. The city and administration continue to negotiate the specified and common spaces. Administration was able to confirm from its 911 Service Provider that if KCCDA occupies the facility, they will have to run two separate carrier fibers to the building which will be covered under the State of Michigan’s 911 technical fee/surcharge.
- *#7 – Primary PSAP Electric/Lighting Upgrades (Budget: \$30,000)*
Hi-Tech electricians were on site and completed the lighting upgrades the week of March 11th. Hi-Tech returned in mid-April and was able to move one of the two GFCI outlets in the lower-level kitchen/break room area. This project is complete.
- *TOWER SITE 5113 – PORTAGE (8595 S. 12TH ST.)*
This tower site took a direct hit from the May 7th tornado. Administration reported the damage to KCCDA’s property insurance carrier MMRMA. There was significant damage to fencing compound and minor damage to equipment on the tower. The total cost of the tornado damage at the site (as it stands today), is \$39,113.16. All repairs are complete except for the fencing.
- *END USER RADIO INVENTORY & REPROGRAMMING*
At the May Technical Advisory Committee meeting, Administration discussed the need to conduct an end-user radio survey for multiple reasons: 1) Coordinated radio template reprogramming event, transition of primary fire communications to the Kalamazoo MPSCS Simulcast System, and law enforcement radio replacement and transition to AES encryption. KCCDA distributed the radio inventory survey to all end-user agencies on June 12th with a due date no later than July 18th.
- *MASS CASUALTY INCIDENT NATURE CODE*
The MCI nature code response plans have been built on the EMS side and KCCDA IT continues to build out fire response plans as the information is received back from the departments. At the time of this report, all fire agencies (except KDPS) have been contacted about the run cards and the following are complete: Alamo, Comstock, Cooper, Oshtemo, Texas, and Kalamazoo Township. KCCDA has set June 30th as the deadline for agencies to submit their MCI run cards. Any agency who does not submit before July 1st, will have their Commercial Structure Fire run cards copied over and inserted as their MCI run cards. KCCDA will turn on “MCI” on the fire side of CAD August 1st.

- KCCDA STAFFING

The following is a snapshot of KCCDA staffing levels as of July 2, 2024:

POSITION/TITLE	POSITIONS Budgeted	POSITIONS Filled	NOTES
ECO – I	12	10	
ECO – II	36	24	
PT ECO's	7	8	
Dispatch Supervisor	6	6	
TOTAL:	61	48	

Three new ECO-I's began their training on June 10th. Welcome ECO's Huntley-Reinhart, McDonald, and Nast.

We opened our second application process for the year for Emergency Communication Officers June 24th – July 1st. We had 162 individuals submit applications and after initial review and preliminary backgrounds, 104 were invited to participate in pre-employment testing scheduled for July 10th.

- MONTH END FINANCIALS

The Michigan Class investment account and the Mercantile General Business Checking was reconciled with the general ledger on July 2, 2024.

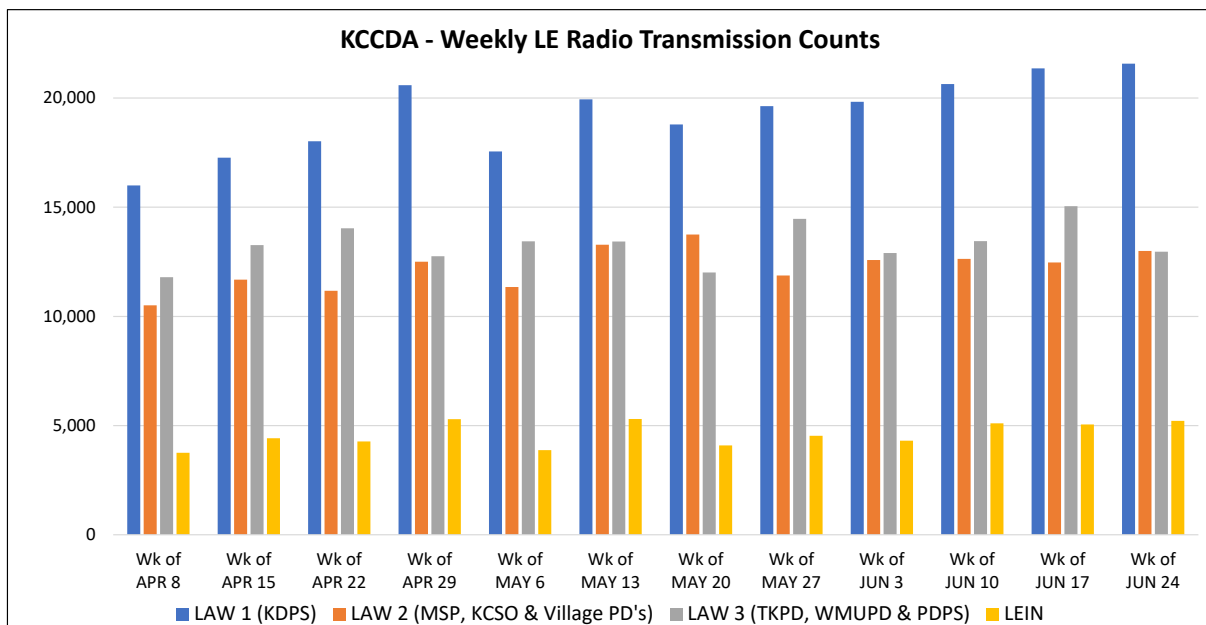
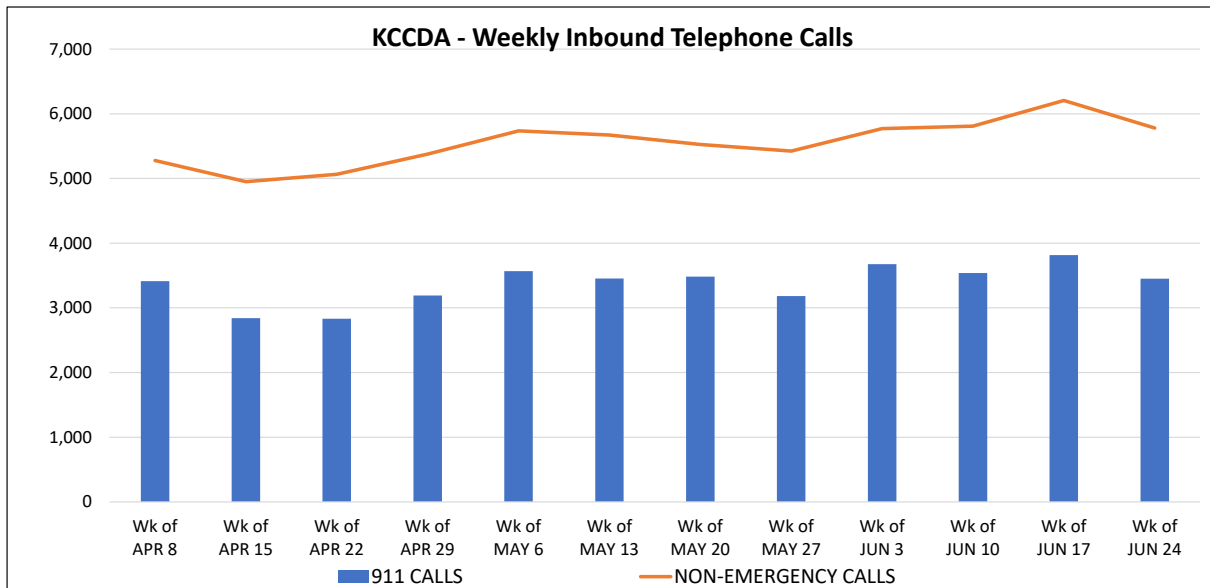
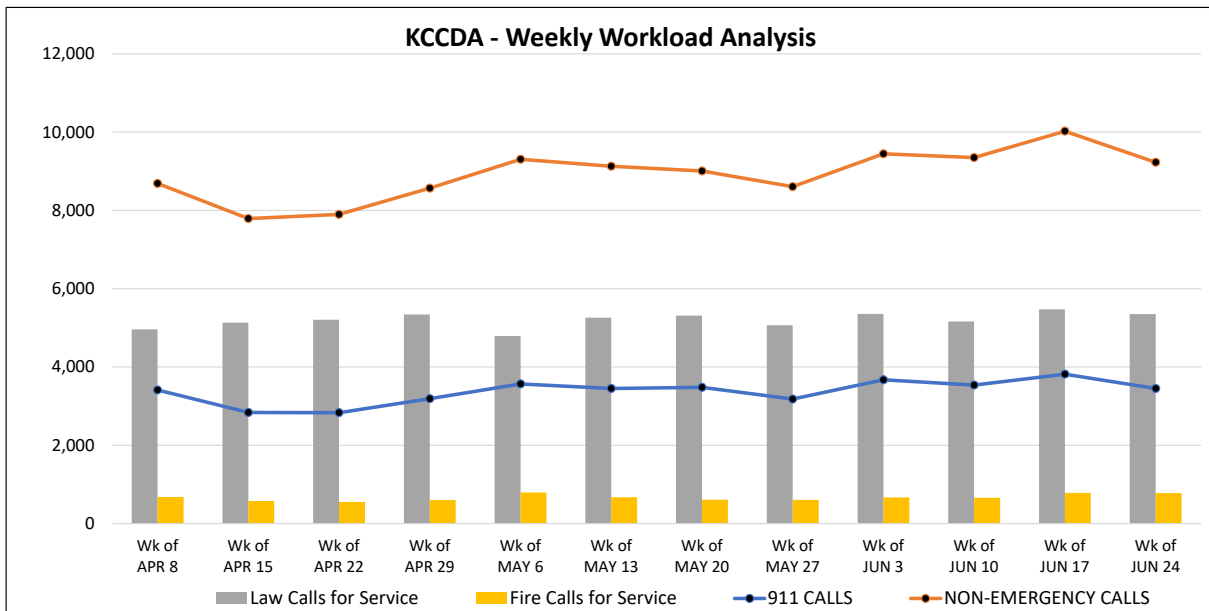
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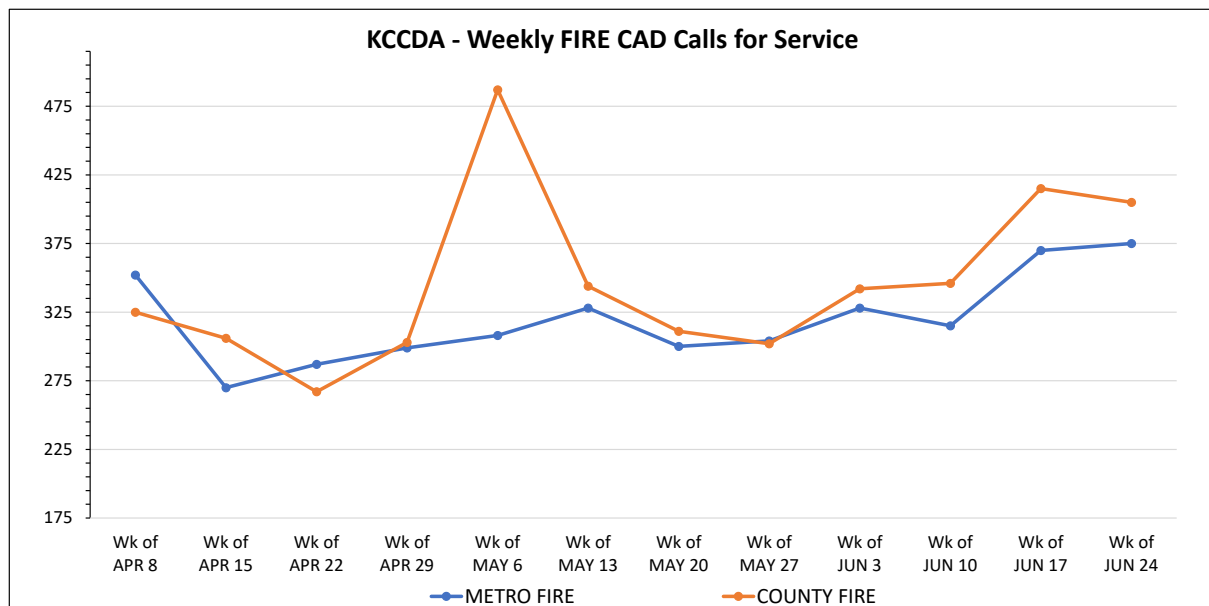
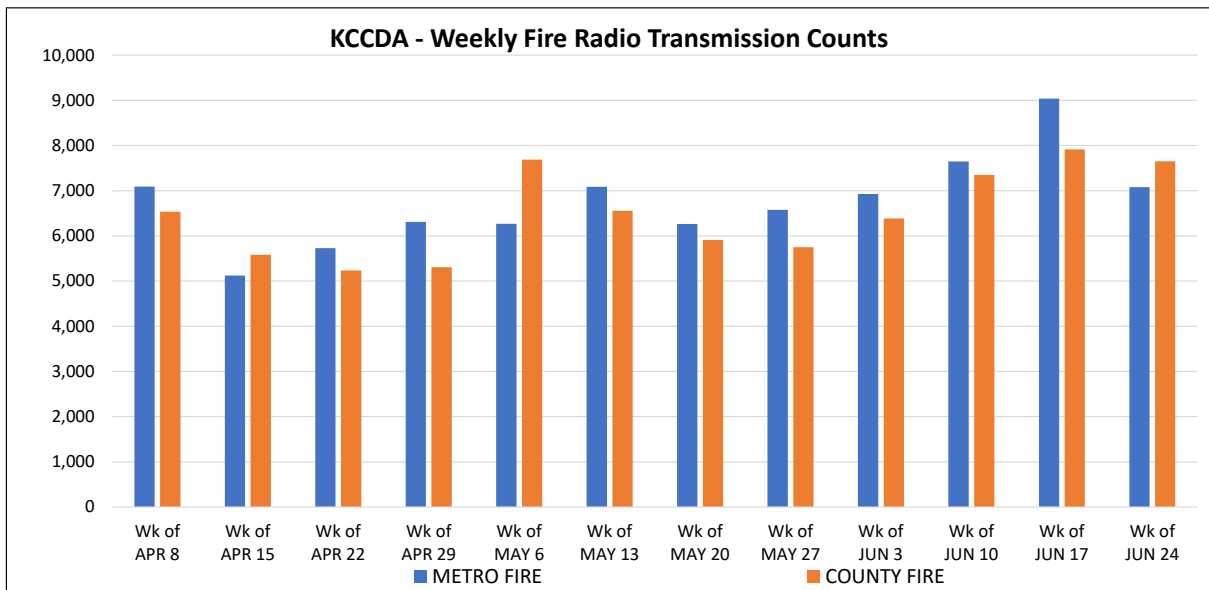
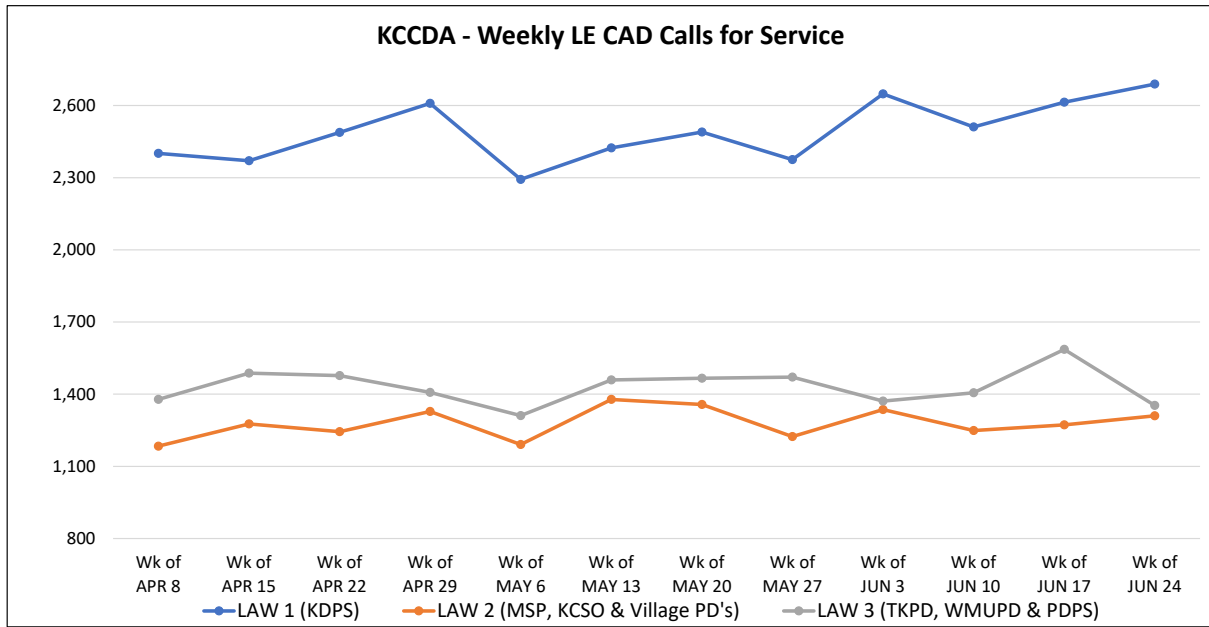
Attached are several different statistical and performance metrics reports:

