

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM**  
**General Membership Meeting MINUTES**  
**March 13, 2018**  
**Genesee County 9-1-1**  
**2:00 p.m.**

**CALL MEETING TO ORDER**

Chairperson Emmendorfer called the meeting to order at 2:00 p.m.

**ROLL CALL**

**Members Present:** Teresa Onica, Atlas Township; Chris Gehringer, Clayton Township; Karen Miller, Davison Township; Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Mary Ann Price, Forest Township; Paul Fortino, Gaines Township; Steve Fuhr, Genesee Township; Mark Emmendorfer, Montrose Township; Larry Green, Mt. Morris Township; David Guigear, Mundy Township; Joe Madore, Richfield Township; Kerry Paulson, Vienna Township; Dennis Okeefe, Burton City; Andria Schroeder, Davison City; Brad Barrett, Flushing City; Wendy Jean Buhner, Grand Blanc City; Paul Zelenak, Linden City; Adam Zettel, Swartz Creek City; Sam Stiff, Gaines Village; Ellen Ellenburg, Genesee County; Todd Mapes, Michigan State Police

**Members Absent:** Brian Saad, Argentine Township; Bonnie Mathis, Fenton Township; Scott Bennett, Grand Blanc Township; Gary Stevens, Thetford Township; Doug Vance, Clio City; Steven Branch, Flint City; Christy Sanborn, Montrose City; Vicki Fishell, Mt. Morris City; Jakki Sidge, Goodrich Village; John Ray, Otisville Village; Kim Courts, Genesee County; Robert Pickell, Sheriff's Department

**Others Present:** Brian Fairchild, Tim Jones, Lyndon Lattie, Harold Stegman, Spring Tremaine, Deanna Turner, Stenographer

**AGENDA APPROVAL**

**Action Taken:** Motion by Barrett, supported by Miller, to approve the agenda for the March 13, 2018 Genesee County Communications Consortium General Membership Meeting.

**MOTION CARRIED.**

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY**

None.

**APPROVAL OF MINUTES**

**September 2017  
December Meeting - No Quorum**

Mr. Barrett stated in the approval of the bylaws, there is a letter "d" added in Attorney Lattie's name that should not be there.

**Action Taken:** Motion by Thorsby, supported by Miller, to approve the minutes of the September 2017 meeting, with changes.

**MOTION CARRIED.**

**OLD BUSINESS**

**A. Advisory Board Report**

Mr. Brian Fairchild gave an update from the February 27, 2018 Advisory Board meeting. Three departments' pagers have been reprogrammed.

Mr. Zelenak stated he had been informed by staff that pagers no longer have an audible alert when they go in and out of range. Ms. Tremaine stated several features had been changed.

A discussion ensued regarding the amount of towers assigned to each department and where they go out of range. Chief Curt Wilkenson said they were under the assumption that there was a simulcast system. Mr. Zelenak said not all local municipalities are aware of the fact they are not.

Ms. Tremaine said the pagers are under a five-year warranty. When she spoke with the programmer, he stated there were wrong frequencies programmed on the pagers originally.

Mr. Zelenak suggested they use, "I Am Responding" as a back-up plan until all of the bugs are worked out of the pagers. Mr. Jones said they specifically told everyone to continue to carry their VHF pagers as a back-up.

Mr. Harold Stegman said he has 75-100 extra VHF pagers he can lend to other departments.

Mr. Zelenak asked if they can research the cost of, "I Am Responding," before the next meeting. Mr. Emmendorfer said, yes.

**B. 800 MHz Radios**

Mr. Jones said they met with Procom to put the finishing touches on the templates; they were sent to the state and now they are waiting.

**C. 800 MHz Paging**

This item has already been discussed.

## **D. Extension of IT Hours**

Ms. Tremaine said they have someone working until 8:00 p.m. two days a week and so far there have been zero customers. They will reevaluate at the end of the month.

## **7. NEW BUSINESS**

### **A. Purchasing Policy**

Chairperson Emmendorfer said the committee reviewed the recommended changes for a revised purchasing policy that is in the agenda packet.

Mr. Barrett had a few questions: How is the committee defining locally? How is advertising being handled? He doesn't want to wait a year to see credit card purchases.

Mr. Gehringer said they only focused on a narrow scope and did not revise the entire policy.

**Action Taken:** Motion by Barrett, supported by Miller, to postpone the approval of the revised purchasing policy and send back to committee for further review.

**MOTION CARRIED.**

**Action Taken:** Motion by Miller, supported by Barrett, to bring a credit card policy back to the board for review.

**MOTION CARRIED.**

### **B. 2017 AUDIT REPORT**

Pam Hill, Plante Moran, presented and discussed results for the financial audit that took place for September 30, 2017. They spent 300 hours looking at the books and records.

**Action Taken:** Motion by Barrett, supported by Ellenburg, to receive and file the 2017 Audit Report and schedule a meeting for the Audit Committee to review all of the recommendations.

**MOTION CARRIED.**

## **8. OTHER BUSINESS**

None.

## **9. PUBLIC COMMENTS**

None.

## 10. ADJOURNMENT

The meeting was adjourned at 3:41 p.m.

DRAFT