

# GENESEE COUNTY COMMUNICATIONS CONSORTIUM

## Executive Board Meeting

April 9, 2019

Genesee County 9-1-1

2:00 p.m.

### MINUTES

#### 1. CALL MEETING TO ORDER

Meeting called to order at 2:00 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; Steve Fuhr, Genesee Township; Mark Emmendorfer, Montrose Township; Brad Barrett, Flushing City; Sam Stiff, Gaines Village; Kim Courts, Genesee County; Todd Mapes, Michigan State Police

**Members Absent:** Wendy Jean-Buhrer, Grand Blanc City; Ellen Ellenburg, Genesee County; Robert Pickell, Sheriff

**Others Present:** Ron Wiles, Brian Fairchild, Lyndon Lattie, Kerry Paulson, Ryan Volz, Thomas Stadler, Kevin Salter, Spring Tremaine, and Valerie Moore - recorder

#### 4. APPROVAL OF AGENDA, MINUTES & ACCOUNTS

**Chairman  
Emmendorfer**

- **Current Agenda – April**
- **March 12, 2019 Executive Board Meeting Minutes**
- **Accounts – March 2019**
- **Treasurers Report – March 2019**
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**Action Taken:** Motion by Thorsby, support by Gehringer to approve current Agenda, March Minutes, March Accounts and Treasurers Report.

#### **Roll Call Vote:**

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Emmendorfer	Aye
Barrett	Aye
Stiff	Aye
Courts	Aye
Mapes	Aye

**All Ayes, Motion Passes**

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

**6. OLD BUSINESS**

**A. Advisory Board Report**

**Chief Volz**

Fairchild reporting for Chief Volz that pagers are all set with the latest firmware, no major issues to continue reporting on. This item will be removed from the Advisory Board agenda moving forward.

Fairchild stated that the Advisory board has had lengthy discussions on the channel selection reprogramming and at this time all Department Chiefs agree that this is necessary for Officers safety. The Advisory board feels there are three options for the Executive Board to consider regarding the channel selection feature; 1) each department would pay to reprogram their own radios; 2) the 9-1-1 Center pays for all departments to be done; or 3) they push the cost back on Pro-Comm and Motorola to have them cover the reprogramming.

A copy of the notes from the planning meeting between Pro-Comm and several of the Agency representatives was obtained by Fairchild to review. Fairchild has further inquired into how much detail was provided regarding the programming of this specific feature during that planning meeting

Members are inquiring into how clear the explanations were during the planning meetings with Pro Comm. They would like to come to a better understanding of how the programming for this specific feature changed from the way the Agency's had expected based on the old programming.

Fairchild stated he and Jones checked with Fenton City on this channel selection feature, and this is working the same as the old radios on their recently purchased radios from Motorola which were installed and programmed by ProComm within the last year.

Gehringer stated that he feels this is an Officer safety issue and the Board should decide at this time allowing Agencies to take action now and not wait for a final decision to be made while continuing to work out a solution with Pro Comm.

**Action Taken:** Motion by Gehringer, support by Fortino to pay for the initial channel select programming feature update on all radios and then seek restitution from ProComm.

Lattie stated that the payment would be made under protest, thus reserving the issue to be resolved with Pro Comm.

Barrett requested to clarify that the final cost being paid will be based on the agreement of \$15.00 per radio. Question on how many portable and mobiles will require the reprogramming to estimate additional cost.

**Roll Call Vote:**

Gehringer	Aye
Miller	Nay

Thorsby	Aye
Fortino	Aye
Fuhr	Nay
Emmendorfer	Nay
Barrett	Nay
Stiff	Aye
Courts	Nay
Mapes	Nay

**4 Ayes, 6 Nays, Motion Fails**

Emmendorfer will reach out to Pro Comm to discuss solutions to consider. If the Agencies are looking to have the channel selection programming done on their own, the Executive Board would be able to give written authorization upon request. Any reprogramming to be done will need to be done after all installs have been completed for the county.

Tremaine gave an update on Sirens as a result of inquiries made after test that was conducted on April 6, 2019. Contacts were provided for Siren maintenance and Genesee County Emergency Management.

**B. 800 MHz Radios Installation**

**Tremaine**

**1. Radio Programming**

Programming update covered by Fairchild during Advisory report. Tremaine stated that old radio inventory collection will begin the week of April 15, 2019. Schedules and communications have been sent out by Jones.

**C. Legal Services Search**

**Chairman  
Emmendorfer**

Emmendorfer reported that Atty Lattie has agreed to stay on beyond the September 2019 date as required to allow time for a proper search for Legal Service replacement. The Boards intent will be to continue the search for another firm, without the rush of selecting someone on a deadline between now and the next General Membership meeting in June.