- ✓ Monthly Accolades, Complaints and Suggestions
- ✓ Weekly Workload Graphs
- ✓ 2024 and 2023 Monthly workload statistics
- ✓ Emergency Call Wait Time Report

June 2024 - Accolades, Complaints and Suggestions

Date Recvd	Related Dept	Received From	Incident Number	Date of Incident	Chief Accolade, Complaint or Suggestion	Investigative Results	KCCDA Actions (if any)
6/17/2024	Animal Control	Kevin Sampson	CFS 6000/5971	6/17/2024	AC Sampson was upset that he was not updated on a call. He was sent on a found dog and once he returned the dog to the owner, the owner stated he called 911 to report the dog lost.	Upon further investigation, the dog was found prior to the owner calling 911. When the owner called, he reported the dog stolen from his van. The original found dog animal complaint had already been cleared out as AC had acknowledged the call. No note was placed in the chat regarding a found dog, therefore, the call taker who took the report of the stolen dog did not know there was a found dog to update AC Sampson.	Remind dispatch staff to put a note in the chat about lost/found dogs. Unfortunately, that only helps if it occurs on their shift.
6/19/2024	PDPS	Sgt. Wentworth	Storm on 6/16/24	6/16/2024	<p>I wanted to take a moment to commend you and your crew for your awesome work during the storm that rolled through on 6/16. If my math serves me right, it was around 140 Portage PD calls that were created as a result of the storm for down trees, powerlines, flooded streets, and other hazards.</p> <p>Major shout out to Hannah for going above and beyond to make all the appropriate notifications to our city streets department, Consumers, MDOT, road commission, etc. I believe she had some assistance (might have been Cam?) along the way too, so if I'm forgetting anyone, please make sure they get the proper kudos and know we truly appreciated all the help. Without it, we would've been struggling to keep up.</p> <p>The calls were coming in rapid fire and you all took care of business. If you could send this up your chain so they all know, I would appreciate it.</p>		Accolade was shared with dispatch staff working that night.





2024 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<u>Primary Dispatch:</u>													
LAW 1	73,288	75,661	76,498	74,428	85,154	88,703							473,732
LAW 2	49,179	45,252	47,042	46,212	55,355	54,311							297,351
LAW 3	47,151	51,462	52,755	54,106	58,563	58,421							322,458
METRO FIRE	29,369	27,038	26,124	25,595	29,000	32,478							169,604
COUNTY FIRE	30,135	24,413	27,692	24,326	27,950	30,838							165,354
LEIN	16,486	19,927	19,615	18,073	20,480	20,804							115,385
<u>Tactical Channels:</u>													
800-TAC 1	8,042	9,265	6,312	5,784	4,823	5,388							39,614
800-TAC 2	1,034	621	830	712	1,938	981							6,116
800-TAC 3	1,215	1,571	1,319	812	2,171	1,019							8,107
800-TAC 4	186	1350	1398	350	1,202	622							5,108
800-TAC 5	3,330	3,086	6,006	6,680	5,502	1,411							26,015
800-TAC 6	285	179	14	3	4	108							593
800-TAC 7	3	1	241	50	118	100							513
800-TAC 8	86	6	6	20	464	13							595
TOTAL:	259,789	259,832	265,852	257,151	292,724	295,197	0	0	0	0	0	0	1,630,545
<i>Compared to 2023:</i>	<i>-2.09%</i>	<i>-3.56%</i>	<i>5.23%</i>	<i>-0.54%</i>	<i>6.00%</i>	<i>12.69%</i>							

2024 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
PHONE CALLS													
911 CALLS	11,786	10,943	12,336	12,815	15,155	15,331							78,366
NON-EMERGENCY	21,953	19,933	21,436	21,689	24,741	24,912							134,664
TOTAL:	33,739	30,876	33,772	34,504	39,896	40,243	0	0	0	0	0	0	213,030
<i>Compared to 2023:</i>	<i>-4.40%</i>	<i>-15.21%</i>	<i>-7.61%</i>	<i>-12.95%</i>	<i>-8.48%</i>	<i>-7.34%</i>							

2024 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,554	9,576	10,108	10,435	10,753	11,106							61,532
LAW 2	4,854	5,046	5,178	5,242	5,731	5,486							31,537
LAW 3	5,398	5,847	5,697	6,130	6,384	6,017							35,473
METRO FIRE	1,331	1,191	1,170	1,310	1,366	1,436							7,804
COUNTY FIRE	1,498	1,265	1,252	1,284	1,570	1,587							8,456
TOTAL:	22,635	22,925	23,405	24,401	25,804	25,632	0	0	0	0	0	0	144,802
<i>Compared to 2023:</i>	<i>-2.90%</i>	<i>-5.67%</i>	<i>0.83%</i>	<i>3.02%</i>	<i>1.46%</i>	<i>5.12%</i>							

2023 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<u>Primary Dispatch:</u>													
LAW 1	78,060	77,005	78,928	83,364	81,574	75,316	82,935	82,670	79,506	82,850	73,744	78,250	954,202
LAW 2	46,053	44,784	44,821	45,054	48,859	49,168	54,824	50,381	48,893	49,714	45,781	49,046	577,378
LAW 3	62,826	55,292	52,252	52,421	57,348	50,581	55,262	54,195	55,881	58,385	46,766	50,349	651,558
METRO FIRE	25,117	31,539	25,635	25,267	28,982	26,389	29,475	27,653	27,359	27,805	25,949	27,150	328,320
COUNTY FIRE	25,787	35,097	24,633	23,800	28,120	27,248	29,863	27,833	24,846	24,547	27,060	25,282	324,116
LEIN	18,707	17,654	18,161	19,318	20,276	20,180	21,104	20,209	20,488	18,631	17,389	20,328	232,445
<u>Tactical Channels:</u>													
800-TAC 1	6,729	4,692	4,169	6,148	6,207	5,271	5,692	5,415	5,171	4,257	4,128	5,063	62,942
800-TAC 2	923	435	753	683	572	901	2,098	831	733	861	370	1,303	10,463
800-TAC 3	339	1,764	1,537	1,249	1,063	1,596	2,795	1,203	1,010	1,468	1,242	1,471	16,737
800-TAC 4	144	236	50	443	634	412	134	309	375	463	242	292	3,734
800-TAC 5	348	480	805	473	1,421	500	1,162	1,107	1,176	1,436	697	1,185	10,790
800-TAC 6	108	111	200	306	106	168	122	281	374	110	343	242	2,471
800-TAC 7	1	5	0	0	4	0	265	50	24	3	23	1	376
800-TAC 8	77	0	10	3	0	1	4	2	3	1	1	0	102
TOTAL:	265,219	269,094	251,954	258,529	275,166	257,731	285,735	272,139	265,839	270,531	243,735	259,962	3,175,634
<i>Compared to 2022:</i>	<i>-4.13%</i>	<i>0.74%</i>	<i>-12.27%</i>	<i>-7.26%</i>	<i>-13.71%</i>	<i>-13.57%</i>	<i>-11.98%</i>	<i>-18.40%</i>	<i>-14.91%</i>	<i>-10.08%</i>	<i>-11.93%</i>	<i>-3.02%</i>	

