

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM**  
**Executive Board Meeting**  
**March 12, 2019**  
**Genesee County 9-1-1**  
**2:30 p.m.**

**MINUTES**

**1. CALL MEETING TO ORDER**

Meeting called to order at 3:15 p.m. by Chairman Emmendorfer.

**2. PLEDGE OF ALLEGIANCE**

**3. ATTENDANCE ROLL CALL**

**Members Present:** Chris Gehringer, Clayton Township; Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Paul Fortino, Gaines Township; Mark Emmendorfer, Montrose Township; Brad Barrett, Flushing City; Wendy Jean-Buhrer, Grand Blanc City; Kim Courts, Genesee County; Todd Mapes, Michigan State Police; Robert Pickell, Sheriff

**Members Absent:** Steve Fuhr, Genesee Township; Sam Stiff, Gaines Village; Ellen Ellenburg, Genesee County

**Others Present:** Brian Fairchild, Lyndon Lattie, Spring Tremaine, and Valerie Moore - recorder

**4. APPROVAL OF AGENDA, MINUTES & ACCOUNTS** **Chairman  
Emmendorfer**

- **Current Agenda – March**
- **February 12, 2019 Executive Board Meeting Minutes**
- **Accounts – February 2019**
- **Treasurers Report – February 2019**

**Action Taken:** Motion by Barrett, support by Courts to amend agenda and add item 7. G. "Legal Services RFP".

**Action Taken:** Motion by Gehringer, support by Courts to approve amended Agenda, along with February Meeting minutes, February Accounts and Treasurers report.

**Roll Call Vote:**

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Courts	Aye
Mapes	Aye

Pickell                      Aye  
**All Ayes, Motion Passes**

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

**6. OLD BUSINESS**

**A. Advisory Board Report**

**Chief Volz**

*Advisory Board report presented during General Membership meeting:* Volz was not present; Fairchild provided an update from the Advisory Board in his place. Fairchild stated that the Chiefs have reviewed the Licensing agreement draft they received from Center and have made suggestions to help clarify or included specific details within the Agreement before they all sign. Fairchild gave the copy of his revised draft to Attorney Lattie for his review. Tremaine requested that Jones be included on all communications regarding change requests being made to the MDC Agreements.

Fairchild stated that the Advisory Board would like direction from the Board regarding the future plan to replace MDC's after the warranties expire. If each Agency needs to be planning for replacement cost on their own, they would like to have plenty of lead time to prepare for that additional expense.

A fix has been found for the 800 Pager programming issues. This fix is being applied to all pagers as they complete the remaining updates.

800 MHz Radio installs are nearly finished. City of Flint and Sheriff's department are the only two departments that still need to have their radios installed at this time. These last two department installs should be completed by April.

Fairchild reported that the inventory collection process for all grant purchased radios is scheduled to begin in April. Jones will coordinate with each Agency to schedule and complete the collection and disposal of all grant purchased radios. Agencies will be required to provide a detailed inventory list with the items they are required to turn in to Center.

Tremaine stated that the Fire Chiefs all voted and approved the reprogramming with the channel selection update. Total cost for the complete reprogramming will be determined based on the number of radios required to be updated. Fairchild will bring this request to the Board for approval once they have a final cost to present.

**B. 800 MHz Radios Installation**

**Tremaine**

**1. Channel Selection**

Tremaine requested that the final decision and vote on the Channel Selection be tabled until April. There is a Budget committee meeting scheduled for next week to review FY19 budget amendments required to be made. A better picture of the current year expenses will be available to present to the Board during the April meeting.

**Action Taken:** Motion by Barrett, support by Thorsby to table further discussion and decisions on radio reprogramming.

**9 Ayes, 1 Nay, Motion passes**

## 2. Data Usage & Billing (April)

Tremaine provided the most recent detail on Data usage for the agencies. Cost has come back down closer to what is expected for the past few months. Charges will be invoiced to agencies in April.

### 7. NEW BUSINESS

#### A. Budget Amendments

Tremaine/ Moore

Tremaine presented FY19 budget amendments required to update current budget to reflect 1) a carryover of remaining Radio contingency funds from FY18 budget, 2) new sub account for Public Education, 3) new Group life & Disability insurance provider and 4) to correct an addition error.

**Action Taken:** Motion made by Miller, support by Thorsby to approve the presented amendments to the approved FY19 budget.

