

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM
Executive Board Meeting
Genesee County 9-1-1
September 14, 2021
2:30 pm or immediately following General Membership**

MINUTES

1. CALL MEETING TO ORDER

Meeting called to order by Chairman Mark Emmendorfer at 4:35 pm.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Karyn Miller, Flint Township; Fred Thorsby, Flushing Township; Paul Fortino, Gaines Township; Scott Bennett, Grand Blanc Township; Mark Emmendorfer, Montrose Township; Vicki Corlew, Mt. Morris City; Sam Stiff, Gaines Village; Meredith Davis, Genesee County; Ellen Ellenburg, Genesee County; Yvonne Brantley, MSP

Members Absent: Thomas Spillane, Clayton Township; Clyde Edwards, Flint City; Dave Stamm, GC Sheriff

Others Present: Richard Cronkright, James Young, Ryan Volz, Chad Young, Tonya Ketzler, Joe Karlichek, Ellen Glass, Anthony Chubb, Tim Jones, Valerie Moore – recorder

4. APPROVAL OF AGENDA, MINUTES & ACCOUNTS Chairman
Emmendorfer

- **Current Agenda – September 2021**
- **Executive Board Meeting Minutes – August 2021**
- **Special Meeting Minutes – August 30, 2021**
- **Accounts /Transaction List – August 2021**
- **Treasurers Report – August 2021**

Action Taken: Motion by Brantley, support by Bennett to approve the current agenda, August 10, 2021 meeting minutes, August 30, 2021 special meeting minutes, August accounts, transaction list and Treasurers report as presented.

Miller stated she wanted to apologize to everyone. During the Special meeting, I was out of state, and had tried to join remotely, which I am able to do under the OMA allowances, however due to the phone connection, I was not clearly hearing the entire discussion or the motions being made. I would have voted differently if I had heard the motions more clearly during that meeting. So today I am voting 'no' on the minutes because that is not the way I meant to vote on all of the items from that Special meeting.

Roll Call Vote:

Miller	No
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

9 Ayes, 1 No, Motion Passes

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Chad Young, Mundy Township Manager – During their board meeting last night, the community had questions on the special meeting, and they were not able to answer them. As a General Member, they had no knowledge of that special Executive Board meeting occurring, and they would request that additional notices be given to all General Members in the future for any special meetings.

Emmendorfer stated that under the circumstances, we had lost our Director in that meeting, as she had been instructed to stay home. I apologize that this was overlooked, setting the meeting up and getting the notice out were all done on last minute notice.

Ellenburg asked if Emmendorfer could explain what the investigation is about that is being referenced.

Emmendorfer stated there were some accusations made about the, then Executive Director, and all of a sudden, it's coming to my attention that there are some major problems in 911. Initially the investigation started out, focused on the old Executive Director, because of the way things were developing, and following discussion with other Executive Board members, my recommendation was to investigate and get answers. We can learn how things got to this point, what happened, why did it continue to happen within the center. From this we can learn and hopefully make sure it doesn't happen again and move forward from there.

Ellenburg asked to clarify that is not anything financial or anything like that?

Emmendorfer confirmed that it's nothing like that.

Miller said, I just want to say, considering all the time Emmendorfer spends on 911 business, in and out of the center at meetings with Tim or Spring, all the committee meetings as the Chair if you don't see or hear anything to know something was going on in the center, as your around much, we can't expect anyone else on the Board to know either. Since Lloyd Fayling's been gone, you have stepped up and done an excellent job keeping everything going for the Consortium. Thank you for all your hard work, it doesn't go unnoticed.

Bennett stated he thinks an annual evaluation should be put in place so we can better document the job being done by the Director. It's only fair to any Director in that position to know where they stand with the Board.

Emmendorfer agreed with Bennett, it's only fair to those in that position. We should also have a form to be completed by the employee to turn in, at least to the Chair, if not the Executive Board also so we can see why that person is leaving. Perhaps if that was in place before, and employees had a chance to say something, we wouldn't be in this position.

Brantley stated she agrees with this, there needs to be some sort of system in place so if there is ever a concern or issue with the Director, the staff has a place to go to make a complaint or report without fear.

Miller stated she feels this should be something spelled out in the Policy and Procedure manual if an issue involves the Director, which would need to be handled different from what is for other staff members. We can look at this down the road, we can't make a decision today.

6. OLD BUSINESS

A. Advisory Board Report

Chief Volz

Covered in General Membership Meeting:

Chief Volz reported that following the county wide siren test on September 4, 2021 if anyone is having issue with their sirens, please contact the proper authorities.

The Fire Chiefs Tyler Project Manager Mike Vogt has stepped down from the position and Dan Stevens from Gaines Township has taken over. Dan Stevens has been part of the Tyler project from the beginning and will keep everything moving forward.