2023 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
PHONE CALLS													
911 CALLS	12,789	14,238	13,566	14,899	16,431	16,445	15,235	14,063	13,420	13,247	11,655	12,119	168,107
NON-EMERGENCY	22,436	21,335	22,775	24,073	26,849	26,751	26,193	24,187	22,758	23,288	20,687	20,900	282,232
TOTAL:	35,225	35,573	36,341	38,972	43,280	43,196	41,428	38,250	36,178	36,535	32,342	33,019	450,339
<i>Compared to 2022:</i>	<i>1.94%</i>	<i>9.43%</i>	<i>1.60%</i>	<i>10.24%</i>	<i>7.42%</i>	<i>9.71%</i>	<i>3.71%</i>	<i>-10.10%</i>	<i>-8.07%</i>	<i>-2.45%</i>	<i>-9.17%</i>	<i>-8.24%</i>	

2023 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,819	10,258	10,122	10,106	10,695	10,394	10,694	10,283	10,258	10,029	9,742	9,895	122,295
LAW 2	4,963	4,868	4,899	5,055	5,649	5,230	5,296	5,113	5,415	5,228	4,961	5,018	61,695
LAW 3	6,030	5,889	5,833	6,106	6,379	6,035	6,002	5,954	6,188	6,089	5,400	5,752	71,657
METRO FIRE	1,172	1,497	1,197	1,180	1,361	1,296	1,327	1,268	1,322	1,286	1,245	1,300	15,451
COUNTY FIRE	1,308	1,713	1,159	1,218	1,342	1,365	1,426	1,402	1,344	1,324	1,393	1,359	16,353
TOTAL:	23,292	24,225	23,210	23,665	25,426	24,320	24,745	24,020	24,527	23,956	22,741	23,324	287,451
<i>Compared to 2022:</i>	<i>3.82%</i>	<i>11.09%</i>	<i>-1.84%</i>	<i>-0.09%</i>	<i>0.04%</i>	<i>0.92%</i>	<i>-2.80%</i>	<i>-2.46%</i>	<i>1.55%</i>	<i>-2.50%</i>	<i>-1.63%</i>	<i>-0.76%</i>	

Emergency Call Wait Time Range

For (Month)



Creation Date: 07/02/2024 02:25:03 PM

Grouping: Month

Date Range: 06/01/2024 12:00:00 AM - 06/30/2024 11:59:59 PM

Filter Criteria: Please, refer to the last page.

Detail Information

Month		None	0 - 10	11 - 20	21 - 30	31 - 40	41 - 50	51 - 60	>= 61	Total
Jun	Call Count	36	13,453	1,318	307	100	34	14	32	15,294
	Cumulative Percentage		88 %	97 %	99 %	99 %	100 %	100 %	100 %	
Total	Call Count	36	13,453	1,318	307	100	34	14	32	15,294
	Cumulative Percentage		88 %	97 %	99 %	99 %	100 %	100 %	100 %	

Emergency Call Wait Time Range

For (Month)



Creation Date: 07/02/2024 02:25:03 PM

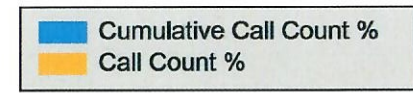
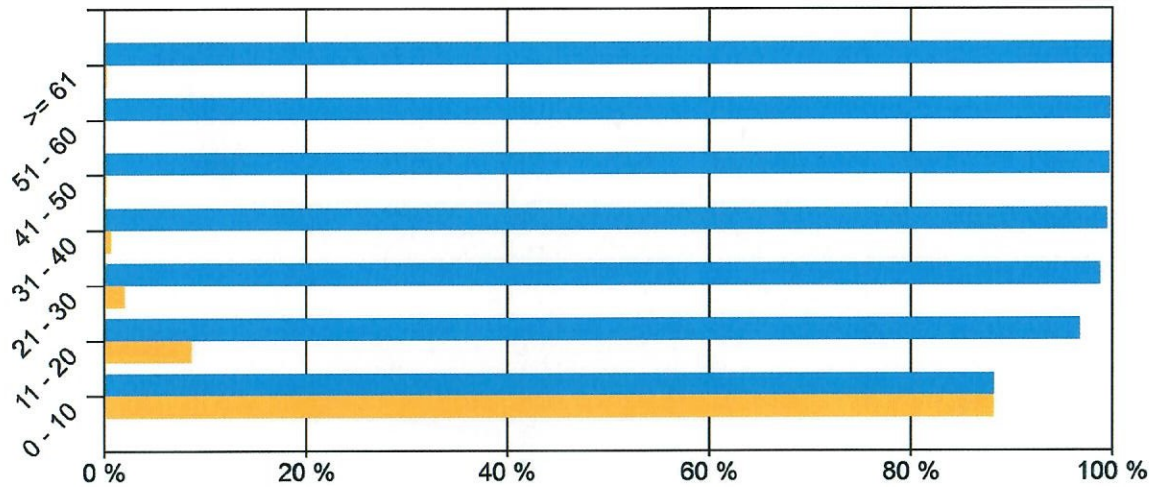
Grouping: Month

Date Range: 06/01/2024 12:00:00 AM - 06/30/2024 11:59:59 PM

Filter Criteria: Please, refer to the last page.

Summary Chart

Call Count % by Wait Time Range



Emergency Call Wait Time Range

For (Month)



Creation Date: 07/02/2024 02:25:03 PM

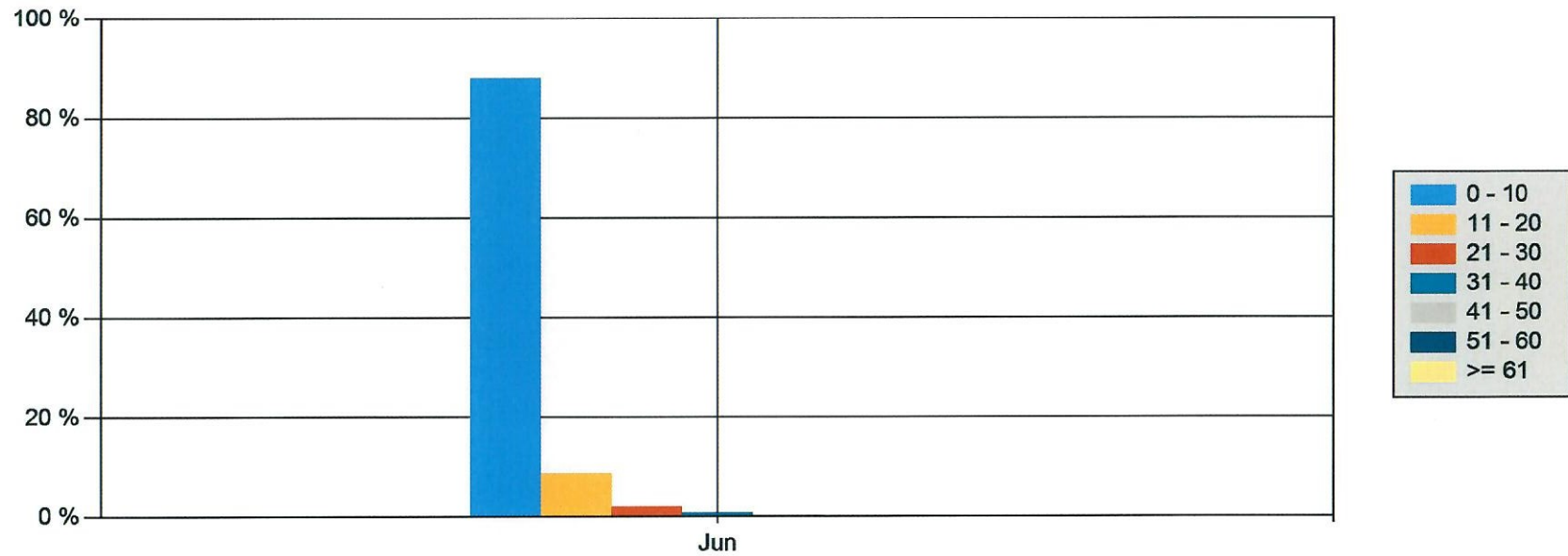
Grouping: Month

Date Range: 06/01/2024 12:00:00 AM - 06/30/2024 11:59:59 PM

Filter Criteria: Please refer to the last page.

Detail Chart

Call Count % by Wait Time (Month)



Kalamazoo County Dispatch Authority

Mercantile General Busn, Checking, Period Ending 05/31/2024

RECONCILIATION REPORT

Reconciled on: 06/03/2024

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		566,250.39
Checks and payments cleared (59)		-517,146.11
Deposits and other credits cleared (5)		2,184,374.29
Statement ending balance		2,233,478.57
Uncleared transactions as of 05/31/2024		-94,546.14
Register balance as of 05/31/2024		2,138,932.43
Cleared transactions after 05/31/2024		0.00
Uncleared transactions after 05/31/2024		123,227.14
Register balance as of 06/03/2024		2,262,159.57