**7. NEW BUSINESS**

**A. Budget Amendments**

**Tremaine/ Moore**

**1. Wages and Radio Contingency**

Tremaine presented the FY19 Amended budget reflecting the required changes as a result of the approval of the salary and wage increases in the Dispatchers contract.

**Action Taken:** Motion made by Barrett, support by Courts to approve the presented budget amendments for FY19.

**Roll Call Vote:**

Gehringer	Aye
Miller	Aye
Thorsby	Aye

Fortino	Aye
Fuhr	Aye
Emmendorfer	Aye
Barrett	Aye
Stiff	Aye
Courts	Aye
Mapes	Aye

**All Ayes, Motion Passes**

**B. Technology Fund**

**Tremaine**

Tremaine requested that the board approve establishing a Technology Fund for future use by the consortium for consortium member benefit. Plans for a Technology Committee will be able to help determine future technology needs, requirements and funds to be committed going forward once this fund has been established.

Barrett would like to make it clear that his intent would be to have funds designated/committed to have available for the replacement of technology that had previously been purchased by the center. Tremaine stated that the intent of the fund would be for the replacement of technology throughout the county, or within the 911 center.

**Action Taken:** Motion made by Miller, support by Fuhr to establish a technology fund at Chase Bank.

**All Ayes, Motion Passed**

**C. Committed Funds for Capital & Technology**

**Tremaine**

Tremaine requesting to have specific uncommitted funds be designated and committed for the Capital Project fund and the Technology Fund.

**Action Taken:** Motion made by Barrett, support by Miller to commit the amount of \$1,050,822.03 to the Technology Fund.

**Roll Call Vote:**

Gehring	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Emmendorfer	Aye
Barrett	Aye
Stiff	Aye
Courts	Aye
Mapes	Aye

**All Ayes, Motion Passes**

**Action Taken:** Motion made by Barrett, support by Miller to commit the amount of \$2,083,471.26 to the existing balance of \$602,213.84, for a total of \$2,685,685.10 in the Capital Project fund.

**Roll Call Vote:**

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Fuhr	Aye
Emmendorfer	Aye
Barrett	Aye
Stiff	Aye
Courts	Aye
Mapes	Aye

**All Ayes, Motion Passes**

**D. Technology Committee**

**Chairman  
Emmendorfer**

**Action Taken:** Motion made by Miller, support by Fuhr to establish a Technology Committee.

**All Ayes, Motion Passes.**

Thorsby, Fuhr and Mapes volunteered to be on the Technology Committee along with Tremaine and Emmendorfer.

**E. Invoices over \$5000**

**Tremaine**

Tremaine presented invoice paid during March for MMRMA in the amount of \$35,684 which had previously been approved for payment.

**F. Billing and Administrative Fee**

**Tremaine**

Tremaine presented a sample bill reflecting the addition of an administrative fee to cover bandwidth management and invoicing that takes place over the year to help save agencies money.

Tremaine is requesting approval for the invoicing and administrative fees on the invoices scheduled to go out to agencies in April.

**Action taken:** Motion made by Barrett to approve the invoicing fee.

**No support**

**Action Taken:** Motion made by Thorsby to approve the invoicing and administrative fee as presented.

**No support**

**Action Taken:** Motion made by Barrett, support by Gehringer to postpone discussion and put this item on next months meeting.

**8 Ayes, 1 Nay, Motion Passes**

**G. Administrative Supervisor**

**Tremaine**

Tremaine presented a new job description to be posted and filled internally at the center for an Administrative Supervisor. Discussion continued to clarify job duties as presented compared to the current Supervisor job duties.

**Action Taken:** Motion made by Miller, support by Thorsby to approve the Administrative Supervisor Job Description. Clarification made; this motion also includes the Job posting.

**All Ayes, Motion Passes**

**8. OTHER BUSINESS**

**A.**

**9. DIRECTORS REPORT**

**Tremaine**

Nothing additional to add.

**10. COMMITTEE REPORTS**

**A. CAD Committee**

**Tremaine**

**1. Spillman Flex – April 25, 2019**

Tremaine mentioned the first CAD discovery meeting is scheduled with Spillman Flex Solutions for April 25, 2019.

**11. ATTORNEY REPORT**

**Atty. Lattie**

Nothing additional to add.

**12. PUBLIC COMMENTS**

**13. ADJOURNMENT**

Meeting adjourned at 3:41 p.m.

**NEXT BOARD MEETING:  
Tuesday, May 14, 2019**