

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
Executive Board Meeting
August 13, 2019
Genesee County 9-1-1
2:00 p.m.

MINUTES

1. CALL MEETING TO ORDER

Meeting called to order at 2:00 pm by Chairman Emmendorfer.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Mark Emmendorfer, Montrose Township; Chris Gehringer, Clayton Township; Ellen Ellenburg, Genesee County; Kim Courts, Genesee County; Fred Thorsby, Flushing Township; Paul Fortino, Gaines Township; Sam Stiff, Village of Gaines; Brad Barrett, Flushing City; Wendy Jean-Buhrer, City of Grand Blanc; Karyn Miller, Flint Township; Robert Pickell, Sheriff.

Members Absent: Steve Fuhr, Genesee Township; Charles Barker, Michigan State Police.

Others Present: Kerry Paulson, Ryan Volz, Rod Evans, Lyndon Lattie, Tim Jones, Ron Wiles, Tony Craig, Jerry Harris, Rick Freeman, Tim Elkins, Thomas Stadler, Spring Tremaine, Valerie Moore – recorder

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

- **Current Agenda – August**
- **July 9, 2019 Executive Board Meeting Minutes**
- **Accounts – July 2019**
- **Treasurers Report – July 2019**

Action Taken: Motion by Gehringer, support by Thorsby to approve the current agenda, July meeting minutes, July accounts & Treasurers report as presented.

Roll Call Vote:

Gehringer	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Stiff	Aye
Courts	Aye

Ellenburg Aye
Pickell Aye
All Ayes, Motion Passed

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Service Award Presentation

Tremaine / Jones

Employee Service Award was not presented as planned, employee Carol Jensen was not able to attend this meeting.

6. OLD BUSINESS

A. Advisory Board Report

Chief Volz

Volz presented the recommended action that was voted on by the Advisory board during the July 23, 2019 meeting. Advisory Board is requesting that the Executive Board make a decision on a plan to replace MDC's for the agencies. The urgency of this request is due to warranties expiring in January of 2020 for a large number of MDC's in service. Advisory Board is requesting approval of plan A, which would require the Consortium to purchase new MDC's for the cars when they quit, replacing one for one as needed. If plan A is not approved, Advisory Board is requesting a detailed plan B to be presented.

Future MDC Purchase

Tremaine presented details on the first group of MDCs' that will hit the end of the warranty in January 2020. We could estimate that approximately 20% of these units may go out within the first year of the warranty end date. Thorsby suggested that the agencies plan on repairing what is broken on the MDC whenever possible instead of just throwing the whole unit away and buying a new one.

Tremaine reported there are a total of 344 MDC's in service, an estimated, minimum cost of \$871,008 would be needed to replace all 344 MDC at 100% cost for GC911. This is based on the replacement cost of \$2,532 for the laptop only, not including mounting hardware, docks, antenna etc.

A consideration of splitting the cost at 60/40 with agencies would help from a budgeting standpoint and will ensure ownership is still maintained by 911 for IT management purposes. Having 911 maintain 'ownership' is important with any MDC purchase considering the need for 911 IT to easily provide updates, software installs, warranty work, repairs, etc.

Tremaine indicated there are approximately 260 MDC's with the warranty ending in January 2020. The total replacement of these 260 units, at a 60/40 split, would be approximately \$400,000 cost to GC911.

Ellenburg suggested that Tremaine and the Board consider looking into a fleet or replacement type plan for the laptops. Tremaine stated that she doesn't believe Dell offers these plans but will check.

Discussion continued regarding purchasing, budgeting and responsibility of cost to replace MDC's. Emmendorfer asked for a recommendation from the Board regarding the next steps in making a final decision on this topic.

Action Taken: Motion made by Barrett, support by Gehringer to move the topic to the budget committee meeting on August 27, 2019 and bring it back next for discussion and possible action during the membership meeting in September.

Roll Call Vote:

Gehringer	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Stiff	Aye
Courts	Aye
Ellenburg	Aye
Pickell	Aye

All Ayes, Motion Passed

Tremaine provided an update that City of Flint just made the decision to handle everything related to their 30 new MDC's that were purchased with their grant. They still have 11 that will be maintained by 911, however 911 will not handle anything on the new MDC's.

Discussion came up regarding a notice of new system updates that are required for Windows 7 to continue to be able to run LEIN. Some agencies reported they have received a notice stating, after January 2020 there will be no updates made available by Microsoft to maintain compatibility with the LEIN requirements.

Tremaine stated that Shook is working on the required updates through Microsoft and will make updates to the laptops as soon as everything is available. If any new MDC's are purchased the Windows 7 updates will not be needed for those units.

Karyn Miller arrived at the meeting.

B. Radio Reprogramming Update

Tremaine

Jones gave an update that 3 agencies still need to turn in their required templating before tomorrow at noon, when he meets with Gray Page and Dan Robinson from the State to finalize reprogramming with the new template updates.

