

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM  
EXECUTIVE BOARD  
October 10, 2017**

Harris Auditorium  
2:00 p.m.

**BOARD MEMBERS PRESENT:** Mark Emmendorfer, Larry Green, Karen Miller, Paul Zelenak, Chris Gehringer, Steve Fuhr, Jakki Sidge, Kim Courts, Drew Shapiro, Lt. Mapes

**BOARD MEMBERS ABSENT:** Karyn Miller, Brad Barrett, Sheriff Pickell

**ALSO PRESENT:** David Plumb, Tim Jones, Lyndon Lattie, Dan Machuta, Max Machuta, Becky Dawson, Tyler Stegman, Harold Stegman, Brian Fairchild, George Sippert, Kirk Wilkinson, 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 :**

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. GEHRINGER, SUPPORTED BY MS. MILLER TO APPROVE THE SEPTEMBER 10, 2017 EXECUTIVE BOARD MEETING MINUTES ALONG WITH THE AUGUST 12, SEPTEMBER 6, SEPTEMBER 25, AND OCTOBER 2, SPECIAL MEETING MINUTES. ALSO APPROVED WERE THE PAYMENT OF BILLS IN THE AMOUNT OF \$343,415.89 AND THE TREASURERS REPORT FOR THE MONTH OF SEPTEMBER 2017 AS PRESENTED.**

Note: Commissioner Courts would like it noted that she did come in late to the September 25, 2017 special meeting. The minutes show her absent.

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Aye</b>
<b>Gehringer</b>	<b>Aye</b>

<b>Miller (Davison)</b>	<b>Aye</b>
<b>Fuhr</b>	<b>Aye</b>
<b>Green</b>	<b>Aye</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Aye</b>
<b>Shapiro</b>	<b>Aye</b>
<b>Courts</b>	<b>Aye</b>
<b>Mapes</b>	<b>Aye</b>
<b><u>10 Ayes, 0 Nays Motion Carried</u></b>	

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

Chairman Emmendorfer would like to add Plante Moran Engagement Letter to the agenda.

**MOTION: MADE BY MR. GREEN, SUPPORTED BY MS. MILLER TO ADD PLANTE MORAN ENGAGEMENT LETTER TO THE AGENDA UNDER OTHER BUSINESS NUMBER A.  
ALL AYE, MOTION CARRIED.**

**6. OLD BUSINESS:**

**A. Advisory Board Report**

Chief Sippert reported that the bidirectional amplifiers the Advisory board has set 'feelers' out to both police and fire agencies to find out which agencies require bidirectional amps to improve reception.

**B. New 800MHz Radios**

Mr. Machuta reported that over 95% of radio equipment has been delivered with the remainder to ship later in the week. Operations Manager Plumb is actively pursuing the existing talk groups for each department. Once received they will be forwarded to each department for review then sent off to the State for reprogramming. Once the templates are received from the State the radios will be reprogrammed and submitted to each department with installation to follow.

**U of M - Flint**

Mr. Machuta received an email from Mr. Craven stating that UofM Ann Arbor had completed their part of the process and has now turned it over to UofM Flint. He also stated that UofM Flint is now actively pursuing fund raising. They are over budget due to the separation of the building and the increase in security. UofM has begun fundraising to support the project.

**Quiet Room**

Mr. Machuta received information back from the architect (Asselin McLane Architectural Group) that the original room design does not meet building code. They were asked to redesign the room and resubmitting for approval.

**C. 800MHZ Paging**

Operations Manager Plumb reported that there are no updates. We are waiting on the chargers to come in. Launch is expected November 1st. Mr. Plumb will be going around the county doing in house training.

**D. Director's Search**

Chairman Emmendorfer reviewed the special meeting minutes with the board. He stated that at the September 6th meeting Ms. Nelson was contacted to discuss her final report dated July 21st. He also stated that on September 25, 8 individuals were interviewed and then paired down by the board and Cheryl Ronk to 3. The final 3 were interviewed on October 2nd. There was a motion made to offer the position to Ms. Cheryl Bartrum. There will be a special meeting held on October 12th at 1:00pm to discuss an employment contract for Ms. Bartum which will be brought back to the board for final approval.

**E. Request for Additional IT Personnel**

Mr. Shook could not attend this month's meeting and requested that it be tabled until November.

**MOTION: MADE BY MR. GREEN, SUPPORTED BY MR. GEHRINGER TO TABLE THE ISSUE UNTIL NEXT MONTH.  
ALL AYES, MOTION CARRIED.**

**7. NEW BUSINESS:**

**A. Deputy Director Jones requesting carry-over of unused personal time to 2017/2017.**

Deputy Director Jones requested board approval to carry over his unused personal time of 65 hours or pay him out at 100%. According to his personal service contract he would get paid out 50% for unused personal time with no carry over allowed and 100% for unused annual time which he has 13 hours. He stated he was unable to use much time due to the absence of the director and that he should not be penalized for being responsible.

Chairman Emmendorfer commented that going outside the contract opens it up for others with personal service contracts to make similar requests.

**MOTION: MADE BY COMMISSIONER SHAPIRO, SUPPORTED BY MS. MILLER TO MOVE FORWARD AND HONOR MR. JONES REQUEST TO CARRY OVER HIS UNUSED PERSONAL TIME (65 HOURS).**

**Amendment: MADE BY MR. GREEN TO ALLOW THE PAYOUT OF (65 hours Personal time) UNDER THE CURRENT (OLD) RATE OF PAY.**

Commissioner Shapiro requested Mr. Jones thoughts on the amendment. Mr. Jones stated that we are now in a new fiscal year and to not complicate it would the board consider paying him out at 100% under his old rate?

