

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
General Membership Meeting
March 12, 2019
Genesee County 9-1-1
2:00 p.m.
MINUTES

1. CALL MEETING TO ORDER

Meeting called to order at 2:05 p.m. by Chairman Emmendorfer.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Patrick Major, Atlas Township; Chris Gehringer, Clayton Township; Timothy Elkins, Davison Township; Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Mary Ann Price, Forest Township; Paul Fortino, Gaines Township; Mark Emmendorfer, Montrose Township; Larry Green, Mt. Morris Township; Keith Pyles, Richfield Township; Kerry Paulson, Vienna Township; Dennis O'Keefe, Burton City; Andrea Schroeder, Davison City; Brad Barrett, Flushing City; Wendy Jean-Buhrer, Grand Blanc City; Ellen Ellenburg, Genesee County; Todd Mapes, Michigan State Police; Robert Pickell, Sheriff

Members Absent: Brian Saad, Argentine Township; Bonnie Mathis, Fenton Township; Steve Fuhr, Genesee Township; Scott Bennett, Grand Blanc Township; Joe Oskey, Mundy Township; Gary Stevens, Thetford Township; Doug Vance, Clio City; Stephen Branch, Flint City; Scott Sutter, Linden City; Thomas Bigelow, Montrose City; Vikki Fishell, Mt. Morris City; Adam Zettel, Swartz Creek City; Sam Stiff, Gaines Village; Sheri Wilkerson, Goodrich Village; John Ray, Otisville Village, Kim Courts, Genesee County

Others Present: Brian Fairchild, Lyndon Lattie, Kevin Salter, Pam Hill, Spring Tremaine, Valerie Moore-Recorder.

4. AGENDA APPROVAL

**Chairman
Emmendorfer**

Tremaine presented an amended agenda with correction to numbering only, no changes to verbiage.

Action Taken: Motion by Thorsby, support by Ellenburg to adopt amended agenda as presented by Tremaine with corrected numbering.

All Ayes, Motion Passes

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

6. APPROVAL OF MINUTES

- **December 2018**

Action Taken: Motion made by Gehringer, support by Ellenburg to approve December meeting Minutes.

All Ayes, Motion Passes

7. OLD BUSINESS

A. Advisory Board Report

Chief Volz

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

Tremaine stated that the Tower Remediation was completed successfully. Some cleanup is being done, but nothing that will be affecting anyone.

She stated that radio installs are going well, last two agencies to be completed are City of Flint and the Sheriff's department. Motorola just notified Tremaine that due to delays throughout the process, the new deadline to complete all installs and be ready for encryption will be June.

C. Fenton Surcharge Resolution

Tremaine

Fenton has been made whole for surcharge fees collected by the County from last year second quarter going forward. All surcharge fees will now be paid directly to Fenton going forward.

Tremaine requested that the board decide on the future billing of Fenton for the Radio backbone fees for service in 2019. Previously the surcharge being collected covered the cost

of radio fees. All Agencies that are non-consortium members are billed this Radio backbone fee annually of \$105.00 per radio, Fenton is the only one that has not been billed in the past.

Action Taken: Motion by Green, second by Gehringer to approve billing the City of Fenton annually for radio fees at \$105.00 per radio for a total of \$6,720.00 effective in 2019.

All Ayes, Motion Passes

8. NEW BUSINESS

A. Genesee County 911 Audit

Pam Hill

Annual audit results presented by Pam Hill from Plante Moran, audit documents and reports were provided to all members for their review.

Results of Audit will be turned in to the State by Wednesday March 13, 2019, well ahead of the deadline.

B. Legal Services RFP

**Chairman
Emmendorfer**

Attorney Lattie indicated his desire to retire and end his professional service contract with the Consortium as of September 30, 2019. Lattie has presented a Legal Services RFP and is requesting that the membership board begin their search in the next few months for a successor to take over his professional service contract.

Emmendorfer stated he would recommend that the members utilize the Personnel Contract committee in searching out and bringing forward suggested firms for the Board to review and consider as a replacement to represent the consortium.

Barrett stated that a final decision could be held off until the September meeting, since his contract is not ending until that time.

Ellen Ellenburg left the meeting at 2:50 p.m. Kim Courts arrived.

Discussion continued among members regarding the process and timing of beginning a search for new firms, extending Lattie's contract beyond September, and the intentions of the Board moving forward before the next meeting in September.

Action Taken: Motion made by Fortino, support by Green to accept the request that Attorney Lyndon Lattie retire from his service effective September 30, 2109 and begin the process of finding a replacement firm. With the agreement to continue to employ Lattie allowing him to finish any work he has begun and is incomplete or as Director Tremaine feels necessary for him to complete, beyond the end of his contract date on a per diem basis. Which may also include an additional period of time to be extended as deemed necessary.

Roll Call Vote:

Major	Aye
Gehringer	Aye
Elkins	Aye
Miller	Aye
Thorsby	Aye
Price	Aye
Fortino	Aye
Emmendorfer	Aye

Green	Aye
Pyles	Aye
Paulson	Aye
O'Keefe	Aye
Schroeder	Aye
Barrett	Aye
Jean-Buhrer	Aye
Ellenburg	-

Required Quorum was not present for vote.

Clarification made by Miller that the consortium may not choose a firm that is currently representing any of the members Municipalities.
Barrett also made a clarification that any firm or specific lawyer cannot be selected if they are currently acting as regular corporate council to any of the municipalities.

Action Taken: Motion made by Barrett, second by Gehringer to appoint the personnel committee as the representative through the process of searching and selecting recommended firms to bring back to the Membership for replacement of professional services.

Required Quorum was not present to vote.

9. OTHER BUSINESS

None

10. PUBLIC COMMENTS

None

11. ADJOURNMENT

Meeting Adjourned by Chairman Emmendorfer at 3:12 p.m.

**NEXT BOARD MEETING:
Tuesday, June 11, 2019**