Details

Checks and payments cleared (59)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/10/2024	Bill Payment	3960*3944	Michigan Chapter of APCO	-2,850.00
04/20/2024	Journal	385		-687.50
04/30/2024	Bill Payment	3991	Michigan Critical Power	-588.00
04/30/2024	Bill Payment	3992	Integrity Business Solutions	-11.45
04/30/2024	Bill Payment	3993	Republic Services	-378.80
04/30/2024	Bill Payment	3994	Victoria Rose	-202.41
04/30/2024	Bill Payment	3995	VISA - Mercantile Bank of Michigan	-3,428.07
04/30/2024	Bill Payment	3971	Insight Public Sector, Inc.	-1,061.08
04/30/2024	Bill Payment	3972	Kruggel, Lawton & Company, LLC	-3,000.00
04/30/2024	Bill Payment	3973	AT&T - Box 5019	-1,621.88
04/30/2024	Bill Payment	3974	Besco	-251.50
04/30/2024	Bill Payment	3975	Consumers Energy	-4,175.36
04/30/2024	Bill Payment	3976	Rose Pest Solutions	-102.00
04/30/2024	Bill Payment	3977	Clear Choice Headsets & Technology	-611.75
04/30/2024	Bill Payment	3978	AT&T Mobility	-583.93
04/30/2024	Bill Payment	3979	Frank Pavay	-502.70
04/30/2024	Bill Payment	3988	Indigital	-755.00
04/30/2024	Bill Payment	3990	John Bastian	-485.40
04/30/2024	Bill Payment	3989	Principal Life Insurance Company	-3,388.93
04/30/2024	Bill Payment	3981	Tyler Rairigh	-410.21
04/30/2024	Bill Payment	3982	Carl Clatterbuck Agency	-1,800.00
04/30/2024	Bill Payment	3983	Nicholas Kirk	-502.70
04/30/2024	Bill Payment	3984	Sohn Linen Service	-89.14
04/30/2024	Bill Payment	3985	Unum Insurance Company of America	-2,175.84
04/30/2024	Bill Payment	3986	AT&T - Box 5011	-3,941.44
04/30/2024	Bill Payment	3987	DL Gullivan Office Solutions	-138.30
05/03/2024	Expense	05.03.24	PAYROLL	-126,489.04
05/04/2024	Journal	390		-500.96
05/04/2024	Expense	05.03.24	MERS - Alerus Financial	-13,737.46
05/04/2024	Expense	050324	MERS - Alerus Financial	-250.00
05/04/2024	Expense	050324	MERS - Alerus Financial	-3,993.03
05/04/2024	Expense	05.03.24	MERS - Alerus Financial	-520.58
05/04/2024	Journal	391		-687.50
05/06/2024	Expense	BCBS-May24	Blue Cross Blue Shield of Michigan	-32,958.72
05/06/2024	Expense	HMO-May24	Consumers Life Insurance Company	-818.90
05/07/2024	Expense	HMO-May24	Blue Cross Blue Shield of Michigan	-4,162.28
05/09/2024	Bill Payment	4001	Carl Clatterbuck Agency	-300.00
05/09/2024	Bill Payment	3996	Besco	-154.00
05/09/2024	Bill Payment	3997	Insight Direct USA	-6,394.94
05/09/2024	Bill Payment	3998	DirectTV	-136.99
05/09/2024	Bill Payment	3999	Consumers Energy	-1,278.56
05/09/2024	Bill Payment	4000	VISA - Mercantile Bank of Michigan	-1,172.96
05/09/2024	Bill Payment	4002	Insight Public Sector, Inc.	-1,061.08
05/09/2024	Bill Payment	4003	Language Line Services, Inc	-529.23
05/09/2024	Bill Payment	4004	Dixon Lawn Care	-412.00
05/09/2024	Bill Payment	4005	Metronet	-4,515.10
05/09/2024	Bill Payment	4006	TransUnion Risk and Alternative Data Soluti...	-300.00
05/09/2024	Bill Payment	4007	MEC	-349.23
05/09/2024	Bill Payment	4008	Stephanie Nystrom	-112.04
05/09/2024	Bill Payment	4009	Williams Building Services LLC	-2,460.00
05/15/2024	Expense		Mercantile Bank of Michigan	-55.00
05/17/2024	Expense	051724	PAYROLL	-128,999.84
05/18/2024	Journal	394		-687.50
05/18/2024	Expense	051724	MERS - Alerus Financial	-14,060.07
05/18/2024	Expense	051724	MERS - Alerus Financial	-250.00
05/18/2024	Expense	051724	MERS - Alerus Financial	-3,969.61
05/18/2024	Journal	393		-430.79
05/18/2024	Expense	051724	MERS - Alerus Financial	-520.58
05/31/2024	Expense	053124	PAYROLL	-131,134.73

Total -517,146.11

Deposits and other credits cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/09/2024	Deposit		Kalamazoo County - Millage & LCSS REV	1,847,575.00
05/16/2024	Deposit		State of Michigan - Dept of Treasury	23,268.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/17/2024	Deposit			2,957.00
05/24/2024	Deposit		Kalamazoo County - Surcharge REV	309,495.01
05/31/2024	Deposit		Mercantile Bank of Michigan	1,079.28
Total				2,184,374.29

Additional Information

Uncleared checks and payments as of 05/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/11/2022	Bill Payment	3024	Michael Gordon	-9.89
10/18/2022	Bill Payment	3094	Dena Dunn	-198.00
03/30/2023	Bill Payment	3357	Dena Dunn	-120.33
11/16/2023	Bill Payment	3730	Michigan Critical Power	-191.00
04/02/2024	Expense		Blue Cross Blue Shield of Michigan	-32,958.72
04/02/2024	Expense		Blue Cross Blue Shield of Michigan	-4,162.28
04/02/2024	Expense		Consumers Life Insurance Company	-818.90
04/30/2024	Bill Payment	3980	Runata Wilson	-391.71
05/29/2024	Bill Payment	4014	AT&T Mobility	-583.93
05/29/2024	Bill Payment	4015	Besco	-191.75
05/29/2024	Bill Payment	4016	Kalamazoo City Treasurer	-371.30
05/29/2024	Bill Payment	4017	DeWolf & Associates	-1,100.00
05/29/2024	Bill Payment	4018	Rose Pest Solutions	-102.00
05/29/2024	Bill Payment	4019	Sohn Linen Service	-89.14
05/29/2024	Bill Payment	4020	DirecTV	-143.24
05/29/2024	Bill Payment	4021	Pace Systems, Inc.	-5,040.00
05/29/2024	Bill Payment	4022	DL Gallivan Office Solutions	-146.65
05/29/2024	Bill Payment	4023	Michael Gordon	-136.31
05/29/2024	Bill Payment	4024	Republic Services	-377.37
05/29/2024	Bill Payment	4025	Dena Dunn	-127.17
05/29/2024	Bill Payment	4026	Jon Moored	-87.10
05/29/2024	Bill Payment	4010	Kruggel, Lawton & Company, LLC	-2,700.00
05/29/2024	Bill Payment	4027	CHILD CARE RESOURCES LLC	-394.99
05/29/2024	Bill Payment	4012	Consumers Energy	-3,875.40
05/29/2024	Bill Payment	4013	Bronson Healthcare Group	-424.00
05/29/2024	Bill Payment	4011	AT&T - Box 5019	-2,739.01
05/30/2024	Expense	June 24	Blue Cross Blue Shield of Michigan	-4,162.28
05/30/2024	Expense	June 24	Blue Cross Blue Shield of Michigan	-32,903.67
Total				-94,546.14

Uncleared checks and payments after 05/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/01/2024	Journal	396		-309.61
06/01/2024	Expense	June 24	Consumers Life Insurance Company	-767.74
06/01/2024	Expense	053124	MERS - Alerus Financial	-14,286.18
06/01/2024	Expense	053124	MERS - Alerus Financial	-250.00
06/01/2024	Expense	053124	MERS - Alerus Financial	-4,256.25
06/01/2024	Expense	053124	MERS - Alerus Financial	-520.58
06/01/2024	Journal	397		-687.50
Total				-21,077.86

Uncleared deposits and other credits after 05/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/05/2024	Deposit		Kalamazoo County - Surcharge REV	144,305.00
Total				144,305.00

Kalamazoo County Dispatch Authority

Mercantile General Busn, Checking, Period Ending 06/28/2024

RECONCILIATION REPORT

Reconciled on: 07/02/2024

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		2,233,478.57
Checks and payments cleared (68)		-454,891.79
Deposits and other credits cleared (3)		161,899.91
Statement ending balance		<u>1,940,486.69</u>
Uncleared transactions as of 06/28/2024		-38,686.29
Register balance as of 06/28/2024		1,923,166.34
Cleared transactions after 06/28/2024		-21,365.94
Uncleared transactions after 06/28/2024		-687.50
Register balance as of 07/02/2024		1,901,112.90

Details

Checks and payments cleared (68)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2024	Bill Payment	3980	Runata Wilson	-391.71
05/29/2024	Bill Payment	4023	Michael Gordon	-136.31
05/29/2024	Bill Payment	4024	Republic Services	-377.37
05/29/2024	Bill Payment	4026	Jon Moore	-87.10
05/29/2024	Bill Payment	4027	CHILD CARE RESOURCES LLC	-394.99
05/29/2024	Bill Payment	4021	Pace Systems, Inc.	-5,040.00
05/29/2024	Bill Payment	4020	DirecTV	-143.24
05/29/2024	Bill Payment	4022	DL Gallivan Office Solutions	-146.65
05/29/2024	Bill Payment	4010	Kruggel, Lawton & Company, LLC	-2,700.00
05/29/2024	Bill Payment	4011	AT&T - Box 5019	-2,739.01
05/29/2024	Bill Payment	4012	Consumers Energy	-3,875.40
05/29/2024	Bill Payment	4013	Bronson Healthcare Group	-424.00
05/29/2024	Bill Payment	4014	AT&T Mobility	-583.93
05/29/2024	Bill Payment	4015	Besco	-191.75
05/29/2024	Bill Payment	4016	Kalamazoo City Treasurer	-371.30
05/29/2024	Bill Payment	4017	DeWolf & Associates	-1,100.00
05/29/2024	Bill Payment	4018	Rose Pest Solutions	-102.00
05/29/2024	Bill Payment	4019	Sohn Linen Service	-89.14
05/30/2024	Expense	HMO-Jun24	Blue Cross Blue Shield of Michigan	-4,162.28
05/30/2024	Expense	HSA-Jun24	Blue Cross Blue Shield of Michigan	-32,903.67
06/01/2024	Journal	396		-309.61
06/01/2024	Expense	June 24	Consumers Life Insurance Company	-767.74
06/01/2024	Expense	053124	MERS - Alerus Financial	-14,286.18
06/01/2024	Expense	053124	MERS - Alerus Financial	-250.00
06/01/2024	Expense	053124	MERS - Alerus Financial	-4,256.25
06/01/2024	Expense	053124	MERS - Alerus Financial	-520.58
06/01/2024	Journal	397		-687.50
06/05/2024	Expense	3862	Besco	-72.25
06/07/2024	Bill Payment	4028	Felicia Gorang	-300.00
06/13/2024	Bill Payment	4031	VISA - Mercantile Bank of Michigan	-5,986.76
06/13/2024	Bill Payment	4029	Consumers Energy	-6,189.87
06/13/2024	Bill Payment	4030	Nicholas Kirk	-124.62
06/13/2024	Bill Payment	4032	Kzoom	-11,977.50
06/13/2024	Bill Payment	4033	Roe Comm	-8,400.00
06/13/2024	Bill Payment	4034	Insight Public Sector, Inc.	-43.58
06/13/2024	Bill Payment	4035	Language Line Services, Inc	-1,070.28
06/13/2024	Bill Payment	4036	Adah Whisman	-140.16
06/13/2024	Bill Payment	4037	Dixon Lawn Care	-771.00
06/13/2024	Bill Payment	4039	TransUnion Risk and Alternative Data Soluti...	-300.00
06/13/2024	Bill Payment	4040	911 Training Institute	-478.00
06/13/2024	Bill Payment	4041	CertaSite, LLC	-433.69
06/13/2024	Bill Payment	4043	Bronson Healthcare Group	-895.00
06/13/2024	Bill Payment	4044	Michigan State Police - Cashiers Office	-387.00
06/13/2024	Bill Payment	4045	Printmill	-915.03
06/13/2024	Bill Payment	4046	MEC	-405.78
06/13/2024	Bill Payment	4047	DL Gallivan Office Solutions	-71.59
06/13/2024	Bill Payment	4048	Williams Building Services LLC	-2,460.00
06/13/2024	Bill Payment	4049	Zachary Sackrider	-330.91
06/13/2024	Bill Payment	4050	Unum Insurance Company of America	-2,147.04
06/13/2024	Bill Payment	4051	Besco	-53.50
06/13/2024	Bill Payment	4052	DeWolf & Associates	-845.00
06/13/2024	Bill Payment	4053	911 Training Institute	-1,516.00
06/13/2024	Bill Payment	4054	Clear Choice Headsets & Technology	-291.00
06/13/2024	Bill Payment	4055	Sohn Linen Service	-44.57
06/14/2024	Expense	061424	PAYROLL	-135,542.51
06/15/2024	Journal	400		-687.50
06/15/2024	Expense	061424	MERS - Alerus Financial	-250.00
06/15/2024	Expense	061424	MERS - Alerus Financial	-4,094.93
06/15/2024	Expense	061424	MERS - Alerus Financial	-520.58
06/15/2024	Expense		Mercantile Bank of Michigan	-55.00
06/15/2024	Expense	061424	MERS - Alerus Financial	-15,346.55
06/21/2024	Expense	Jun24	Metronet	-4,368.23
06/28/2024	Expense	062824	PAYROLL	-148,166.80
06/28/2024	Expense	July24	Consumers Life Insurance Company	-805.91
06/29/2024	Expense	062824	MERS - Alerus Financial	-4,380.07
06/29/2024	Expense	062824	MERS - Alerus Financial	-16,215.29
06/29/2024	Expense	062824	MERS - Alerus Financial	-520.58

