

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
General Membership Meeting
Genesee County 9-1-1
September 13, 2022
2:00 pm

Location: Grand Blanc Township P.D, 5405 Saginaw Rd, Flint MI 48507

MINUTES

1. CALL MEETING TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Jim Slezak, Davison Township; Vince Lorraine, Fenton Township; Mary Ann Price, Forest Township; Paul Fortino, Gaines Township; Dan Eashoo, Genesee Township; Scott Bennett, Grand Blanc Township; Mark Emmendorfer, Montrose Township; Joe Madore, Richfield Township; Nancy Belill, Vienna Township; Greg Fenner, Burton City; Doug Vance, Clio City; Andrea Schroeder, Davison City; Joseph Karlichek, Flushing City; Wendy Jean-Buhrer, Grand Blanc City; Ellen Glass, Linden City; Vicki Corlew, Mt. Morris City; Sam Stiff, Gaines Village
Arrived after initial roll call: Shirley Kautman-Jones, Atlas Township; Fred Thorsby, Flushing Township

Members Absent: Brian Saad, Argentine Township; Thomas Spillane, Clayton Township; Karyn Miller, Flint Township; Jolena Sanders-Sims, Mt Morris Township; Tonya Ketzler, Mundy Township; Rachel Stanke, Thetford Township; Clyde Edwards, Flint City; Thomas Bigelow, Montrose City; Adam Zettel, Swartz Creek City; Sheri Wilkerson, Goodrich Village; John Ray, Otisville Village; Meredith Davis, Genesee County

Others Present: Dan Campbell, Matt Bade, Yvonne Brantley, Brian Will, Alex Boros, Scott Sutter, Steve Rynbrandt, Kevin Wilkinson, Jay Blaskowski, Tim Jones, Anthony Chubb, Valerie Moore – recorder

4. AGENDA APPROVAL

**Chairman
Emmendorfer**

Action Taken: Motion by Bennett, support by Schroeder to approve the Agenda as presented.

All Ayes, Motion Passes

5. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

6. APPROVAL OF MINUTES

- **June 14, 2022**

Action Taken: Motion by Glass, support by Bennett to approve the June 14, 2022 General Membership meeting minutes as presented.

All Ayes, Motion Passes

7. OLD BUSINESS

A. Advisory Committee Report

Chief Bade

Chief Bade reported the majority of the meeting on August 23 focused on the Tyler project and current issues being addressed, including ticket printers, EMS connectivity and mapping issues. There was discussion about the timing of the Tyler contract if an Agency was going with Tyler for their RMS and the timing they would need to coordinate exits from their current system and providers.

Bade referred to Director Jones if anyone had further questions specific to the Tyler project.

Shirley Kautman Jones arrived to meeting at 2:07 pm.

8. NEW BUSINESS

A. FY 2021-2022 Budget Amendment

Jones

Jones presented 2022 Budget Amendment for review. A few overall reduced expenses in 2022 are due to delays on projects, which will be moved out to 2023 Budget for completion. Estimated Grant revenue for the Mevo phone is pushed out to 2023 as well due to backorder of products on order. Budget amendment includes increase of previous Transfer out amounts to Capital Project Funds and Technology Funds.

Action Taken: Motion by Bennett, support by Glass to accept the 2022 Budget amendments as presented.

Roll Call Vote:

Kautman-Jones	Aye
Slezak	Aye
Lorraine	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	Aye
Emmendorfer	Aye
Madore	Aye
Belill	Aye
Fenner	Aye
Vance	Aye
Schroeder	Aye
Karlicheck	Aye
Jean-Buhrer	Aye
Glass	Aye
Corlew	Aye
Stiff	Aye

All Ayes, Motion Passes

B. FY 2022-2023 Budget Approval

Shawna Farrell

Shawna Farrell with Taylor & Morgan CPA's presented the FY 2023 Budget for review. Farrell stated she has worked closely with Valerie Moore on the updates for this year and met with Director Jones and the Budget Committee members to review and discuss the changes in greater detail.

Farrell noted that the largest increase of expense for 2023 will be in Personnel & Employee Insurance Expenses, this includes a large increase in overtime to align with the current year projection, along with a planned increase in Medical Insurance premiums for Employee Benefits next year. A slight increase is planned for equipment maintenance expenses and Tower maintenance bases on known increases year to year. There are also building maintenance projects included in the budget for the upcoming year.

