

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
Executive Board Meeting
June 12, 2018
Genesee County 9-1-1
3:00 p.m.
MINUTES

1. CALL MEETING TO ORDER

Vice Chair Larry Green called meeting to order at 3:10

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present:

Chris Gerhinger, Clayton Township; Karen Miller, Davison Township; Karyn Miller, Flint Township; Steve Fuhr, Genesee Township; Larry Green, Mt. Morris Township; Brad Barrett, Flushing City; Paul Zelenak, Linden City; Jakki Sidge; Ellen Ellenburg, Genesee County; Kim Courts, Genesee County; Todd Mapes, Michigan State Police; Robert Pickell, Sheriff

Members Absent:

Mark Emmendorfer, Montrose Township

Others Present: Tim Jones, Lyndon Lattie, Spring Tremaine, Austin McKenzie-Recorder

4. APPROVAL OF AGENDA, MINUTES & ACCOUNTS

- **Current Agenda - June**
- **May 8, 2018 Executive Board Meeting Minutes (separate document)**
- **Accounts - May**
- **Treasurers Report – May**

Action Taken: Motion by Barrett supported by Gerhinger to accept previous reports.

MOTION CARRIES

Action Taken: Motion by Barrett supported by Miller Davison to amend agenda, adding “VHF System”

Gerhinger	AYE
D Miller	AYE
F Miller	AYE
Fuhr	AYE
Green	AYE

Barrett AYE
Zelenak AYE
Sidge AYE
Ellenburg AYE
Courts AYE
Mapes AYE
Pickell AYE

12 AYES
MOTION CARRIES

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Concern was expressed about tornado warning signal being affected by the discontinuation of the VHF system. That item has been placed at the end of the agenda.

6. OLD BUSINESS

A. Advisory Board Report

Chief Fairchild gave an update from the Advisory Board Meeting. He said the 800 MHz pagers are working decently. The only issue with the pagers currently is the battery. That issue is being addressed by the dispatch center, who has ordered and replaced around 1700 batteries.

• **Disposal of Old Radios**

Discussion began concerning what agencies should do with their old 800 MHz radios. It was suggested that the fire departments be allowed to keep their old radios. If other agencies decided to keep their own old radios, it would cost them \$100 per radio. The advisory board agreed it was best to give all old radios to 911 to do with what they see fit. Each agency will inventory the radios they turn in, in order to have a record of what they once had. Radios will be kept in their agencies facilities for the time being, until all new radios are distributed. After, agencies will schedule a date and time to bring their old radios to the airport hangar. Ms. Tremaine brought up the minutes from the November 14 Executive Board Meeting, which stated that each consortium member should make their own decision on how to handle their old radio equipment. Fairchild said that Chiefs Association recommended to let the dispatch center do with the radios as they please. Gerhinger asked what will happen, should the center make any money from the disposal of the old radios. Fairchild said all money should go back to the center. Gerhinger asked Fairchild to type up a letter detailing this.

Action Taken: Motion by Gerhinger, supported by Davison's Miller, directing the advisory board to draft a letter detailing how to handle the old radios.

MOTION CARRIED

B. 800 MHz Radios

• **MPSCS Remediation / Console Encryption**

The state started this project in the Upper Peninsula and has worked its way down. They have now entered Genesee County. On July 23, MPSCS will begin upgrade all towers to fiber cables. Remediation will cause the VHF system to stop working, including the tornado warning sirens. Genesee County cannot opt out of the upgrade or reschedule it. After remediation takes place MPSCS will upgrade the console encryption

- **New Radios Project Update**

Discussion about firefighters and radios ensued. Tentatively, all radios will be inventoried and distributed by the end of summer.

C. 800 MHz Paging

Jones gave an update on the 800 MHz pagers. All pagers have been reprogrammed. At the last Advisory Board Meeting, he recommended continuing dual paging for an additional 30 days to work out any remaining bugs. The 30 days will be up at the end of this month. Ms. Tremaine said she would like to stop doing dual paging on June 25. The VHF system will soon be turned off, June 25 gives additional time between the shut off date to make sure all bugs are worked out. Barrett asked about contract savings with I Am Responding. The fire chief's association has an upcoming meeting in which this will be discussed.

Action Taken: Motion by Miller, support by Barrett, to stop dual paging on June 25.

MOTION CARRIED

D. Invoices over \$5000 (1)

Stevens Fence invoice for a new entrance gate.

E. Entrance Gate

Steven's Fence can honor their original quote that was given some time ago. A down payment of \$20,000 has already been made. Electric has been marked by MISS DIG, and the electrical work will be done in coming weeks. Ellenburg suggested in the future we use our local iron workers for projects. Gerhinger brought up that this discussion had already taken place, however Steven's bid for fence was accepted before discussion.

Action Taken: Motion by Barrett supported by Davison's Miller to reaffirm purchase.

Gerhinger	AYE
D Miller	AYE
F Miller	AYE
Fuhr	AYE
Green	AYE
Barrett	AYE
Zelenak	AYE
Sidge	AYE
Ellenburg	AYE
Courts	AYE
Mapes	AYE
Pickell	AYE

12 AYES
MOTION CARRIES

7. NEW BUSINESS

A. Scheduling Software

The center has entered into an agreement with eScheduler for scheduling software. The cost is \$207 per month, less than \$2500 per year. The center is under no contractual obligation, the contract is on a month to month basis. It was in the budget before purchasing freeze.