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2024	Expense	062824	MERS - Alerus Financial	-250.00
Total				-454,891.79

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/05/2024	Deposit		Kalamazoo County - Surcharge REV	144,305.00
06/17/2024	Deposit		Consumers Energy Company	16,340.00
06/28/2024	Deposit		Mercantile Bank of Michigan	1,254.91
Total				161,899.91

Additional Information

Uncleared checks and payments as of 06/28/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/11/2022	Bill Payment	3024	Michael Gordon	-9.89
10/18/2022	Bill Payment	3094	Dena Dunn	-198.00
03/30/2023	Bill Payment	3357	Dena Dunn	-120.33
11/16/2023	Bill Payment	3730	Michigan Critical Power	-191.00
04/02/2024	Expense		Consumers Life Insurance Company	-818.90
04/02/2024	Expense	HMO-May24	Blue Cross Blue Shield of Michigan	-4,162.28
04/02/2024	Expense	HSA-May24	Blue Cross Blue Shield of Michigan	-32,958.72
05/29/2024	Bill Payment	4025	Dena Dunn	-127.17
06/13/2024	Bill Payment	4042	Fraternal Order of Police - Lodge #98	-100.00
Total				-38,686.29

Uncleared checks and payments after 06/28/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/29/2024	Journal	402		-687.50
Total				-687.50

Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 05/31/2024

RECONCILIATION REPORT

Reconciled on: 06/03/2024

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	4,567,619.37
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	20,888.37
Statement ending balance.....	<u>4,588,507.74</u>
Register balance as of 05/31/2024.....	4,588,507.74

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/31/2024	Deposit		Michigan CLASS	20,888.37
Total				20,888.37

Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 06/30/2024

RECONCILIATION REPORT

Reconciled on: 07/02/2024

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	4,588,507.74
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	20,311.43
Statement ending balance.....	<u>4,608,819.17</u>
Register balance as of 06/30/2024.....	4,608,819.17

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2024	Deposit		Michigan CLASS	20,311.43
Total				20,311.43



Kalamazoo County Consolidated Dispatch Authority

2024 General Fund Budget - REVISION I

January - December 2024

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
Income									
402.000 Property Taxes	3,396,950.00	6,793,900.00	3,396,950.00				\$3,396,950.00	\$6,793,900.00	\$3,396,950.00
573.000 Local Community Stabilization Share	298,200.00	596,400.00	298,200.00				\$298,200.00	\$596,400.00	\$298,200.00
615.010 Surcharge Revenue - State 911	144,305.00	484,000.00	339,695.00	23,268.00	45,000.00	21,732.00	\$167,573.00	\$529,000.00	\$361,427.00
615.020 Surcharge Revenue - Local 911	309,495.01	1,120,000.00	810,504.99				\$309,495.01	\$1,120,000.00	\$810,504.99
651.000 Charges for Services - User Fees	16,340.00	16,340.00	0.00				\$16,340.00	\$16,340.00	\$0.00
665.000 Interest Earned	116,944.85	200,000.00	83,055.15				\$116,944.85	\$200,000.00	\$83,055.15
667.000 Rent/Lease Revenue	8,700.00	8,700.00	0.00				\$8,700.00	\$8,700.00	\$0.00
671.000 Miscellaneous Revenue	1,411.00	1,413.00	2.00				\$1,411.00	\$1,413.00	\$2.00
673.000 Sale of Assets	800.00	800.00	0.00				\$800.00	\$800.00	\$0.00
Total Income	\$4,293,145.86	\$9,221,553.00	\$4,928,407.14	\$23,268.00	\$45,000.00	\$21,732.00	\$4,316,413.86	\$9,266,553.00	\$4,950,139.14
GROSS PROFIT	\$4,293,145.86	\$9,221,553.00	\$4,928,407.14	\$23,268.00	\$45,000.00	\$21,732.00	\$4,316,413.86	\$9,266,553.00	\$4,950,139.14
Expenses									
700 thru 718 Personnel Services							\$0.00	\$0.00	\$0.00
702.010 Salaries - Administration	163,285.04	340,976.00	177,690.96				\$163,285.04	\$340,976.00	\$177,690.96
702.020 Wages - Regular					13,000.00	13,000.00	\$0.00	\$13,000.00	\$13,000.00
702.021 Administrative Support	113,422.70	244,675.00	131,252.30				\$113,422.70	\$244,675.00	\$131,252.30
702.022 Dispatch Supervisors	210,415.43	428,905.00	218,489.57				\$210,415.43	\$428,905.00	\$218,489.57
702.023 ECO II's	675,749.52	1,922,475.00	1,246,725.48				\$675,749.52	\$1,922,475.00	\$1,246,725.48
702.024 ECO I's	245,956.37	476,840.00	230,883.63				\$245,956.37	\$476,840.00	\$230,883.63
702.026 Bereavement	2,495.28		(2,495.28)				\$2,495.28	\$0.00	\$ (2,495.28)
702.040 Wages - Short Term Disability	59.57		(59.57)				\$59.57	\$0.00	\$ (59.57)
Total 702.020 Wages - Regular	1,248,098.87	3,072,895.00	1,824,796.13		13,000.00	13,000.00	\$1,248,098.87	\$3,085,895.00	\$1,837,796.13
702.030 Wages - Overtime		355,539.00	355,539.00				\$0.00	\$355,539.00	\$355,539.00
702.031 Administrative Support	272.81		(272.81)				\$272.81	\$0.00	\$ (272.81)
702.032 Dispatch Supervisors	42,396.97		(42,396.97)				\$42,396.97	\$0.00	\$ (42,396.97)
702.033 ECO II's	106,592.12		(106,592.12)				\$106,592.12	\$0.00	\$ (106,592.12)
702.034 ECO I's	27,559.56		(27,559.56)				\$27,559.56	\$0.00	\$ (27,559.56)
Total 702.030 Wages - Overtime	176,821.46	355,539.00	178,717.54				\$176,821.46	\$355,539.00	\$178,717.54
702.050 CTO Pay	8,748.75	25,000.00	16,251.25				\$8,748.75	\$25,000.00	\$16,251.25
706.000 Wages - Holiday Premium	58,504.23	201,170.00	142,665.77				\$58,504.23	\$201,170.00	\$142,665.77
712.000 Payment in Lieu of Benefits	26,950.00	48,100.00	21,150.00				\$26,950.00	\$48,100.00	\$21,150.00
714.000 Longevity		12,800.00	12,800.00				\$0.00	\$12,800.00	\$12,800.00
715.010 Auto Allowance	4,344.00	8,683.00	4,339.00				\$4,344.00	\$8,683.00	\$4,339.00
Total 700 thru 718 Personnel Services	1,686,752.35	4,065,163.00	2,378,410.65		13,000.00	13,000.00	\$1,686,752.35	\$4,078,163.00	\$2,391,410.65
719 thru 725 Benefits and Taxes							\$0.00	\$0.00	\$0.00
719.000 Workers Comp Insurance	6,495.00	14,437.00	7,942.00				\$6,495.00	\$14,437.00	\$7,942.00
720.010 Medical/Health Insurance	162,524.66	447,239.00	284,714.34				\$162,524.66	\$447,239.00	\$284,714.34
720.020 Dental Insurance	12,956.44	34,265.00	21,308.56				\$12,956.44	\$34,265.00	\$21,308.56
720.030 Vision Insurance	2,519.94	6,588.00	4,068.06				\$2,519.94	\$6,588.00	\$4,068.06
720.040 Life Insurance	10,205.79	9,814.00	(391.79)				\$10,205.79	\$9,814.00	\$ (391.79)
720.050 Unemployment		9,000.00	9,000.00				\$0.00	\$9,000.00	\$9,000.00
720.060 HSA Contributions	92,775.00	132,813.00	40,038.00				\$92,775.00	\$132,813.00	\$40,038.00



Kalamazoo County Consolidated Dispatch Authority

2024 General Fund Budget - REVISION I

January - December 2024

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
720.070 Short-Term Disability Insurance	13,071.51	38,760.00	25,688.49				\$13,071.51	\$38,760.00	\$25,688.49
721.000 Social Security	103,028.12	255,068.00	152,039.88				\$103,028.12	\$255,068.00	\$152,039.88
722.000 Medicare	24,095.23	59,653.00	35,557.77				\$24,095.23	\$59,653.00	\$35,557.77
724.000 Dependent Care Assistance Program		75,000.00	75,000.00				\$0.00	\$75,000.00	\$75,000.00
724.010 DCAP Tri-Share	1,207.18		(1,207.18)				\$1,207.18	\$0.00	\$(1,207.18)
724.020 DCAP 1/3	711.07		(711.07)				\$711.07	\$0.00	\$(711.07)
Total 724.000 Dependent Care Assistance Program	1,918.25	75,000.00	73,081.75				\$1,918.25	\$75,000.00	\$73,081.75
725.010 Retirement - MERS DC	135,003.76	324,903.00	189,899.24				\$135,003.76	\$324,903.00	\$189,899.24
725.020 Retirement - MERS 457	9,618.77	22,858.00	13,239.23				\$9,618.77	\$22,858.00	\$13,239.23
725.030 Retirement - MERS HCSP	33,463.31	66,075.00	32,611.69				\$33,463.31	\$66,075.00	\$32,611.69
Total 719 thru 725 Benefits and Taxes	607,675.78	1,496,473.00	888,797.22				\$607,675.78	\$1,496,473.00	\$888,797.22
726 thru 799 Supplies							\$0.00	\$0.00	\$0.00
727.000 Office Supplies	2,957.76	15,000.00	12,042.24				\$2,957.76	\$15,000.00	\$12,042.24
730.000 Maintenance Supplies	327.43	6,000.00	5,672.57				\$327.43	\$6,000.00	\$5,672.57
740.000 Uniform Supplies	452.70	8,000.00	7,547.30				\$452.70	\$8,000.00	\$7,547.30
760.000 Kitchen Supplies	53.78	1,750.00	1,696.22				\$53.78	\$1,750.00	\$1,696.22
764.000 Food Supplies	10.70	1,750.00	1,739.30				\$10.70	\$1,750.00	\$1,739.30
Total 726 thru 799 Supplies	3,802.37	32,500.00	28,697.63				\$3,802.37	\$32,500.00	\$28,697.63
800 thru 969 Services & Other Charges							\$0.00	\$0.00	\$0.00
801.010 Contractual Services	422,675.82	735,566.00	312,890.18				\$422,675.82	\$735,566.00	\$312,890.18
805.010 Professional Services - Audit	5,700.00	6,600.00	900.00				\$5,700.00	\$6,600.00	\$900.00
810.000 Administrative Fees		3,600.00	3,600.00				\$0.00	\$3,600.00	\$3,600.00
813.000 Legal Fees	1,756.63	15,000.00	13,243.37				\$1,756.63	\$15,000.00	\$13,243.37
820.010 Interpreter Fees	3,128.56	12,000.00	8,871.44				\$3,128.56	\$12,000.00	\$8,871.44
835.010 Medical Services - Physical Exams	1,807.00	2,500.00	693.00				\$1,807.00	\$2,500.00	\$693.00
835.020 Medical Services - Drug Testing	572.00	1,500.00	928.00				\$572.00	\$1,500.00	\$928.00
850.010 Telephone Service	12,734.39	16,500.00	3,765.61				\$12,734.39	\$16,500.00	\$3,765.61
850.020 Internet Service	43,036.65	80,180.00	37,143.35				\$43,036.65	\$80,180.00	\$37,143.35
850.030 Copying		2,500.00	2,500.00				\$0.00	\$2,500.00	\$2,500.00
850.040 Mailing	29.97	3,000.00	2,970.03				\$29.97	\$3,000.00	\$2,970.03
870.010 Travel - Training/Registration	9,975.00	12,000.00	2,025.00	9,680.00	24,000.00	14,320.00	\$19,655.00	\$36,000.00	\$16,345.00
870.020 Travel - Lodging	5,180.36	15,000.00	9,819.64	1,818.12	2,500.00	681.88	\$6,998.48	\$17,500.00	\$10,501.52
870.030 Travel- Meals/Food	1,151.92	8,000.00	6,848.08	511.03	2,500.00	1,988.97	\$1,662.95	\$10,500.00	\$8,837.05
870.040 Travel - Mileage	860.15	5,000.00	4,139.85	609.20	2,500.00	1,890.80	\$1,469.35	\$7,500.00	\$6,030.65
870.050 Travel - Other	3,344.90	12,000.00	8,655.10		500.00	500.00	\$3,344.90	\$12,500.00	\$9,155.10
871.010 Education Expense		2,000.00	2,000.00				\$0.00	\$2,000.00	\$2,000.00
900.000 Printing	915.03	2,000.00	1,084.97				\$915.03	\$2,000.00	\$1,084.97
905.000 Advertising	3,899.00	20,000.00	16,101.00				\$3,899.00	\$20,000.00	\$16,101.00
915.000 Dues & Subscriptions	3,359.30	10,000.00	6,640.70				\$3,359.30	\$10,000.00	\$6,640.70
920.010 Utilities - Gas	1,426.33	8,000.00	6,573.67				\$1,426.33	\$8,000.00	\$6,573.67
920.020 Utilities - Electricity	28,357.37	76,000.00	47,642.63				\$28,357.37	\$76,000.00	\$47,642.63
920.030 Utilities - Water & Sewer	1,958.89	5,000.00	3,041.11				\$1,958.89	\$5,000.00	\$3,041.11
934.010 Repair & Maintenance - Equipment	8,520.57	28,000.00	19,479.43				\$8,520.57	\$28,000.00	\$19,479.43



