

GENESEE COUNTY COMMUNICATIONS CONSORTIUM

General Membership Meeting

September 11, 2018

Genesee County 9-1-1

2:00 p.m.

MINUTES

1. CALL MEETING TO ORDER

Meeting called to order at 2:04 pm by Chairman Mark Emmendorfer

2. PLEDGE OF ALLEGIANCE / OBSERVANCE OF 9/11

3. ATTENDANCE ROLL CALL

Members Present:

Chris Gehringer, Clayton Township; Timothy Elkins, Davison Township; Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Paul Fortino, Gaines Township; Steve Fuhr, Genesee Township; Scott Bennett, Grand Blanc Township; Mark Emmendorfer, Montrose Township; Larry Green, Mt. Morris Township; David Guigear, Mundy Township; Kerry Paulson, Vienna Township; Andria Schroeder, Davison City; Brad Barrett, Flushing City; Wendy Jean Buhner, Grand Blanc City; Paul Zelenak, Linden City; Vikki Fishell, Mt. Morris City; Sam Stiff, Gaines Village; Jakki Sidge, Goodrich Village, Yvonne Brantley, Michigan State Police; Robert Pickell, Sheriff.

Members Absent:

Brian Saad, Argentine Township; Teresa Onica, Atlas Township; Bonnie Mathis, Fenton Township; Mary Ann Price, Forest Township; Joe Madore, Richfield Township; Gary Stevens, Thetford Township; Dennis Okeefe, Burton City; Doug Vance, Clio City; Steven Branch, Flint City; Christy Sanborn, Montrose City; Adam Zettel, Swartz Creek City; John Ray, Otisville Village.

Others Present: Brian Fairchild, Lyndon Lattie, Robert Cairnduff, Jason Slater, Kevin Salter, Pam Hill, Pat Major, Spring Tremaine, Austin McKenzie, Valerie Moore-Recorder.

4. AGENDA APPROVAL

Chairman Emmendorfer

Action Taken: Motion by Zelenak, Support by Green to approve Agenda as presented.

ALL AYES, MOTION CARRIED

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

No Comments

6. APPROVAL OF MINUTES

- **June 2018**

Action Taken: Motion by Miller, Flint Township, support by Fuhr to approve June's meeting minutes.

ALL AYES, MOTION CARRIED

6. OLD BUSINESS

A. Advisory Board Report

Chief Fairchild

Chief Fairchild stated the 800 MHz radio updates have been going well. Procomm has provided weekly updates and estimates that by the end of this week they will have the entire East side done, with the exception of Burton. (Richfield Township, Davison City, Davison Township, Gaines Township, Grand Blanc City and Grand Blanc Township will have installs and upgrades done by end of this week.) Procomm is slowly working their way across the county to each agency however they will hold off on the Sherriff's Department and The City of Flint, because they will need to bring all of their people in at once for these agencies due to their size. The fix on the radios seems to be working; no one has had any complaints. Issues brought up by Flint City regarding mics and batteries was addressed by Procomm and corrected last week.

Fairchild reported the 800 Pager system is still having issues with inconsistency of pagers going off. Going back to all Fire Chiefs and asked them to start documenting all specifics with pager issues as they arise so they can continue to report back to the company.

Tremaine stated she received a call from Unication and they plan to personally make a visit to the top 4 agencies that have had the most complaints and will work with them to find answers. Unication feels a software upgrade is a fix, but is waiting for approval from the state before it can be pushed out.

Fairchild stated Sirens are now all up and running and being controlled by 911.

B. 800 MHz Radios/Remediation

Tremaine

Tremaine stated remediation is scheduled to be completed by September 13th and so far everything is progressing well. No complaints from anyone at this time, radios are all coming back on line as soon as they have finished remediation. If there are any complaints please let her know.

C. Purchasing Policy

Tremaine

Tremaine presented a revision to the purchasing policy that will change the professional services from \$10,000 down to \$5,000.

Action Taken: Motion made by Zelenak, supported by Fuhr to approve revision of the revised purchase policy.

Gehringer	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Bennett	Aye
Emmendorfer	Aye
Green	Aye
Guigear	Aye
Paulson	Aye
Schroeder	Aye
Barrett	Aye

Buhrer Aye
Zelenak Aye
Fishell Aye
Stiff Aye
Sidge Aye

ALL AYES, MOTION CARRIED

7. NEW BUSINESS

A. FY 19 Budget Approval

Tremaine / Hill

Hill presented proposed FY19 Budget. Hill stated proposed FY19 budget reflects revenues that will remain relatively consistent with FY 18 revenue due to surcharge and number of phones being charged. Comparing strictly operating expenses from FY18 to FY19, there will a nominal increase of about 3-4% for the year. This increase includes a 10% increase in health care, projected from \$750,000 in FY18 up to \$825,000 in FY19. Hill pointed out a notable reduction in expenditures is reflected under contractual services for the FY19. Tremaine stated there was a contingency fund in place last year, this was removed and was put into transfer out, which will become the capital improvement fund moving forward. This was in agreement with the budget committee.

Action Taken: Motion made by Barrett, supported by Gehringer to approve proposed FY 19 budget for 911 Consortium.