**Amendment: Commissioner Shapiro stated he would accept the friendly amendment as presented by Mr. Green**

**MOTION: MADE BY COMMISSIONER SHAPIRO, SUPPORTED BY MS. MILLER TO PAYOUT MR. JONES 65 HOURS PERSONAL TIME PLUS 13 HOURS VACATION TIME LEFT OVER FROM THE 2016 / 2017 FISCAL YEAR AT 100%.**

Mr. Gehringer requested Mr. Lattie respond to the motion and how it might impact future personal service requests. Mr. Lattie stated since the contract language was changed it does set a precedence and others with personal service contract may make similar requests.

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Nay</b>
<b>Gehringer</b>	<b>Aye</b>
<b>Miller</b>	<b>Aye</b>
<b>Fuhr</b>	<b>Aye</b>
<b>Green</b>	<b>Aye</b>
<b>Zelenak</b>	<b>Nay</b>
<b>Sidge</b>	<b>Aye</b>
<b>Shapiro</b>	<b>Aye</b>
<b>Courts</b>	<b>Aye</b>
<b>Mapes</b>	<b>Aye</b>
<b><u>8 Ayes, 2 Nays Motion Carried.</u></b>	

**8. OTHER BUSINESS:**

**A. Plante Moran Engagement Letter**

Mr. Emmendorfer received an engagement letter from Plante Moran to perform the 2016/2017 audit in the amount of \$11,135.00. Per the purchasing policy anything over 5,000 has to have 2 written quotes. He did state that if the board felt it was too late in the year it could be approved under an emergency purchase.

**MOTION: MADE BY MR. GEHRINGER, SUPPORTED BY MR. ZELENAK TO MOVE FORWARD AND SOLICITE THREE AUDITORS WITH PRICING TO PERFORM THE 2016/2017 AUDIT.**

It was recommended that the Consortium attorney, Deputy Director and Chairman review any incoming quotes.

Ms. Miller stated that Plante Moran has already done our projections and with trying to get a new director is it crucial we go out and try to find an auditing firm at this time? She suggested waiting at least a year, let the new director get settled and move forward next year. She stated it will take everyone twice as much time to get through the audit if we don't use Plante Moran. Also that Plante Moran is a great firm and is already familiar with our organization. Commissioner Courts agreed. She stated it's not a simple task in such a short time.

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Nay</b>
<b>Gehring</b>	<b>Aye</b>
<b>Miller</b>	<b>Nay</b>
<b>Fuhr</b>	<b>Nay</b>
<b>Green</b>	<b>Nay</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Nay</b>
<b>Shapiro</b>	<b>Aye</b>
<b>Courts</b>	<b>Nay</b>
<b>Mapes</b>	<b>Nay</b>

**3 Ayes, 7 Nays Motion Not Carried.**

**MOTION: MADE BY MR. FUHR, SUPPORTED BY MR. GREEN TO RETAIN PLANTE MORAN FOR ONE MORE YEAR.**

Ms. Miller commented that changing auditors will take a lot more time for everything to be explained to them. Mr. Zelenak commented that the auditor could end up being Plante Moran. Mr. Lattie reviewed the purchasing policy with the board. He did state that Plante Moran does present the audit to the board in December so there is a deadline approaching.

**MOTION: MADE BY MR. FUHR, SUPPORTED BY COMMISSIONER SHAPIRO TO TABLE THE MOTION TO RETAIN PLANTE MORAN FOR ONE MORE YEAR.**

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Aye</b>
<b>Gehring</b>	<b>Aye</b>
<b>Miller</b>	<b>Nay</b>
<b>Fuhr</b>	<b>Aye</b>
<b>Green</b>	<b>Nay</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Aye</b>
<b>Shapiro</b>	<b>Aye</b>
<b>Courts</b>	<b>Nay</b>
<b>Mapes</b>	<b>Aye</b>

**7 Ayes, 3 Nays Motion Carried**

**MOTION: MADE BY LT. MAPES, SUPPORTED BY COMMISSIONER SHAPIRO TO REVISIT THE ORIGINAL MOTION AND GET THREE AUDITOR QUOTES FOR THE 2016/2017 AUDIT.**

**ROLL CALL VOTE:**

<b>Emmendorfer</b>	<b>Aye</b>
<b>Gehring</b>	<b>Aye</b>
<b>Miller</b>	<b>Nay</b>
<b>Fuhr</b>	<b>Aye</b>

<b>Green</b>	<b>Nay</b>
<b>Zelenak</b>	<b>Aye</b>
<b>Sidge</b>	<b>Nay</b>
<b>Shapiro</b>	<b>Aye</b>
<b>Courts</b>	<b>Nay</b>
<b>Mapes</b>	<b>Aye</b>
<b><u>6 Ayes, 4 Nays Motion Carried.</u></b>	

Commissioner Shapiro suggested bringing extra packets handouts each meeting for those having difficulty getting it electronically.

**9. COMMITTEE REPORT:**

**A. Center Operations Report**

Mr. Plumb gave his update to the board. He reported that overtime is down significantly. Training continues. Currently we have 50 full time dispatchers of which 45 are fully trained as well as 2 part time dispatchers. Interviews will be conducted soon. The staff goes to the basement backup center once per week.

**10. ATTORNEY REPORT:**

**A. October 4, 2017**

Mr. Lattie presented his report to the board.

**11. PUBLIC COMMENTS:**

**12. ADJOURNMENT:**

**MOTION: MADE BY MS. MILLER, SUPPORTED BY COMMISSIONER COURTS TO ADJOURN THE MEETING.  
ALL AYES, MOTION CARRIED.**

There being no further business to discuss the meeting was adjourned at 3:10p.m.

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