Tyler Project Manager, Pat Lapointe has scheduled a make-up class for those who did not attend the first Tyler RMS training. The make-up class is scheduled the week of October 12, 2021, which is before the second RMS class, starting October 19, 2021.

There are still seven outstanding RMS contracts due from agencies. These are pending Council or Board approval to finalize before being returned to 911. There is only one Agency that is not participating in the Tyler upgrade.

Volz reported the results of the study that Tim Jones had done regarding the MDC usage, or lack of use by several agencies.

Miller asked to clarify how the usage is considered for the Fire Departments.

Tim Jones noted that usage has been reviewed and will be discussed specifically with Department heads to resolve issues. Jones noted that some of the issues identified are based on connectivity issues, out of service vehicles or the basic lack of use.

7. NEW BUSINESS

Covered in General Membership Meeting:

Shawna Farrell with Taylor & Morgan presented the General Fund, Technology Fund and Capital Project Fund proposed budgets for the Fiscal Year 2021-2022. The Budget Committee has reviewed this draft, minus a small adjustment made during the committee meeting for Insurance premium and the Professional Services for the upcoming year.

Shawna reported standard operating cost are expected to remain consistent for the upcoming year, a few of the notable increases are under Personnel Cost, and Health Care which are based on the new union contract wage increases, as well as an insurance premium increase.

General Fund is proposed to have an ending Fund Balance of \$5,785,480.

Technology Fund and Capital Project Funds were covered for Fiscal Year 2021-2022. The Technology Fund is expected to have a transfer from General Fund at the end of the year in the amount of \$412,368, and expenditures in the amount of \$1,623,008. This includes the remaining cost to purchase MDC's as well as the remainder of the Tyler Technologies CAD project. The projected ending fund balance for the Technology Fund is \$1,920,362.

The Capital Project fund is expected to have a transfer from General Fund at the end of Fiscal Year 2022 in the amount of \$400,000, with no planned expenditures during FY2022. The projected ending fund balance for Capital Project fund is \$4,700,477.

Miller asked if the entire CAD project was already completed and paid for in full. Tim Jones stated the project is still underway and projected to be complete by Fall of 2022. The funds have been earmarked and payments are being made as the milestones/phases are completed.

Action Taken: *Motion by Bennett, support by Ketzler to approve the FY2021-2022 budgets as presented.*

Roll Call Vote:

<i>Kautman-Jones</i>	<i>Aye</i>
<i>Spillane</i>	<i>Aye</i>
<i>Slezak</i>	<i>Aye</i>
<i>Miller</i>	<i>Aye</i>
<i>Thorsby</i>	<i>Aye</i>
<i>Price</i>	<i>Aye</i>
<i>Fortino</i>	<i>Aye</i>
<i>Eashoo</i>	<i>Aye</i>
<i>Bennett</i>	<i>Aye</i>
<i>Emmendorfer</i>	<i>Aye</i>
<i>Ketzler</i>	<i>Aye</i>
<i>Belill</i>	<i>Aye</i>
<i>Fenner</i>	<i>Aye</i>
<i>Vance</i>	<i>Aye</i>
<i>Schroeder</i>	<i>Aye</i>

Karlichek	Aye
Jean-Buhrer	Aye
Glass	Aye
Corlew	Aye
Zettel	Aye
Stiff	Aye
Wilkerson	Aye
Ray	Aye
Davis	Aye

All Ayes, Motion Passes

Transfer of Funds requested for year end, as budgeted and approved in FY2021 Budget.

Action Taken: Motion by Miller, support by Brantley to approve the transfer of funds from General Fund, to Technology Fund and Capital Project Fund in the amounts of \$400,000 to Capital Project Fund and the amount of \$391,372 to the Technology Fund.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

B. Labor Contract – Dispatchers

Attorney Chubb

Covered during General Membership Meeting:

Attorney Chubb provided a summary of the changes that were part of the new union contract. The consideration for wages was a large part of negotiations and the agreed to contract is going to be for five years which lines up with our 5-year surcharge renewal. The wage scale was agreed upon for employees to better align by seniority, the result was percentage increases for employees between 1 and 4 years, will be 3%, 2%, 2%, 2% and 2%, the employees with 5 to 20 or more years will receive an increase of 3%, 2%, 2%, 1 ½ % and 1 ½ % over the five years of the contract. The contract does include a reopener clause at years 4 and 5, in the event there is recession in the economy, we will have the opportunity to review and adjust these wage increases going into the fourth and fifth year of the contract if necessary.

Another few other changes that benefit the employees include, specifics related to hire date and Seniority date, an additional 15 minute break time for a 12 hour shift, one additional paid Holiday, increases in the amount for the Insurance Opt-out payment, as well as an increase to the Longevity payments.

Emmendorfer noted that the new longevity payments are meant to truly reward those who stay longer by giving those with the most time a more significant longevity amount compared to those with less seniority.

Action Taken: Motion by Miller, support by Bennett to approve the Dispatcher's POLC CBA effective October 1, 2021 and expiring on September 30, 2026 as presented.