Kalamazoo County Consolidated Dispatch Authority

2024 General Fund Budget - REVISION I

January - December 2024

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
955.000 Miscellaneous Operating	2,644.17	20,000.00	17,355.83				\$2,644.17	\$20,000.00	\$17,355.83
958.010 Insurance Premium	25,885.50	60,000.00	34,114.50				\$25,885.50	\$60,000.00	\$34,114.50
Total 800 thru 969 Services & Other Charges	588,919.51	1,161,946.00	573,026.49	12,618.35	32,000.00	19,381.65	\$601,537.86	\$1,193,946.00	\$592,408.14
970 thru 989 Equipment & Capital Outlay							\$0.00	\$0.00	\$0.00
976.000 Project Costs	2,075.00	15,000.00	12,925.00				\$2,075.00	\$15,000.00	\$12,925.00
980.010 Equipment/Software - Small	7,260.18	25,000.00	17,739.82				\$7,260.18	\$25,000.00	\$17,739.82
Total 970 thru 989 Equipment & Capital Outlay	9,335.18	40,000.00	30,664.82				\$9,335.18	\$40,000.00	\$30,664.82
990 thru 994 Debt Service							\$0.00	\$0.00	\$0.00
991.010 Loan/Lease - Principal		1,269,536.00	1,269,536.00				\$0.00	\$1,269,536.00	\$1,269,536.00
991.020 Loan/Lease - Interest		64,011.00	64,011.00				\$0.00	\$64,011.00	\$64,011.00
Total 990 thru 994 Debt Service		1,333,547.00	1,333,547.00				\$0.00	\$1,333,547.00	\$1,333,547.00
Total Expenses	\$2,896,485.19	\$8,129,629.00	\$5,233,143.81	\$12,618.35	\$45,000.00	\$32,381.65	\$2,909,103.54	\$8,174,629.00	\$5,265,525.46
NET OPERATING INCOME	\$1,396,660.67	\$1,091,924.00	\$ (304,736.67)	\$10,649.65	\$0.00	\$ (10,649.65)	\$1,407,310.32	\$1,091,924.00	\$ (315,386.32)
Other Expenses									
995 thru 999 Transfers Out & Other Financing Uses							\$0.00	\$0.00	\$0.00
995.010 Transfer Out - Capital Projects Fund		1,000,000.00	1,000,000.00				\$0.00	\$1,000,000.00	\$1,000,000.00
Total 995 thru 999 Transfers Out & Other Financing Uses		1,000,000.00	1,000,000.00				\$0.00	\$1,000,000.00	\$1,000,000.00
Total Other Expenses	\$0.00	\$1,000,000.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	\$1,000,000.00
NET OTHER INCOME	\$0.00	\$ (1,000,000.00)	\$ (1,000,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$ (1,000,000.00)	\$ (1,000,000.00)
NET INCOME	\$1,396,660.67	\$91,924.00	\$ (1,304,736.67)	\$10,649.65	\$0.00	\$ (10,649.65)	\$1,407,310.32	\$91,924.00	\$ (1,315,386.32)



Kalamazoo County Dispatch Authority

2024 Capital Projects Fund - REVISION I

January - December 2024

	2930 - CAPITAL PROJECTS FUND				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income								
400.000 Use of Fund Balance		1,540,000.00	-1,540,000.00		\$0.00	\$1,540,000.00	\$ -1,540,000.00	0.00%
699.000 Other Financing - Transfers In		1,000,000.00	-1,000,000.00		\$0.00	\$1,000,000.00	\$ -1,000,000.00	0.00%
Total Income	\$0.00	\$2,540,000.00	\$ -2,540,000.00	0.00%	\$0.00	\$2,540,000.00	\$ -2,540,000.00	0.00%
GROSS PROFIT	\$0.00	\$2,540,000.00	\$ -2,540,000.00	0.00 %	\$0.00	\$2,540,000.00	\$ -2,540,000.00	0.00 %
Expenses								
970 thru 989 Equipment & Capital Outlay					\$0.00	\$0.00	\$0.00	0.00%
980.000 Equipment/Software - Capital	116,392.00	1,982,500.00	-1,866,108.00	5.87 %	\$116,392.00	\$1,982,500.00	\$ -1,866,108.00	5.87 %
980.020 Facility - Capital	16,200.00	266,500.00	-250,300.00	6.08 %	\$16,200.00	\$266,500.00	\$ -250,300.00	6.08 %
Total 970 thru 989 Equipment & Capital Outlay	132,592.00	2,249,000.00	-2,116,408.00	5.90 %	\$132,592.00	\$2,249,000.00	\$ -2,116,408.00	5.90 %
Total Expenses	\$132,592.00	\$2,249,000.00	\$ -2,116,408.00	5.90 %	\$132,592.00	\$2,249,000.00	\$ -2,116,408.00	5.90 %
NET OPERATING INCOME	\$ -132,592.00	\$291,000.00	\$ -423,592.00	-45.56 %	\$ -132,592.00	\$291,000.00	\$ -423,592.00	-45.56 %
NET INCOME	\$ -132,592.00	\$291,000.00	\$ -423,592.00	-45.56 %	\$ -132,592.00	\$291,000.00	\$ -423,592.00	-45.56 %



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

Proposed Motion:

No action

Agenda Request Approved: Meeting Date: Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



MEETING MINUTES for
Kalamazoo County Consolidated Dispatch Authority
EXECUTIVE COMMITTEE
May 7, 2024

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Executive Committee, held in the Chief Switalski Meeting Room at KCCDA was called to order by Jan VanDerKley at 4:00 p.m. on Tuesday, May 7, 2024.

ITEM 2 – ROLL CALL

Members Present: Jan VanDerKley, Jim Ritsema, Rick Fuller, Don Martin, Patrick McGinnis

Others Present: Jeff Troyer, Torie Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. Meeting Minutes from March 5, 2024

“Motion by Mr. Fuller, second by Mr. McGinnis to approve the meeting minutes from March 5, 2024, as presented.”

On a voice vote, MOTION CARRIED.

ITEM 4 – CITIZENS’ TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. Old Business

1. GENERAL UPDATES

a. Backup Facility Search

Mr. Troyer stated he was still working with Portage, and we have a tentative space arrangement. He stated he has provided a draft lease agreement and is waiting for the architectural contractor to be selected. He stated he does not believe the dispatch space will need a lot of renovations. More information will be provided at the July meeting.

b. Conditional Bonds and Orders

Mr. Troyer stated emails from Mr. Catlin and Mr. Tatroe were included in the packet. The Board of Commissioners approved two positions for District Court so they will do their own entries. He stated he didn’t know of a plan for Circuit Court yet, but Mr. Catlin is working on it. The Sheriff’s Office currently does some entry for Circuit Court.

Ms. VanDerKley stated she appreciates the work and persistence to make this work.

c. WMUK Co-location Request

Mr. Troyer stated this request is still out there. They are working with their consultant on their antenna array. He anticipates more movement this summer.

B. New Business

1. ECO I Hiring

Mr. Troyer stated the center has two position levels, ECO I and ECO II. We are going to be maxed out on our ECO I spots soon, and it will put us in a position where we can't hire anymore ECO I until we have people move up to ECO II. He proposed allowing the hiring of ECO I's when we know that current ECO I's want to transition to an ECO II. The Committee advised they would entertain a request as such.

2. Draft Board Agenda for May 9

Mr. Troyer reviewed the Draft Board Agenda. TAC will provide a report on the CAD/Mobile system recommendation. The recommendation was unanimously approved, and the vendors have been notified. There will be a short demonstration of Prepared Live, our new tool for text and video to 911. The Finance Committee will present two items, the General Fund and Capital Project Fund Budget amendments and the 2023 FY audit presentation will be under new business.

ITEM 6 – OTHER ITEMS

A. Announcements and Member Comments

Ms. VanDerKley announced she may not be able to make the Board meeting. Mr. Ritsema will Chair the meeting if needed.

Mr. McGinnis stated he has been talking to Mr. Troyer about Smart911. He stated the program was rolled out eight or nine years ago and he discussed it with a dementia support group. Mr. Troyer will be speaking with them about it also. He would like to push the information out and get people to sign up.

Mr. Troyer stated we need to create a brochure explaining Smart911. It is a challenge for our older population to get online and do updates. It will be easier for people to fill out a form and we enter it into CAD with notes at their address, but that system creates quite a bit of work for staff. Smart911 profiles will populate anywhere in the country.

B. Next Meeting – July 2, 2024, at 4:00 p.m.

ITEM 7 – ADJOURNMENT

The meeting was adjourned at 4:32 p.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

Proposed Motion:

No action

Agenda Request Approved: Meeting Date: Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE May 1, 2024 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:00 a.m. on Wednesday, May 1, 2024, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Scott Merlo (WMUPD), Rusty Ernstes (MSP) by phone, Matt Huber (KDPS), Steve Stryd (KCSO), Scott Jackson (KTPD), Jeff Vanderwiere (PDPS), Craig Dieringer (KCMCA), Gerry Leudecking (KCFCFA)

Others Present: Ryan McGregor, Jeff Heppler, Chip Everett, Bill (Motorola), Megan Malz, Martin Brown, Jeff Troyer, Torie Rose, Marty Ftacek, Justin Johnson, and Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from March 6, 2024

“Motion by Mr. Huber, second by Mr. McGregor to approve the Regular Meeting Minutes from March 6, 2024, as presented.”

