

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM  
EXECUTIVE BOARD**

**December 12, 2017**

Harris Auditorium

2:30 p.m.

**BOARD MEMBERS PRESENT:**

Mark Emmendorfer, Larry Green, Karen Miller, Paul Zelenak, Steve Fuhr, Jakki Sidge, Karyn Miller, Brad Barrett, Robert Pickell, Lt. Mapes, Commissioner Courts

**BOARD MEMBERS ABSENT:**

Commissioner Shapiro, Chris Gehringer

**ALSO PRESENT:**

Spring Tremaine, David Plumb, Tim Jones, Brian Fairchild, Theresa Lock, Ray Hall, Tere Onica, Skip Davis, Kirk Wilkinson, Paul Fortino, Harold Stegman, Lyndon Lattie, Tyler Stegman, Robin Bush - Secretary

**1. CALL TO ORDER:**

The 9-1-1 Central Communications Executive Board was called to order by Chairman Emmendorfer at 3:00 p.m. at the Harris Auditorium.

**2. PLEDGE OF ALLEGIANCE :**

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. APPROVAL OF THE MINUTES, BILLS AND ACCOUNTS:**

**MOTION: MADE BY MR. GREEN, SUPPORTED BY MR. BARRETT TO APPROVE THE NOVEMBER 14, 2017 EXECUTIVE BOARD MEETING MINUTES. ALSO APPROVED WERE THE PAYMENT OF BILLS IN THE AMOUNT OF \$366,442.46 AND THE TREASURERS REPORT FOR THE MONTH OF NOVEMBER 2017 AS PRESENTED.**

**ROLL CALL VOTE:**

Emmendorfer	Aye
Miller (Davison)	Aye
Miller	Aye
Fuhr	Aye
Green	Aye
Barrett	Aye
Zelenak	Aye
Sidge	Aye
Pickell	Aye
Mapes	Aye

**10 Ayes, 0 Nays Motion Carried**

5. **PUBLIC COMMENTS ON AGENDA ITEMS ONLY:**

6. **OLD BUSINESS:**

A. **Committee Report Building and Grounds**

1. **Quiet Room**

Mr. Jones gave an update to the board regarding the two additional call taker positions (CTK7 &CTK8) stating that they have been installed and they are operational.

He also addressed the quiet room architectural quotes. Three quotes were received and presented to the board. (see letter dated 12/4/17). It is the recommendation of Mr. Jones to approve hiring Creekwood Architectural Inc. out of Burton based on their quote and associated fees. He also recommended that the Building and Grounds Committee oversee the project.

Executive Director Tremaine pointed out her concerns about the radio room equipment, "brain center" being exposed to the elements every time the door is opened (dust and debris) and how vulnerable it is when persons outside the center come in and out. She stated there are security issues that should be addressed. After discussions with Mr. Shook it was agreed that a wall would solve the security issue. It was suggested that we could get bids for the quiet room and the server rooms from Creekwood Architectural.

**MOTION: MADE BY MS. KARYN MILLER, SUPPORTED BY MR. FUHR TO MOVE FORWARD AND HIRE CREEKWOOD ARCHITECTURE, INC. FOR THE QUIET ROOM PROJECT AS WELL AS GIVE THE EXECUTIVE DIRECTOR THE LATITUDE TO SELECT A FIRM FOR THE CONSTRUCTION OF THE WALL IN THE SERVER ROOM.**

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Aye</b>
<b>Miller (Davison)</b>	<b>Aye</b>
<b>Miller</b>	<b>Aye</b>
<b>Fuhr</b>	<b>Aye</b>
<b>Green</b>	<b>Aye</b>
<b>Barrett</b>	<b>Aye</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Aye</b>
<b>Pickell</b>	<b>Aye</b>
<b>Mapes</b>	<b>Aye</b>
<b>Courts</b>	<b>Aye</b>

**11 Ayes, 0 Nays Motion Carried**

**B. New Security Gate / Back Door**

Mr. Jones updated the board on the ongoing broken main security gate that has been out of service for some time (see letter dated 12/4/17). He is requesting approval to replace the gate. Mr. Jones is also requesting approval to replace the broken back door which is the original door installed when the building was constructed. The Building and Grounds Committee met to discuss the two issues and agreed that both the gate and the door should be replaced. Three quotes have been requested from three different fencing companies. As of this date two quotes have been received.

