

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM**  
**Executive Board Meeting Minutes**  
**March 13, 2018**  
**Genesee County 9-1-1**  
**2:30 p.m.**

**CALL MEETING TO ORDER**

Chairperson Emmendorfer called the Executive Board meeting to order at 3:47 p.m.

**ROLL CALL**

**Members Present:** Chris Gehringer, Clayton Township; Karen Miller, Davison Township; Karyn Miller, Flint Township; Steve Fuhr, Genesee Township; Mark Emmendorfer, Montrose Township; Larry Green, Mt. Morris Township; Brad Barrett, Flushing City; Todd Mapes, Michigan State Police

**Members Absent:** Paul Zelenak, Linden City; Jakki Sidge, Goodrich Village; Ellen Ellenburg, Genesee County; Kim Courts, Genesee County; Robert Pickell, Sheriff's Department

**Others Present:** Tim Jones, Lyndon Lattie, Spring Tremaine, Curt Wilkenson, Deanna Turner, Stenographer

**4. APPROVAL OF MINUTES, BILLS AND ACCOUNTS**

- **March Agenda**
- **2018 Meeting Schedule**
- **February 13, 2018 Executive Board Meeting Minutes**
- **Accounts - February (General Acct / Petty Cash)**
- **Treasurers Report - February**

**Action Taken:** Motion by Barrett, supported by Fuhr, to approve the March Agenda; 2018 Meeting Schedule; and February 13, 2018 Executive Board Meeting Minutes.

**MOTION CARRIED.**

**Action Taken:** Motion by Barrett, supported by Miller, to approve the Accounts - February (General Acct/Petty Cash).

**ROLL CALL VOTE:**

Miller	Aye
Miller	Aye
Fuhr	Aye
Emmendorfer	Aye
Green	Aye
Barrett	Aye
Mapes	Aye

Gehring Aye

**ALL AYES, MOTION CARRIED.**

**Action Taken:** Motion by Barrett, supported by Mapes, to approve the Treasurer's Report - February.

**MOTION CARRIED.**

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

None.

**6. OLD BUSINESS**

**A. Advisory Board Report**

- **Burton Radios**

Chief Wilkenson stated they received a grant from FEMA to purchase radios. They would like to extend the warranty on the radios.

Mr. Jones said the original radio purchase agreement allowed for 2.5% contingency which is roughly \$152,000. He said they have not taken care of the encryption piece on the inside of the center yet. Ms. Tremaine said that may or may not exceed the contingency; they don't know that number yet.

Mr. Gehring said an agreement was made in good faith and they need to honor an agreement amongst partners.

**Action Taken:** Motion by Gehring, supported by Fuhr, to take \$27,424.81 out of the contingency radio fund balance for the Burton radios warranty extension.

**ROLL CALL VOTE:**

Miller	Aye
Fuhr	Aye
Emmendorfer	Aye
Green	Aye
Barrett	Aye
Mapes	Aye
Gehring	Aye
Miller	Aye

**ALL AYES, MOTION CARRIED.**

**B. 800 MHz Radios – Purchase Review**

Ms. Tremaine said they have not met with MTA yet and would like to again table the item.

**Action Taken:** Motion by Barrett, supported by Miller, to table 800 MHz Radios - Purchase Review to the next meeting.

**MOTION CARRIED.**

Ms. Tremaine said they have 339,000 credits that expire in 2025. They radios run roughly around 39,000; they have plenty of credits to cover.

**Action Taken:** Motion by Miller, supported by Barrett, to approve the usage of credits to pay for activation fees on new radios.

**ROLL CALL VOTE:**

Fuhr	Aye
Emmendorfer	Aye
Green	Aye
Barrett	Aye
Mapes	Aye
Gehring	Aye
Miller	Aye
Miller	Aye

**ALL AYES, MOTION CARRIED.**

**C. Update 800 MHz Paging**

Mr. Barrett asked how does a community know which towers are given. Ms. Tremaine said she was not sure how the training went or who went. The pagers reside on particular channels. Mr. Barrett asked if when the pagers are being reset are they being dedicated to specific towers. Ms. Tremaine answered, yes.

**D. Invoices over \$5000**

Ms. Tremaine gave an update.