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

ITEM 4 - CITIZENS' TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. Administrative Monthly Report

Mr. Troyer stated the Administrative Monthly Report was not complete yet because of the time of the month. He noted staff were continuing to evaluate multi-factor authentication. The Finance Committee approved increasing the budget due to the specialized requirements we have.

B. Old Business

1. Radio Call Signs

Mr. Troyer stated law enforcement staff have reverted to shortening call signs. It is becoming a major problem, especially on the LEIN talk group. He stated there are multiple duplicates when they drop one digit. It is extremely important to require field units to use their complete call sign regularly so during large incidents it will be standard practice and units are easily identifiable.

2. UPDATE: Conditions and Orders

Mr. Troyer stated that great progress has been made with the District Court. The Board of Commissioners approved two positions to enter all their conditions and orders. He is not aware of any plans for Circuit Court yet but County Administrator Catlin is working on it with Circuit Court and the Sheriff's Office.

3. Update: CAD and Mobile System RFP

Mr. Troyer stated that he, Deputy Director Rose and Network Systems Administrator Moored spent a lot of time looking at CAD & Mobile system proposals. Four proposals were submitted, questions were issued to vendors, responses were reviewed, a second round of questions were issued, and references were checked. The group came to five factors. The one favorable was that the systems proposed had better security and user management than our current system. The other four factors were neutral or unfavorable, and most of the proposals did not meet vendor or system core requirements. The functionality is relatively the same for all, but it was found that tech support was highly unfavorable during reference surveys. All the proposals came in much higher than original budgetary estimates. After considering factors, Administration's recommendation is to end the review process and remain with the Tyler Technologies system we currently have.

"Motion by Mr. Leudecking, second by Mr. Dieringer to support the recommendation to end the CAD and Mobile System RFP process and remain with Tyler."

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

4. REMINDER: CAD Standard Interface Guidelines

Mr. Troyer reminded the Committee that no direct access will be permitted to the Tyler production database. There is a replicated database that can be accessed by third-party vendors, but the agency will be responsible for paying Tyler for an interface to that database. Troyer advised CAD can export call for service data according to the guidelines. A point of contact with the agency will need to be involved with all meetings as KCCDA staff will not meet with an agency contracted vendor without the agency being represented.

5. UPDATE: Prepared Live

Mr. Troyer gave a short overview of Prepared Live, noting that it allows links to be sent to callers to open live stream video and pictures. He stated that staff used it to help with translation the day after it went live; noting there are over 120 language translations in the system.

C. New Business

1. REVISED SOP 10.02 – 800 MHz Contingency Plan (Storm Plan)

Mr. Troyer presented a DRAFT of the contingency plan and it's still a work in progress. The state should be reviewing templates and making radios prioritize Site 51 – Kalamazoo Simulcast System. The plan will be distributed later this week or at the beginning of next, and we will look for consideration at the next meeting.

2. LEIN Request Form – Ops, Driving Record & Criminal History

Ms. Rose stated the LEIN request form has been the topic of conversation since we started requiring it to be filled out. She stated we need to have some kind of checks and balances for the process. She stated dispatch staff should not deny a request from officers on the road or on a traffic stop who don't have access to a form. Dispatch staff will fill out the form if law enforcement staff are in the field.

3. Calhoun County – AES Encryption Feb '25

Mr. Troyer stated he received notification from Calhoun County that they will be transitioning to AES Encryption in February 2025. When they do this, almost all the radios in our county will not be able to communicate with them on encrypted talk groups. Countywide, we are going to have to start planning for a transition because it sounds like MPSCS is going to require it at some point.

4. Lawton PD Talkgroup Authorization

Mr. Troyer stated he received a request for LE talk group access from Lawton Police Department for multiple talkgroups.

“Motion by Mr. Huber, second by Mr. Jackson to approve access to 39P911, 39SPEV1 and 2. Access to 499DISP and 395P911 is denied.”

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

5. Communication Service Provider Lines Down

Mr. Troyer stated every communication service provider requires customer information to report lines down. Due to our inability to report without customer information, there is really nothing we can do about a communication line. Additionally, Ms. Rose stated staff have tried communicating with Consumers Energy on their escalation line after departments have been sitting on a line for a while but there's no guarantee we can reach anyone.

6. Generic CAD Unit for Firefighters Responding in POV

Mr. Troyer stated Cooper Fire inquired if units in POV's are tracked in our system. He stated that POV's are not built into our system, only apparatus and top command staff. Staff have discussed creating a generic POV unit for all agencies, but we believe dispatch staff are adding it to the narrative when anyone checks in on scene. We will do it for the first one on scene but not for everyone responding. Administration would prefer to keep it the way we are currently doing it and evaluate it at the next meeting.

7. Telephone Numbers listed on Report/Case Number Cards

Mr. Troyer asked that agencies check the phone number given out to be sure the dispatch phone number is not given out for records and officer contact info on the cards they distribute to the public.

8. 911 Hangup/Misdial Nature Code Priority

Mr. Troyer stated 911 hangups/misdials are currently a heavy load for us, there have been 9741 since January 1. He stated that is 8% of our call load, and an average of 81 per day. The Committee discussed the criteria dispatch staff uses to determine if calls are dispatched, the request that higher priority should be given to hang ups at schools, and the considerations if we change the way we currently handle these calls. Staff will be instructed to take the location into consideration when dispatching 911 hang-ups.

9. Juvenile Emancipation Date

Mr. Jackson stated that when the Juvenile Emancipation Date law changed from 17 to 18, LEIN did not change so it still holds juveniles at 17. How should LE handle juveniles when 17 is emancipated but is not an adult. He wanted other agencies to be aware. Ms. Rose stated dispatch is checking and entering at 17. Juveniles are supposed to be emancipated at 18 but they are being entered at 17.

ITEM 7 – **OTHER ITEMS**

D. Announcements and Member Comments

Mr. Troyer announced that on 9/10/24 the Tyler System upgrade will start at 5:00 a.m.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, July 10, 2024, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

ITEM 7 - **ADJOURNMENT**

F. Adjournment

The meeting adjourned at 11:44 a.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

Please see the attached memorandum in reference to the Security Camera Upgrade Project.

Proposed Motion:

Motion to approve the Trace3 quote for the Security Camera Upgrade Project to be paid for from the Capital Projects Fund.

Agenda Request Approved: Meeting Date: Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



Kalamazoo County Consolidated Dispatch Authority



TO: Board of Directors

FROM: Jeff Troyer, Executive Director

DATE: June 27, 2024

SUBJECT: Security Camera Upgrade – 2023 Capital Project #7

As part of the 2023 Original Budget Proposal, the Board of Directors allocated \$15,000 in security camera upgrades (identified as 2023 Capital Project #7). This project was not completed in 2023 and was not included in administration’s REVISION I of the 2024 Budget approved in May. Nonetheless, this project should’ve been carried forward and is being recommended for authorization. The capital projects fund has ample balance due to \$1.75 million still being allocated to the CAD and Mobile System project which is not moving forward. If approved, the monetary adjustments for this project will be included in REVISION II of the 2024 Budget that will be presented to the Board at the November meeting.

KCCDA IT staff obtained three separate quotes to replace the existing external cameras with ones equipped with better resolution and night vision, and to integrate the new cameras into the existing security application. The following is a summary of the quotes received (listed in alphabetical order):

Vendor/Contractor:	Proposed Cost:	Notes:
EPS	\$11,750	2 - 8MP/175° & 5 – 5MP/Fixed Cameras
Hi-Tech	\$13,950	3 – 12MP@15fps & 7 – 5MP IR Cameras
Trace3	\$10,918	1 – 5MP/360° IR, 3 – 5MP IR, & 3 – 4k IR Bullet Cameras

All three vendors provided heat maps showing the proposed camera layouts and coverage areas. Trace3 also provided a live demonstration of the cameras they proposed currently operating at another customer’s site.

Administration recommends the Board approve the Trace3 proposal (attached) for \$10,918 to be paid for from the Capital Projects Fund.

Security Camera Project

Quote # Trace3.114859.v1

Prepared for:

Kalamazoo County Dispatch Authority

Jon Moored
JMoored@kccda911.org

Hardware

Line #	Qty	Part Number	Product Description	Unit Price	Ext. Price
1	1	AXIS-02634-001	AXIS P3737-PLE. MULTISENSOR CAMERAS	\$1,450.00	\$1,450.00
2	1	AXIS-02342-001	COMPACT OUTDR NEMA 4X IP66 IP67 AND IK10	\$895.00	\$895.00
3	2	AXIS-01819-001	Q3819-PVE	\$1,841.00	\$3,682.00
4	3	AXIS-02330-001	AXIS P3267-LVE	\$810.00	\$2,430.00
5	1	AXIS-5017-641	AXIS T91A64 CORNER BRKT REQ 5504-621	\$78.00	\$78.00
6	1	AXIS-01165-001	T91B47 POLE MOUNT INDR OUTDR 50-150MM	\$78.00	\$78.00
7	1	AXIS-5504-821	T91D61 WM	\$85.00	\$85.00
8	1	AXIS-01513-001	T94N01D PENDANT KIT P3717-PLE NTWK CAM	\$85.00	\$85.00
9	1	AXIS-5503-921	BRKT MTG 4IN SQUARE 4IN OCTAGON M3006-V	\$35.00	\$35.00

Subtotal: \$8,818.00

Install

Line #	Qty	Part Number	Product Description	Unit Price	Ext. Price
1	1	CIS-SERVICES	CIS Camera Install Services	\$1,750.00	\$1,750.00

Scope of Work

Date of Work: TBD

Status of Work: NA

Site Address: 7040 Stadium Drive, Kalamazoo MI, 49009

Estimated Time: (2) Techs (1) day

At each camera location remove the existing camera and set aside for Owner.

At each camera location, identify test and label each cable.

Install

Line #	Qty	Part Number	Product Description	Unit Price	Ext. Price
<p>Install the new camera at each location shown on the layout - total of (7).</p> <p>All existing cabling will be used. Any repairs needed will be made and recorded.</p> <p>All cameras will be properly routed and secured.</p> <p>All cameras will be adjusted with Owner or IT while on site.</p> <p>Total cameras = 7</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>MATERIALS TO BE USED:</p> <ul style="list-style-type: none"> • Mounting Hardware • Caulking • Labels • Patch Cords if needed • Repairs if needed • Project Consumables </div> <div style="width: 45%;"> <p>EXCLUDES:</p> <ul style="list-style-type: none"> • Any additional work not specifically listed • Any additional equipment not listed • LIFT Rental • Grounding and bonding • Data Center Equipment not Listed </div> </div>					
2	1	CIS-MATERIAL	Install Material	\$350.00	\$350.00

Subtotal: \$2,100.00

Security Camera Project

Prepared by:

Trace3 - Irvine
Anson Heyboer
aj.heyboer@trace3.com

Prepared for:

Kalamazoo County Dispatch Authority
7040 Stadium Drive
Kalamazoo, MI 49009
Jon Moored

JMoored@kccda911.org

Quote Information:

Trace3.114859.v1
Quote Date: 06/28/2024
Expiration Date: 07/19/2024

Quote Summary

Description	Amount
Hardware	\$8,818.00
Install	\$2,100.00
Total:	\$10,918.00

Upon client signatory's execution of this Quote, he/she affirms that:

1. Client will purchase and pay Trace3 for the equipment and/or services referenced above;
2. Without a separate written agreement signed by Trace3 and client, equipment and/or services referenced above are provided solely subject to the terms of this Quote and the applicable terms and conditions located at <http://www.trace3.com/legal>
3. He/she is authorized to accept this Quote on behalf of client and has complied with all of client's business practices in making this purchase;
4. Quoted amounts exclude sales taxes, which will be charged on all U.S. shipments; and
5. Client is responsible for submitting exemption certificates for sales tax-exempt purchases.
6. Use of the equipment and/or services referenced above is subject to the applicable end-user license agreement of the manufacturer.