#### Roll Call Vote:

Gehring	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Courts	Aye
Mapes	Aye
Pickell	Aye

**All Ayes, Motion Passes**

#### B. Contract Approval - Moore

Tremaine

**Action Taken:** Motion made by Miller, support by Gehring to approve the personal service contract between Valerie Moore and the Consortium.

#### Roll Call Vote:

Gehring	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Courts	Aye
Mapes	Aye
Pickell	Aye

**All Ayes, Motion Passes**

**C. Risk Management Proposal**

**Tremaine**

Tremaine presented renewal of Michigan Mutual Risk Management Agency policy agreement and annual cost for renewal. Policy cost has gone up, but savings have also been applied reflecting the improvements made based on their recommendations.

**Action Taken:** Motion made by Barrett, support by Jean-Buhrer to enter into agreement with MMRMA for the annual policy as presented.

**Roll Call Vote:**

- Gehring           Aye
- Miller            Aye
- Thorsby           Aye
- Fortino            Aye
- Emmendorfer     Aye
- Barrett            Aye
- Jean-Buhrer       Aye
- Courts            Aye
- Mapes             Aye
- Pickell            Aye

**All Ayes, Motion Passes**

**D. Animal Control Radios**

**Tremaine**

Tremaine presented the bill from Motorola to pay for the radios purchased by Genesee County Animal Control. Discussion took place regarding the approval of this purchase, the number of radios that were purchased and who should be covering the cost.

**Action Taken:** Motion made by Pickell, support by Miller to pay for the radios that Animal Control has from this order and have someone from Tremaine’s office visit the location to verify the radio count and collect what is not required for the agency.

**Roll Call Vote:**

- Gehring           Nay
- Miller            Aye
- Thorsby           Aye
- Fortino            Aye
- Emmendorfer     Aye
- Barrett            Nay
- Jean-Buhrer       Aye
- Courts            Aye
- Mapes             Aye
- Pickell            Aye

**8 Ayes, 2 Nays Motion Passes**

**E. Markee Electric Quote**

**Tremaine**

Tremaine presented quote for electrical work to be done at the Kipp Road tower site. Markee Electric is approved by MPSCS to be on this property, and complete electrical work on the tower.

**Action Taken:** Motion made by Miller, support by Fortino to approve to have the work done for \$12,210, once the frost laws have been lifted.

**Roll Call Vote:**

- Gehringner           Aye
- Miller                Aye
- Thorsby             Aye
- Fortino              Aye
- Emmendorfer       Aye
- Barrett             Aye
- Jean-Buhrer        Aye
- Courts              Aye
- Mapes               Aye
- Pickell              Aye

**All Ayes, Motion Passes**

Sheriff Pickell left the meeting.

**F. Fiber Network Upgrade**

**Tremaine**

Tremaine presented three quotes to upgrade the 911 Center to a Fiber network for a future change from coax cable for data services. Currently paying \$150.00 a month, cost will go up to \$1033.00 a month with the fiber network. Tremaine recommended the Comcast plan based on cost and available service from the company, pricing agreement would be set for a 5-year period.

**Action Taken:** Motion by Gehringner, second by Thorsby to use Comcast Fiber network for 60 months, billed at \$1033.00 a month and \$1000.00 install cost.

**Roll Call Vote:**

- Gehringner           Aye
- Miller                Aye
- Thorsby             Aye
- Fortino              Aye
- Emmendorfer        Aye
- Barrett             Aye
- Jean-Buhrer        Aye
- Courts              Aye
- Mapes               Aye

**All Ayes, Motion Passes**

## **G. Legal Services RFP**

Discussion of Legal Services RFP brought from General membership meeting for further action. Emmendorfer stated that any action taken here will be brought back to the General Membership for final approval.

**Action Taken:** Motion made by Gehringer, support by Thorsby to begin a search for a future law firm using the personnel committee.

### **Roll Call Vote:**

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Courts	Aye
Mapes	Aye

**All Ayes, Motion Passes**

### **8. OTHER BUSINESS**

None

### **9. DIRECTORS REPORT**

Nothing additional to add to report.

**Tremaine**

### **10. COMMITTEE REPORTS**

None

### **11. ATTORNEY REPORT**

Nothing additional to add to report.

**Atty. Lattie**

### **12. PUBLIC COMMENTS**

Chief Fairchild requested that the Executive Board take into consideration a plan to cover the cost of the channel selection reprogramming for the radios, during the upcoming Budget committee meeting.

### **13. ADJOURNMENT**

**Meeting adjourned by Chairman Emmendorfer at 4:27 p.m.**

**NEXT BOARD MEETING:  
Tuesday, April 9, 2019**