**E. Extension of IT Hours**

This item was already discussed.

**F. Smart 911 vs Code Red**

Ms. Tremaine said she sees the pros and cons to both Smart 911 and Code Red. She has reached out to all people involved and it is her suggestion to just remain with Code

Red, however, she will defer to whatever the board chooses. Ms. Tremaine said Code Red knew they were out to bid and lowered their price.

Mr. Barrett said there are two obstacles, the reduced price of Code Red and how to assist Ms. Tremaine's limited team with potentially transitioning to a new product.

A discussion ensued.

**Action Taken:** Motion by Barrett, supported by Green, to postpone a decision, set up another meeting, and come back next month with another recommendation.

**MOTION CARRIED.**

**G. Recorder Purchase**

Ms. Tremaine said both products are very good products; she is familiar with both, and has used both. She is leaning towards Equature.

**Action Taken:** Motion by Miller, supported by Barrett, to approve the Equature Record Purchase.

**ROLL CALL VOTE:**

Emmendorfer Aye  
Green Aye  
Barrett Aye  
Mapes Aye  
Gehringer Aye  
Miller Aye  
Miller Aye  
Fuhr Aye

**ALL AYES, MOTION CARRIED.**

**7. NEW BUSINESS**

**A. Financial Outlook**

Ms. Tremaine gave a financial update. She said she is rooted in whatever the board wants.

**B. Purchase/ Maintenance – Future laptops and radios**

Ms. Tremaine said Scott from IT approached her about requests for purchases on laptops and radios for the outfitting of new police cars. She said she needs a decision regarding future purchase. She said these equipment purchases are not budgeted, however, they can make repairs.

A discussion ensued.

Attorney Lattie said he doesn't recall the exact wording on the ballot and will provide a written report on it.

Chairperson Emmendorfer said different municipalities have different fiscal years. Ms. Miller stated they should wait to get the attorney's opinion before they set a timeline.

**Action Taken:** Motion by Barrett, supported by Miller, to draft a policy for review by the subcommittee, chiefs, advisory board, attorney for discussion with ideas effective January 1, 2019.

**ROLL CALL VOTE:**

Green	Aye
Barrett	Aye
Mapes	Aye
Gehring	Nay
Miller	Nay
Miller	Aye
Fuhr	Nay
Emmendorfer	Nay

**4 AYES, 4 NAYS, MOTION FAILED.**

**Action Taken:** Motion Barrett, supported by Miller, to freeze additional laptop purchase requests until a policy is drafted and approved.

**ROLL CALL VOTE:**

Barrett	Aye
Mapes	Aye
Gehring	Aye
Miller	Aye
Miller	Aye
Fuhr	Aye
Emmendorfer	Aye
Green	Aye

**ALL AYES, MOTION CARRIED.**

**C. Air Cards**

Ms. Tremaine said they are preparing invoices regarding air cards and data charges. Dormant cards will be charged \$10 for each department. If they tell them the card is dormant, they will turn it off and not charge. She also said if anyone has unused laptops, they will put them in the spare allotment. An email will be sent out.

**D. John Hancock**

- **Loan Option**
- **Part time personnel**

Ms. Tremaine said they would like the 10% employer contribution for part-time employees (2) be removed and returned to Genesee County 911.

**Action Taken:** Motion by Miller, supported by Barrett, to remove the 10% employer contribution for part-time employees and return to Genesee County 911.

**MOTION CARRIED.**

Ms. Tremaine said they would like the loan option to be eliminated for future loans sought by employees.

**Action Taken:** Motion by Miller, supported by Barrett, to eliminate the loan option for future loans from their retirement plans sought by employees.

**MOTION CARRIED.**

**E. Emergency Siren Policy**

Ms. Tremaine said everything else is in the director's report.

**8. OTHER BUSINESS**

None.

**9. DIRECTORS REPORT**

- **Staffing Study**

See above.

**10. COMMITTEE REPORTS**

None.

**11. ATTORNEY REPORT**

None.

**12. PUBLIC COMMENTS**

None.

**13. ADJOURNMENT**

Chairperson Emmendorfer adjourned the meeting 4:58 p.m.

DRAFT