Kalamazoo County Dispatch Authority

Signature: _____
Name: _____
Title: _____
Date: _____



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Administration Agency: KCCDA

Phone Number: Length of Time Needed: 5 mins Agenda Item #: 5D-2

Topic: MI Tri-Share Employer Agreement with United Way of Northern Michigan

Brief Description:

In March, the Board approved the Michigan Tri-Share Employer Agreement with Southwest Child Care Resources. The State of Michigan is eliminating the Regional Tri-Share Administrators and have contracted with United Way of Northern Michigan to administer the program statewide effective August 1st.

Currently, we are only invoiced for our Employer 1/3 and the Employee pays the provider directly. This agreement requires the employer be invoiced for both the Employee 1/3 and the Employer 1/3. Therefore, payment for 2/3's comes from the employer and it's our responsibility to get the monies from the employee or do a payroll deduction.

If approved, administration will have to modify the administrative guidelines for the Dependent Care Assistance program to accommodate these changes. At this point, we are leaning toward invoicing the employees versus employee deductions because of fluctuations in day care costs and not wanting to be responsible for balancing out each employee's account.

We are working with legal counsel to come up with a participant agreement/MOU that will allow KCCDA to deduct any remaining balance owed by the employee (to KCCDA) from their last paycheck should they separate employment.

Proposed Motion:

Motion to approve the Michigan Tri-Share Employer Agreement with United Way of Northern Michigan and authorize the Executive Director to execute the document.

Agenda Request Approved: 6/27/24 Meeting Date: 7/11/24 Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.

MI Tri-Share Employer Agreement (Statewide)

This MI Tri-Share Employer Agreement ("Agreement") sets forth the terms and responsibilities between United Way of Northwest Michigan ("UWNWMI"), the State of Michigan's administrative partner for the MI Tri-Share Program, and Kalamazoo County Dispatch Authority ("Employer"), a MI Tri-Share participating employer.

Section 1. Background

MI Tri-Share is an ongoing child care assistance program offered by the State of Michigan and housed within the Michigan Department of Lifelong Education, Advancement, and Potential ("MiLEAP"). MI Tri-Share is designed to make child care more affordable for Michigan's working parents while also helping Michigan's employers offer a highly desirable benefit that improves employee recruitment and retention. Through MI Tri-Share, the cost of an employee's child care is shared equally among the employer, the employee, and the State of Michigan - a three-way split - with coordination provided regionally by a MI Tri-Share facilitator hub and a statewide administrative partner.

Section 2. Participating Employer Conditions

Employer acknowledges and agrees to the following, which are conditions required by the State of Michigan for MI Tri-Share Program eligibility:

- A. Employer is based or has offices within the State of Michigan.
- B. Employer understands the benefit can only be offered to employees who are Michigan residents and who utilize licensed child care in Michigan.
- C. Employer potentially has one or more employees with household income between 200% and 325% of the Federal Poverty Level relative to the number of individuals in the household. Please note: Participating employees cannot be otherwise eligible for the State of Michigan's Child Development and Care Program (commonly referred to as "child care subsidy/scholarship").
- D. Participating employees will have one or more dependent children between 0 and 17 years old who require child care.

Section 3. Responsibilities of UWNWMI

UWNWMI acknowledges and agrees to the following responsibilities related to the MI Tri-Share Program:

- A. Serve as the statewide administrative partner to work with the MI Tri-Share regional facilitator hubs to recruit, onboard, and provide administration and payment services for participating employers, employees, and child care providers.
- B. Serve as the MI Tri-Share facilitator hub for the Northwest Lower Peninsula Region, as well as the facilitator hub for statewide and multi-site employers (unless otherwise directed by MiLEAP).
- C. Maintain fiscal management of and implement, with fidelity, the MI Tri-Share program on behalf of the State of Michigan, as directed by MiLEAP.
- D. Assist Employer in determining employee eligibility to participate in the MI Tri-Share Program.
- E. Provide employers' participating employees with assistance finding child care options that meet their needs, as requested.
- F. Provide an invoice to Employer for Employer and participating employee child care assistance obligations.

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- G. Collect obligated child care funds from the Employer on behalf of both Employer and its participating employees, collect matching funds from the State of Michigan, and submit all funds with one payment to the licensed child care provider to the extent the respective parties provide their obligated assistance.
- H. Submit payment to the child care providers within one week of receiving a care service invoice.
- I. Work with Employer to reassess employee eligibility every two years.

Section 4. Responsibilities of Employer

Employer acknowledges and agrees to the following responsibilities related to the MI Tri-Share Program:

- A. Promote the program to employees and make reasonable efforts to ensure participating employees meet the eligibility requirements in Section 2 of this Agreement.
- B. Direct employees interested in the benefit to apply at **MITriShare.org**.
- C. Allow employees to choose the licensed child care provider that best meets their needs.
- D. Contribute at least one-third (33.33%) of the child care costs for each employee participating in the MI Tri-Share program and collect an additional one-third (33.33%) of the child care cost from each participating employee. Initiating a payroll deduction is recommended.
- E. Pay invoices for Employer and employee portions of care within 20 days of receipt. UWNWMI reserves the right to remove Employer from the program if invoices are unpaid within the above timeframe. Notwithstanding the termination timeframe stated in Section 5(B), UWNWMI may immediately terminate this Agreement and cancel Employer's participation in the program if invoices are unpaid within 60 days of receipt. _____ Initials
- F. Accommodate changes in employee payroll deduction or alternative collection method as needed for changes in child care arrangements, such as care rate increases or additional hours of care.
- G. **Report to UWNWMI as soon as possible** when an employee is no longer utilizing the MI Tri-Share program due to ineligibility, termination, or other causes. Failure to report the change will result in both Employer and the employee paying any and all child care costs incurred until the notice is received by UWNWMI. _____ Initials
- H. Take reasonable steps to ensure that all information provided to UWNWMI is honest, complete, and accurate. If any misrepresentation of information is suspected, UWNWMI will review and reserves the right to terminate the MI Tri-Share program with the Employer.
- I. Employer may set additional criteria around which employees are eligible to participate in the MI TriShare program, the number of MI Tri-Share slots Employer will sponsor, and how Employer would like MI Tri-Share slots to be awarded. (Examples can be found on page four) Employer should indicate any specific parameters on the last page of this Agreement or consult with UWNWMI to assist in this process. Employer may not cap the dollar amount they will contribute toward an individual employee's child care costs. Employer must pay a full one-third of each participating employees' actual child care costs.

Section 5. Other Terms

- A. Duration and Binding Effect

This Agreement is effective on the date when all parties sign this Agreement and will be ongoing.

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All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, if any, successors and assigns.

B. Termination

Any party may terminate this Agreement without penalty with 90 days written notice to the other party; however, any outstanding obligations for payment that occur before the termination date will survive termination.

C. Limited UWNWMI Role

Employer acknowledges that UWNWMI is a fiduciary collecting funds from the State of Michigan and Employer (for Employer and employee portions) for transfer to the child care provider and assumes only the obligations described herein. UWNWMI is not accepting responsibility for any expense, liability, claim, or risk with regard to Employer or its employees, the child care provider, or any other parties outside of UWNWMI's limited fiduciary role. In the event the State of Michigan or the Employer fails to provide funding as required in this Agreement, UWNWMI is not obligated to pay the child care provider to fill the gap in the cost of services. Employer remains fully responsible for all other expenses and legal and other obligations with regard to its employees.

D. Use of Employer Name

Employer consents to being identified publicly as a participating employer, including use of its name on the UWNWMI and MI Tri-Share websites for this purpose.

E. Miscellaneous

This Agreement may be modified only in writing and signed by both parties. This Agreement will be governed by the laws of the State of Michigan, and the parties consent to personal jurisdiction and venue in Grand Traverse County in connection with any action between the parties arising out of this Agreement and the MI Tri-Share Program. Each party is authorized to enter this Agreement on its organization's behalf.

We, the undersigned, agree to the provisions identified in this Agreement and acknowledge that we are satisfied with the terms as outlined. **(please complete each field below)**

The Employer:

Address:

Phone/Email:

Accounts Payable Contact (to send monthly invoices):

Accounts Payable Contact Email:

Employer's Authorized Designee & Title (printed):

Employer's Authorized Designee Signature: _____ **Date:** _____

United Way of Northwest Michigan

Address: 4075 Copper Ridge Drive, Traverse City, MI 49684

Phone: (231) 947-3200

Executive Director Name: Seth Johnson

Executive Director Signature:

Date:

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Employer MI Tri-Share Program Parameters (please write in any you have selected below):

Please note: Parameters are an employer's choice and are not required to participate in the program.

Examples include, but are not limited to, restricting participation to full-time employees who have been with the company for a minimum period of time, offering a certain number of slots on a first-come, first-served basis, etc.

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KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Administration Agency: KCCDA

Phone Number: Length of Time Needed: 5 mins Agenda Item #: 5D-3

Topic: 2024-01 Emergency Communications Officer Positions

Brief Description:

Attached for your consideration is resolution 2024-01 – Emergency Communications Officer Positions. In summary, this resolution modifies the number of full-time positions for each Emergency Communications Officer I and II classifications. It takes four vacant ECO-II positions and turns them into ECO-I positions for the remainder of the calendar year to allow for additional ECO-I’s to be hired before training those interested in becoming ECO-II’s to prevent degraded call-taking operations.

This will reduce overall personnel services and benefit expenditures and shall accurately be reflected in Revision II of the 2024 General Fund Budget.

Proposed Motion:

Motion to approve resolution 2024-01.

Agenda Request Approved: 6/27/24 Meeting Date: 7/11/24 Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA’s administrative office at (269) 488-8911.



Kalamazoo County Consolidated Dispatch Authority



RESOLUTION 2024-01

Emergency Communications Officer Positions

WHEREAS, Kalamazoo County Consolidated Dispatch Authority has two Emergency Communications Officer classifications – Emergency Communications Officer I or Call-Taker and Emergency Communications Officer II or Dispatcher; and

WHEREAS, part of the annual budgetary process includes administration’s staffing recommendation and the Board of Directors approves the number of full-time positions for each of the two classifications; and

WHEREAS, the 2024 budget proposal included twelve (12) full-time Emergency Communications Officer I and thirty-six (36) full-time Emergency Communications Officer II positions; and

WHEREAS, prospective candidates with no dispatch experience are hired in as an Emergency Communications Officer I and typically work for a period of time before submitting a letter of interest during open an application period to advance to an Emergency Communications Officer II; and

WHEREAS, ten (10) of the twelve (12) Emergency Communications Officer I and twenty-five (25) of the thirty-six (36) Emergency Communications Officer II positions are currently filled; and

WHEREAS, current classification levels limit administration’s ability to hire additional Emergency Communications Officer I positions without advancing additional Emergency Communications Officer I’s into Emergency Communications Officer II positions which ultimately impacts call-taking operations.

NOW, THEREFORE, BE IT RESOLVED the Kalamazoo County Consolidated Dispatch Authority hereby adjusts the number of position classifications for the remainder of calendar year 2024 to sixteen (16) full-time Emergency Communications Officer I and thirty-two (32) full-time Emergency Communications Officer II positions.

BE IT FURTHER RESOLVED this will reduce overall Personnel Services and Benefit expenditures and shall accurately be reflected in Revision II of the 2024 Budget in November.

I, Christine McComb, Assistant Clerk for the Kalamazoo County Consolidated Dispatch Authority Board of Directors, hereby certify the foregoing resolution was adopted by the Board of Directors at the regular meeting of said Board held on _____, 2024, at which meeting a quorum was present.

SIGNATURE