Updated templates from Genesee County Sheriff Department, Gaines Township and Linden Fire are still due before noon on Wednesday, August 14, 2019 or they will end up with the original template being loaded.

Fortino asked if GC911 had the ability to listen to Shiawassee County in the event there are concerns to relay across the county lines (i.e., severe weather, traffic alerts.) Tremaine and Jones confirmed that GC911 does have the ability to listen, however GC911 does not monitor Shiawassee county radio or weather unless there is a specific reason or request to do so.

Tremaine stated that the severe weather notifications come directly from the National Weather Service. GC911 follows procedures to notify/alert the surrounding areas once the alert is issued for Genesee County.

C. Legal Services Contract

Tremaine

Tremaine requested confirmation and direction on sending out the Legal Service RFP. No concerns or issues were brought to her attention since the draft was presented in July. A letter from Atty Lattie has been sent to General Membership to notify the Members of his intent to extend his services until March 31, 2020.

Action Taken: Motion made by Thorsby, support by Gehringer to proceed and give approval for Tremaine to publishing the RFP for Legal Services.

Roll Call Vote:

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Stiff	Aye
Courts	Aye
Ellenburg	Aye
Pickell	Aye

All Ayes, Motion Passed

Action Taken: Motion by Fortino, support by Barrett to extend the Attorney's contract until March 31, 2020 when it can be brought before the General Membership.

All Ayes, Motion Passes

7. NEW BUSINESS

A. MTA Radio Backbone Fees

Benning

Benning presented a request to consider the additional cost of \$5,000 for tower maintenance that is being invoiced to MTA. The \$5,000 is in addition to the standard backbone fee that is charged by Genesee County 911 annually.

Atty Lattie will research to provide historical documentation or clarification on the agreement of the Tower maintenance fee that has been charged to MTA in years past.

Benning also requested that the Board consider allowing them to join the consortium. Benning stated that since they have 51% usage of the Backbone and are charged 51% of the usage fees, they feel that they should have representation on the Board.

Emmendorfer asked if they would be willing to pay into the cost of GC911 operations if it was ever needed, as current Consortium members would have to do. Benning stated they would pay their 51% of radio usage fees, but no more than their share for additional consortium costs if they did become members of the 911 Consortium.

Atty Lattie will provide a report to the Board at the next meeting, including details on how or if MTA could become consortium members before any further action is taken on Benning's request.

Action Taken: Motion made by Barrett, support by Jean-Buhrer to postpone and request legal counsel to provide an opinion on the topic.

All Ayes, Motion Passes.

B. Staffing Study Presentation

Tremaine

Tremaine presented the Staffing Study that was completed by Kerry Laycock.

C. Retro Foam & Goyette Quotes

Tremaine/Jones

Tremaine presented quotes from Retro Foam and Goyette for work to be done at the MSP District Building to add better insulation into the remodeled office space. Request for this work came through the State of Michigan, the current lease holder for the building space.

Building and grounds committee approved the Retro Foam and Goyette work after review with Jones. Members of the Committee agree with the necessity to improve the insulation in this office space as well as improve the operation & cost of running the HVAC unit in that space.

Action Taken: Motion made by Barrett, support by Gehringer to approve the Retro Foam for \$6,727 as long as we submit for a rebate from Consumers Energy. Gehringer amends the motion with his support to include installation of a drop ceiling with proper tiles and/or sheetrock for fire resistance in the area where the foam insulation is applied.

Roll Call Vote:

Gehringer	Aye
Miller	Aye
Thorsby	Aye
Fortino	Aye
Emmendorfer	Aye
Barrett	Aye
Jean-Buhrer	Aye
Stiff	Aye
Courts	Aye
Ellenburg	Aye
Pickell	Aye

All Ayes, Motion Passed

Discussion continued among members on the necessity of the work being quoted by Goyette. Installation of a new thermostat in this same office space being insulated. Members discussed options available to have the HVAC unit tested once Retro-Foam has completed the work. In order to determine if the new thermostats will be required as quoted by Goyette, Gehringer suggested that Jones request that Consumers

Energy come out to perform a 'load calculation' on the HVAC system. This test will help identify the minimum/maximum system requirements for best performance of the HVAC unit in that space.

Atty Lattie supports Tremaine and Jones moving forward with the requested repairs to the lease space and suggested they continue to provide updates to the State to show the work that is being completed.

8. OTHER BUSINESS

A.

9. DIRECTORS REPORT

Tremaine

Nothing to add.

10. COMMITTEE REPORTS

A. CAD Committee

Tremaine

1. Central Square Demo – August 21, 2019 @ 8:30 am – 4 pm

2. Budget Committee Meeting – August 27, 2019 at 1 pm – 911

Conference

11. ATTORNEY REPORT

Atty. Lattie

Nothing to add.

12. PUBLIC COMMENTS

13. ADJOURNMENT

Meeting adjourned at 3:45 pm by Chairman Emmendorfer.

Next Meeting:

Membership and Executive Boards

September 10, 2019 @ 2 pm