**MOTION: MADE BY MR. ZELENAK, SUPPORTED BY MR. FUHR TO TAKE THE RECOMMENDATION OF THE BUILDING AND GROUNDS COMMITTEE TO MOVE FORWARD AND REPLACE THE GATE AND THE BACK DOOR. ALSO TO DIRECT THE EXECUTIVE DIRECTOR TO COLLECT THREE QUOTES TO BE BROUGHT BACK BEFORE THE EXECUTIVE BOARD FOR REVIEW WITH A RECOMMENDATION ON HOW TO PROCEED.**

**AMMENDMENT TO THE MOTION: MR. BARRETT MADE A RECOMMENDATION TO ALLOW THE EXECUTIVE DIRECTOR TO MOVE FORWARD AND REPLACE THE BROKEN BACK DOOR WITHOUT BRINGING QUOTES BACK TO THE BOARD SINCE THE COST FALLS WITHIN WHAT CAN BE APPROVED BY HER THROUGH THE PURCHASING POLICY. MR. ZELENAK AGREED WITH THE CHANGE TO HIS MOTION ABOVE.**

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Aye</b>
<b>Miller (Davison)</b>	<b>Aye</b>
<b>Miller</b>	<b>Aye</b>
<b>Fuhr</b>	<b>Aye</b>
<b>Green</b>	<b>Aye</b>
<b>Barrett</b>	<b>Aye</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Aye</b>
<b>Pickell</b>	<b>Aye</b>
<b>Mapes</b>	<b>Aye</b>
<b>Courts</b>	<b>Aye</b>

**11 Ayes, 0 Nays Motion Carried**

**7. NEW BUSINESS:**

**A.**

8. **OTHER BUSINESS:**

A. **Hexagon Maintenance Contract**

**MOTION: MADE BY MR. GREEN, SUPPORTED BY MS. KAREN MILLER TO ADD THE HEXAGON MAINTENANCE RENEWAL CONTRACT TO THE AGENDA.  
ALL AYES, MOTION CARRIED.**

Mr. Shook informed the board that the Hexagon software maintenance contract would expire soon and would need renewal. This covers maintenance for all of the CAD software which is the backbone software that is used in house and is crucial to 911. The renewal period would be 1/1/18 through 12/31/18.

**MOTION: MADE BY MR. ZELENAK, SUPPORTED BY MR. BARRETT TO MOVE FORWARD AT THE RECOMMENDATION OF MR. SHOOK AND RENEW THE HEXAGON MAINTENANCE CONTRACT FOR THE PERIOD OF 1/1/18 THROUGH 12/31/18 IN THE AMOUNT OF \$134,271.20 AS WELL AS THE ADDITIONAL \$502.74.**

**ROLL CALL VOTE:**

Emmendorfer	Aye
Miller (Davison)	Aye
Miller	Aye
Fuhr	Aye
Green	Aye
Barrett	Aye
Zelenak	Aye
Sidge	Aye
Mapes	Aye
Courts	Aye

**10 Ayes, 0 Nays Motion Carried**

Sheriff Pickell left the meeting before the vote

9. **COMMITTEE REPORTS:**

A.

10. **ATTORNEY REPORT:**

A.

11. **PUBLIC COMMENTS:**

12. **ADJOURNMENT:**

**MOTION: MADE BY MR. BARRETT, SUPPORTED BY MR. FUHR TO  
ADJOURN THE MEETING.  
ALL AYES, MOTION CARRIED.**

There being no further business to discuss the meeting was adjourned at 3:50p.m.

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