B. Plante Moran – Capital Improvement Plan & Forecast

Money needs to be set aside for new capital expenditures. Ms. Tremaine approached Plante Moran about creating a capital improvement plan and forecast. Plante Moran said the cost for producing this forecast would not exceed \$10,000. Ms. Tremaine said that she has hesitations due to the number of large expenses recently incurred by the center. Flint's Miller asked if Jones and Ms. Tremaine could create the budget themselves. Plante Moran suggested putting aside at least \$300,000 annually for capital improvements. Davison's Miller said she recommend not spending money on Plante Moran right now. Ms. Tremaine was asked to go through budget with Tim.

Action Taken: Motion by Barrett, supported by Davison's Miller to postpone the discussion about the capital improvement fund

MOTION CARRIES

Barrett suggested scheduling an audit/budget committee meeting within next 30- 60 days.

Action Taken: Motion by Barrett support by Davison's Miller for budget meeting to be scheduled within the next 30-60 days.

Gerhinger AYE
D Miller AYE
F Miller AYE
Fuhr AYE
Green AYE
Barrett AYE
Zelenak AYE
Sidge AYE
Ellenburg AYE
Courts AYE
Mapes AYE
Pickell AYE

12 AYES
MOTION CARRIES

8. OTHER BUSINESS

A. VHF System

Ms. Tremaine has been learning about the VHF sirens. We have 114 in county. The best option to keep the VHF sirens working is for the county to build its own VHF system with digipeaters. This would allow center to put out the signals to set off the warning sirens. The dispatch center will need \$12,000 worth of equipment in order to have the capabilities to run the sirens. Ms. Tremaine will pushout a figure to the members on replacement/ upgrade costs. Jones pulled up an email and stated \$77,880 was the cost to upgrade all sirens in Genesee County. Mundy township and Flint City have antennas on their sirens that are not omnidirectional and would need to be replaced for them to work. Thus, they would incur an additional charge, not included in the \$77,880 quote. There are 9 in Flint and 11 in Mundy. Ms. Tremaine said that the equipment needed to transmit the signal from the dispatch center to the siren should be the center's responsibility. Any other equipment needed outside the center needs to be paid by the municipalities. All sirens are owned by their own communities, the center owns no sirens. Sherriff asked the price the municipality must pay to upgrade. Green said roughly \$690 per siren. Flint's Miller asked about antennas and sirens. Only the antenna's need to be replaced. The state will shut off the VHF system on the 29th. Ms. Tremaine said center will stop dual paging on June 25th to work out kinks that may occur between the 25th and 29th. The goal is to have the new VHF siren system running and able to be tested by July 7th. Discussion about how towers are activated ensued. Sirens cannot be moved to 800 system, they must stay on VHF. Gerhinger said that special budget meetings would be necessary for getting money to upgrade or replace antennas. Barrett asked about other options. Ms. Tremaine she was unaware of any other way to do mass notifications. Ms. Tremaine will send out a breakdown of costs to the municipalities. The costs will be stated as cost per siren and cost per municipality. \$12,000 will be paid out by the center for equipment to be installed in the center. The remaining will be costs will be divided between municipalities, with extra costs falling on Mundy and Flint. Lattie said the board needs to decide whether this is a valid dispatch center expense. Gerhinger expressed concern about the lack of notification that the VHF system was going to be gone, stating that it was an unfunded mandate. The City of Flint's emergency sirens will be cut off with the remediation. No representative from Flint City was present. Miller from Flint Township requested that Ms. Tremaine send out a quote and letter to all municipalities to inform them of the VHF siren issue by tomorrow. Discussion ensued. Fuhr wanted clarification about why Genesee Township has to pay 25% of the cost. However, this was a misunderstanding, as all county municipalities will split the digipeater cost. Gerhinger stated they share towers with other municipalities. The possibility was brought up that emergency purchase plans may have to be used in order to upgrade the sirens and have them working in time. Even without Flint upgrading their sirens, all tower sirens will work as long as they've been updated.

Action Taken: Motion by Barrett supported by Gerhinger to give authority to Ms. Tremaine to spend over \$10,000 for emergency siren dispatch equipment

Gerhinger	AYE
F Miller	AYE
Fuhr	AYE
Green	AYE
Barrett	AYE
Zelenak	AYE
Sidge	AYE
Ellenburg	AYE
Courts	AYE
Mapes	AYE
Pickell	AYE

11 AYES
MOTION CARRIES

Discussion ensued concerning what would happen if the City of Flint doesn't pay to upgrade their sirens. It was decided that no one else will pick up the bill for Flint, their system will not work. Flint will not be treated differently. Fairchild then asked for clarification, he wanted to make sure that if he upgrades his system, his will work. It will.

9. DIRECTORS REPORT

None

10. COMMITTEE REPORTS

None

11. ATTORNEY REPORT

None

12. PUBLIC COMMENTS

None

13. ADJOURNMENT

Green adjourned meeting at 4:10