Gehringer Aye
Elkins Aye
Miller Aye
Thorsby Aye
Fortino Aye
Fuhr Aye
Bennett Aye
Emmendorfer Aye
Green Aye
Guigear Aye
Paulson Aye
Schroeder Aye
Barrett Aye
Buhrer Aye
Zelenak Aye
Fishell Aye
Stiff Aye
Sidge Aye

ALL AYES, MOTION CARRIED

B. Vacant Positions on Executive Board

Chairman Emmendorfer

Emmendorfer announced Karen Miller from Davison Township retired as of September 10th. There is an open Township position on the executive board that will need to be filled until December when re-appointment will take place. Discussion took place on best approach to nominate or recommend candidates for the open positions. Flint Township's Miller proposed a recommendation to nominate a member for Executive Board before end of the general membership meeting, to allow the executive board to vote during today's

meeting. Flint Township's Miller nominates Paul Fortino and Fred Thorsby for open Executive Board position.

Action Taken: Motion by Miller, supported by Green to recommend nomination slate listing Paul Fortino and Fred Thorsby as candidates for the open Township position on the Executive Board.

Gehring	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Bennett	Aye
Emmendorfer	Aye
Green	Aye
Guigear	Aye
Paulson	Aye
Schroeder	Aye
Barrett	Aye
Buhrer	Aye
Zelenak	Aye
Fishell	Aye
Stiff	Aye
Sidge	Aye

ALL AYES, MOTION CARRIED

C. Fenton City Surcharge

Chairman Emmendorfer

Emmendorfer stated there was a motion made at the last Executive board meeting and the decision was to have the issue brought before the General Membership board along with a letter written to the Genesee County Board of Commissioners. Tremaine included the motion and past minutes in order to have the General membership discuss and make a motion if they choose. Lattie stated his recommendation was to write a memo to Fenton officials in order to be documented and studied if they wish. Any comments can then be addressed going forward when everyone has the complete proposed amendment. A side issue to be resolved prior to any votes taking place is that each agency needs to be properly represented with appointed individuals prior to the vote taking place. Lattie stated City of Flint, State Police as well as any newly appointed members should be in place prior to taking a vote on the resolution. Lattie stated the committee wants to be certain that the percentages of chosen representatives are all available and approved at the time of the vote. Lattie stated it is very important to him, the Consortium and the City of Fenton to have this issue resolved and have the agreement amended between all 31 agencies. Concerns were raised that the city of Flint holds 25% of the vote this would greatly reduce the ability for them to get enough votes if their representatives fail to show up for the vote.

Emmendorfer requested that Lattie put together a written document showing how the changes would work and have that brought to the Executive Board in October.

Action Taken: Motion by Barrett, support by Green to review the proposed Exhibit A updates before any final decision is made. Exhibit A is the distribution of percentages between communities.

ALL AYES MOTION CARRIED

D. Attorney Contract

Chairman Emmendorfer

Emmendorfer presented the Attorney’s contract that had been reviewed with the Budget Committee regarding Attorney Lattie’s services to the 911 Consortium. Lattie left the room as discussion began. Contract proposed a fixed amount of \$36,000 per year, in increments of \$3000 paid at the first of each month. Under this contract Lattie would devote 30 hours per month with a total of 360 over the one year term of the contract.

Action Taken: Motion by Bennett support by Gehringer to approve attorney contract as presented.

Gehringer	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Bennett	Aye
Emmendorfer	Aye
Green	Aye
Guigear	Aye
Paulson	Aye
Schroeder	Aye
Barrett	Aye
Buhrer	Aye
Zelenak	Aye
Fishell	Aye
Stiff	Aye
Sidge	Aye

ALL AYES MOTION CARRIED

E. Proposed Budget Amendments

Tremaine

Tremaine reports that they have made within the FY18 budget. Tremaine stated she had to balance a few items within the budget, description of each line item amended had been provided for review. Executive Board and Budget Committee have seen this amended budget. Tremaine is asking for approval on amendments to balance line items within the FY18 budget. Barrett stated he would like to get approval on a transfer out of \$422,000 for a personal property purchase that is on the agenda for the Executive Board meeting. Without the approval from the General Membership, the option to further discuss this would not be open to them during the Executive Board meeting.

Action Taken: Motion by Barrett, support by Green to amend budget for FY19 and approve a transfer out in the amount of \$422,000.

Gehringer	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye

Fuhr	Aye
Bennett	Aye
Emmendorfer	Aye
Green	Aye
Guigear	Aye
Paulson	Aye
Schroeder	Aye
Barrett	Aye
Buhrer	Aye
Zelenak	Aye
Fishell	Aye
Stiff	Aye
Sidge	Aye

ALL AYES MOTION CARRIED

Action Taken: Motion by Flint Township’s Miller, support by Schroeder to approve the recommendations of amending the budget by Spring Tremaine.

Gehringer	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Bennett	Aye
Emmendorfer	Aye
Green	Aye
Guigear	Aye
Paulson	Aye
Schroeder	Aye
Barrett	Aye
Buhrer	Aye
Zelenak	Aye
Fishell	Aye
Stiff	Aye
Sidge	Aye

ALL AYES MOTION CARRIED

F. Emergency Sirens Update

Tremaine

Tremaine stated all Emergency sirens have been updated by Westshore. Invoices have been sent out to all Townships, Villages or Agencies. A screen in the 911 dispatch center can now view each of the sirens. Last test conducted was successful. Barrett asked Tremaine if The City of Flint had their updates completed, Tremaine stated yes, they did.

8. OTHER BUSINESS
None

9. PUBLIC COMMENTS

Fortino stated that Joe Madore, Richfield Township had retired a few months ago but is still listed on the Membership board. Tremaine agreed. Tremaine stated if any representative is no longer in position, the Board needs to be notified of this in writing.

10. ADJOURNMENT

Meeting adjourned at 3:17pm by Chairman Mark Emmendorfer.

DRAFT