



MINUTES

REGULAR MEETING

July 13, 2023

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, July 13, 2023.

ITEM 2 – ROLL CALL

Members Present: Jeff Chamberlain, Matt Huber, Pat McGinnis, Rick Fuller, Dale Deleeuw, Don Martin, Jan VanDerKley, Greg McComb

Others Present: Jeff Heppler, Tracie Moored, Jeff Troyer, Victoria Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. Minutes of the May 11, 2023, Regular Meeting

“Motion by Mr. Fuller, second by Mr. Huber to approve the minutes of the May 11, 2023, 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. Special Presentation – Young Hero Mahidis Hussaini

Mahidis Hussaini was presented with the KCCDA Young Hero Award and gifts for her bravery in calling 911 in an emergency.

2. Administrative Monthly Report

Mr. Troyer provided a review of the monthly report that was included in the packet.

3. May and June Reconciliation Reports

Mr. Troyer stated the reconciliation reports for May and June were in the packet.

4. Year-to-Date Budget Performance Report

Mr. Troyer stated the YTD budget performance report was included in packet.

5. Correspondence

- a. May 22, 2023 – Treasury Request for Improvement of Deficiencies - Corrective Action Plan
- b. June 20, 2023 – Administrative Response to Department of Treasury

Mr. Troyer stated he received a letter stating we had a deficit the last three years and required an explanation. He explained that it was a planned deficit. The government requires us to account for a capital lease as a revenue when you enter into it. When assets and services are delivered, the expenditures are accounted for and that is offset by fund balance. He stated that he worked with our auditors and legal counsel to draft the administrative response to the letter which was submitted on June 20, 2023.

- B. Committee Reports

1. Executive Committee – Jan VanDerKley

Ms. VanDerKley stated the committee met and discussed items on the agenda.

2. Personnel Committee – Pat McGinnis

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

3. Technical Advisory Committee

- a. Meeting Minutes from Special Meeting May 25th (Informational Only)

Mr. Troyer stated TAC met with the Chief Judges and Court Administration in reference to entering conditional bonds. He stated the Committee requested additional information from the courts. The Committee discussed the response regarding juvenile bonds that was received.

- b. Resolution 2023-02: Utilization of KCCDA MPSCS Member Fee Credits by Agencies

Mr. Troyer stated the Committee acted on resolution and recommended Board approval.

“Motion by Mr. McGinnis, second by Mr. Fuller to approve Resolution 2023-02: Utilization of KCCDA MPSCS Member Fee Credits by Agencies as presented.”

On a voice vote, MOTION CARRIED.

4. Finance Committee – Don Martin

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

C. Old Business

There was none.

D. New Business

1. Policy REVISION – 3.13 Employee Compensation

Mr. Troyer explained the revision requested.

“Motion by Mr. Martin, second by Mr. Huber to approve Policy REVISION – 3.13 Employee Compensation as presented.”

On a voice vote, MOTION CARRIED.

2. NEW Fiscal Policy 01.09 – Disposal of Surplus Property

Mr. Troyer presented the new policy, stating it had been approved by legal counsel and was recommended by administration.

“Motion by Mr. Fuller, second by Mr. McGinnis to approve the new Fiscal Policy 01.09 – Disposal of Surplus Property as presented.”

On a voice vote, MOTION CARRIED.

ITEM 7 – OTHER ITEMS

A. Announcements and Member Comments

There were none.

B. Next regular scheduled meeting – September 14, 2023 (Chief Switalski Meeting Room)

ITEM 8 - ADJOURNMENT

The meeting was adjourned at 3:55 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors