

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM
EXECUTIVE BOARD
September 12, 2017**

Harris Auditorium
2:00 p.m.

BOARD MEMBERS PRESENT: Mark Emmendorfer, Larry Green, Karen Miller, Brad Barrett, Paul Zelenak, Chris Gehringer, Karyn Miller, Steve Fuhr, Jakki Sidge, Kim Courts, Robert Pickell

BOARD MEMBERS ABSENT: Shapiro, Mapes

ALSO PRESENT: David Plumb, Tim Jones, Lyndon Lattie, Dan Machuta, Pam Hill, Ashley Frase, Robin Bush
- Secretary

1. CALL TO ORDER:

The 9-1-1 Central Communications Executive Board was called to order by Chairman Emmendorfer at 2:00 p.m. at the Harris Auditorium.

2. PLEDGE OF ALLEGIANCE TO THE FLAG:

All those able stood for the Pledge of Allegiance.

3. ROLL CALL:

Roll Call was taken by the 9-1-1 Recording Secretary-quorum present.

4. AGENDA APPROVAL:

**MOTION: MADE BY MR. FUHR, SUPPORTED BY MR. BARRETT TO APPROVE THE AGENDA AS PRESENTED.
ALL AYES, MOTION CARRIED.**

5. PUBLIC COMMENTS ON AGENDA ITEMS:

There were no public comments.

6. APPROVAL OF MINUTES:

**MOTION: MADE BY MS. KAREN MILLER (Davison), SUPPORTED BY COMMISSIONER COURTS TO APPROVE THE AUGUST 8, 2017 EXECUTIVE BOARD MEETING MINUTES AS PRESENTED.
ALL AYES, MOTION CARRIED.**

7. TREASURER'S REPORT:

MOTION: MADE BY COMMISSIONER COURTS, SUPPORTED BY MR. BARRETT TO APPROVE THE 9-1-1 EXPENDITURE REPORTS FOR THE MONTH OF AUGUST 2017 AS PRESENTED.

ROLL CALL VOTE:

Emmendorfer	Aye
Green	Aye
Gehring	Aye
Miller (Davison)	Aye
Miller (Flint Twp)	Aye
Fuhr	Aye
Barrett	Aye
Zelenak	Aye
Sidge	Aye
Courts	Aye
Pickell	Aye
<u>11 Aye, 0 Nay Motion Carried.</u>	

8. PAYMENT OF BILLS:

MOTION: MADE BY MR. GEHRINGER, SUPPORTED BY MR. FUHR TO APPROVE THE PAYMENT OF BILLS FOR THE MONTH OF AUGUST 2017 IN THE AMOUNT OF \$478,236.90 AS PRESENTED.

ROLL CALL VOTE:

Emmendorfer	Aye
Green	Aye
Gehring	Aye
Miller (Davison)	Aye
Miller (Flint Twp)	Aye
Fuhr	Aye
Barrett	Aye
Zelenak	Aye
Sidge	Aye
Courts	Aye
Pickell	Aye
<u>11 Aye, 0 Nay Motion Carried.</u>	

9. OLD BUSINESS:

A. Personnel Recommendation for I.T.

The Personnel Committee met to discuss if an additional I.T. position is needed. Mr. Shook stated that hiring a paid part-time intern (through possibly Mott, Baker, U of M or Kettering) would be advantageous to us for the following reasons. It would benefit I.T., it would be low cost and it would be a good learning opportunity for this person as well as help balance out some of the staffing issues. Mr. Shook also stated a full time third person is also needed based on the current work load. Deputy Director Jones supports the hiring of a full time persona as well as an intern. He stated that there is a need for the additional staffing especially if Joe or Scott call in or need a day off or need to go to training it only leaves one

person in I.T. to handle the work load. Chairman Emmendorfer informed that board that there was a recommendation from the Personnel Committee to allow Mr. Shook to put together an advertisement and conduct interviews for a third I.T. position.

**MOTION: MADE BY MR. BARRETT, SUPPORTED BY MS. MILLER (Flint Twp) TO POSTONE THE ISSUE UNTIL NEXT MONTHS MEETING.
ALL AYES, MOTION CARRIED.**

B. Director's Search Update

Ms. Cheryl Ronk updated the board on the Director's Search. She stated we are right on target in the process. Over 130 resumes have been received with 20 to 25 that are viable candidates. She has personally interviewed 11 so far. She did request the release of funds to bring one of the out of state candidates here for interviewing. She also stated we are under budget. Mr. Lattie stated there was no need to request funds for travel because that was already approved in the contract. Ms. Ronk came to the Center to meet with staff. She stated she was able to validate the criteria established by the board by speaking with the dispatchers and other personnel. She will have all interviews complete by the 18th and ready for interviews on the 25th.

10. NEW BUSINESS:

A.

11. OTHER BUSINESS:

A. Proposed Budget Amendments 2016/2017

Pam Hill and Ashley Frase of Plante Moran reviewed all of the amended line items with the Board and explained in detail why those line items varied.

MOTION: MADE BY MR. BARRETT, SUPPORTED BY MR. ZELENAK TO ACCEPT THE 2016/2017 BUDGET AMMENDMENTS AS PRESENTED.

ROLL CALL VOTE:

Emmendorfer	Aye
Green	Aye
Gehringer	Aye
Miller (Davison)	Aye
Miller (Flint Twp)	Aye
Fuhr	Aye
Barrett	Aye
Zelenak	Aye
Sidge	Aye
Courts	Aye
Pickell	Aye

11 Aye, 0 Nay Motion Carried.

B. Employee Assistance Program - Summary of Crisis Team

Mr. Jones discussed the former employee that had passed away. It was a big blow to the staff and they struggled with the loss. MCDA has a crisis response team and they were contacted as well as Jim Marshall who is an expert in supporting staff during crisis mode as well as Father Anthony from MSP. There have been follow up visits and the staff seem to be recovering. Mr. Jones feels this is something that needs to be looked at in the way of an employee assistance program for the staff.

12. PUBLIC COMMENTS:

13. ADJOURNMENT:

There being no further business to discuss the meeting was adjourned at 2:45p.m.

These minutes were prepared by *Robin Bush*, Secretary for Genesee County 9-1-1.