Roll Call Vote:

Kautman-Jones Aye
Spillane Aye
Slezak Aye
Miller Aye
Thorsby Aye
Price Aye
Fortino Aye
Eashoo Aye
Bennett Aye
Emmendorfer Aye
Ketzler Aye
Belill Aye
Fenner Aye
Vance Aye
Schroeder Aye
Karlichek Aye
Jean-Buhrer Aye
Glass Aye
Corlew Aye
Zettel Aye
Stiff Aye
Wilkerson Aye
Ray Aye
Davis Aye

All Ayes, Motion Passes

C. Personal Service Contracts (3)

Jones

Jones presented all three of the personal service contracts, for Joe Wambold, Valerie Moore and Scott Shook. The three Personal Service Contracts have been reviewed and approved by the committee. Each of the contracts will be for a two-year period, starting October 1, 2021 and expiring September 30, 2023.

Jones presented the updates to Wambold's contract, which includes a raise of about \$9,100, there was language cleaned up in the workman's comp section, bereavement time was added, this was not included in the previous contracts, one extra holiday, Juneteenth is

being added for a total of 13 holidays, the termination of contract clause was revised and now includes a 60-day notice, and lastly a 30-day severance pay clause was added.

Action Taken: Motion by Thorsby, support by Brantley to approve Joe Wambold's Personal Service Contract as presented.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

Jones presented Moore's contract which will also be for two years, expiring September 30, 2023, the general contract language changes, as noted in Wambold's, were applied to all three of these contracts being presented today.

Changes for Moore's contract include a raise of \$5,160, the same update to workman's comp language, the required 60-day notice for termination of contract, the addition of bereavement time, one additional holiday, and a 30-day severance pay clause.

Action Taken: Motion by Miller, support by Brantley to approve Valerie Moore's Personal Service Contract as presented.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

Jones presented the updates for Shook's contract, which is for two years, expiring September 30, 2023. Updates to Shook's contract include a raise of \$1,900, the same workman's comp language, same bereavement time was added, the additional holiday, 60-day notice language in termination of contract clause and the 30-day severance pay clause.

Action Taken: Motion by Brantley, support by Corlew to approve Scott Shook's Personal Service Contract as presented.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

D. Deputy Director Search

**Chairman
Emmendorfer**

Discussion covered in the General Membership meeting. No further action taken by Executive Board.

E. Lowes Outdoor Service Contract Renewal

Jones

Jones presented the Snow removal contract with Lowe’s Outdoor Service. Compared to prior year there will be a slight increase in the cost of snow plowing, shoveling and salt/chloride application. The price increase is based on cost of fuel, wages and cost of chloride. We’ve been with Lowe’s since fall of 2019, and they’ve done very well and are responsive when we need to call them for services compared to the previous company we had.

Action Taken: Motion by Miller, support by Brantley to approve the Lowes Outdoor Service contract for snow plowing and removal as presented.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

F. Invoice Approval (2)

Jones

Jones presented an invoice for Indigital in the amount of \$33,600 which is a renewal of our telephone service maintenance contract.

Action Taken: Motion by Bennett, support by Brantley to approve payment of Indigital Invoice in the amount of \$33,600.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

Jones presented an invoice from CDW for Net Motion renewal in the amount of \$38,411. Net Motion provides the renewal of the 355 licenses that connect the computers in our Center to the cars in the field.

Action Taken: Motion by Brantley, support by Bennett to approve payment of the Net Motion invoice as presented in the amount of \$38,411.

Roll Call Vote:

Miller	Aye
Thorsby	Aye
Fortino	Aye
Bennett	Aye
Emmendorfer	Aye
Corlew	Aye
Stiff	Aye
Davis	Aye
Ellenburg	Aye
Brantley	Aye

All Ayes, Motion Passed

G. EMS Contracts

Attorney Chubb

Covered during General Membership Meeting:

See General Membership Minutes.

Brantley mentioned that she would like to participate in the EMS Contract Review Committee that Emmendorfer will be putting together.

Jones mentioned per our by-Laws, our Advisory Board is tasked with vetting out any issues related to EMS, police, fire. Bruce Trevithick is on that Board along with five Police Chiefs and five Fire Chiefs. If you wanted to add another few members from the Executive or General Membership they could work together with the Advisory Board.

Our Advisory Board members have been working closely with 911 on this EMS issue since last October, the folks from that EMS sub-committee should certainly be brought into the next committee group since they've already been involved.

8. OTHER BUSINESS

9. DIRECTORS REPORT

Jones

10. COMMITTEE REPORTS

11. ATTORNEY REPORT

Attorney Chubb

12. PUBLIC COMMENTS

13. ADJOURNMENT

Meeting Adjourned by Chairman Emmendorfer at 5:08 pm.

Next Meeting:

Executive Board Meeting

October 12, 2021 @ 2:00 pm