There is a planned transfer-out to the Capital Project Fund in the amount \$93,721 and transfer-out to the Technology Fund in the amount of \$150,000. The General Fund ending Fund balance is expected to be \$7,095,412.

The Technology Fund will receive a transfer from the General Fund in the amount of \$150,000 and projecting expenditures of \$438,572 which includes the remaining cost for the Tyler project. The 2023 ending Technology Fund balance is projected to be \$2,158,596.

The Capital Project fund will receive a transfer from General fund in the amount of \$93,721, there are no expected Capital Project expenditures planned for FY2023. The 2023 ending Capital Project fund balance is expected to be \$4,957,732.

Emmendorfer noted that past discussions for Capital Projects have included possibility of building a new tower as well as a new 911 Center. Our goal is to continue investing towards future plans so that we have the funds available when they are needed.

Action Taken: Motion by Bennett, support by Karlichek to approve the FY2023 Budget as presented.

Roll Call Vote:

Kautman-Jones	Aye
Slezak	Aye
Lorraine	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	Aye
Emmendorfer	Aye
Madore	Aye
Belill	Aye
Fenner	Aye
Vance	Aye
Schroeder	Aye
Karlichek	Aye

Jean-Buhrer Aye
Glass Aye
Corlew Aye
Stiff Aye

All Ayes, Motion Passes

Fred Thorsby arrived to meeting at 2:18 pm.

C. Audit Proposals

Jones

Jones presented the proposals for the Fiscal Audit that were requested by the Board. Jones sent a request for proposal to 4 local companies asking for proposals and quotes on Fiscal Audit and Budgeting services. Lewis and Knopf responded they no longer do government work, and Yeo & Yeo never responded to the request for proposal.

1. Plante & Moran

2. Taylor & Morgan

- Yeo & Yeo / Lewis & Knopf -Did not submit proposals

Members discuss the proposals for Audit work as well as preparing the Budget in terms of cost and history of how it's been done so far. Members noted that changing the auditor now would likely increase hours for any new firm as they will need to become familiar with our normal operations, as well as the additional workload put on 911 staff during that time. Taking cost and other noted factors into consideration, including prior experience with both firms over the last several years members agree to keep the firms in place as they are for the Audit and Budgeting services.

Action Taken: Motion by Thorsby, support by Bennett to accept and continue with Plante Moran as our Auditing Firm and Taylor Morgan as our Finance and Budget advisor.

Roll Call Vote:

Kautman-Jones Aye
Slezak Aye
Lorraine Aye
Thorsby Aye
Price Aye
Fortino Aye
Eashoo Aye
Bennett Aye
Emmendorfer Aye
Madore Aye
Belill No
Fenner Aye
Vance Aye
Schroeder Aye
Karlichek Aye
Jean-Buhrer Aye
Glass Aye
Corlew Aye

Stiff Aye
18 Ayes, 1 No, Motion Passes

D. EMS Resolutions

Attorney Chubb

1. City of Linden Resolution

Chubb noted the City of Linden Resolution and EMS Agreement with Medstar have been provided, everything is in order based on his review.

Action Taken: Motion by Fortino, support by Kautman-Jones to approve the City of Linden EMS Resolution for exclusive EMS coverage with Medstar.

Roll Call Vote:

Kautman-Jones	Aye
Slezak	Aye
Lorraine	Aye
Thorsby	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	No
Emmendorfer	No
Madore	Aye
Belill	No
Fenner	No
Vance	No
Schroeder	Aye
Karlichek	No
Jean-Buhrer	Aye
Glass	Aye
Corlew	No
Stiff	Aye

12 Ayes, 7 No, Motion Passes

2. City of Flint - Indemnity & Hold Harmless

Attorney Chubb noted that the City of Flint has informed us that they would like an exclusive arrangement with STAT EMS. They have been informed of the documentation they need to provide, including a resolution, Indemnity & Hold Harmless, and Certificate of Insurance for the provider. Chubb stated that he received a document from City today, it is not a resolution, but a communication from the Mayor stating he has authority to put this agreement in place for the City, the letter is signed by the City of Flint's Attorney.

Emmendorfer noted that pending documentation still needs to be reviewed and accepted by our Attorney. We still need the Certificate of Insurance from STAT and will need to receive approval of the resolution of the waiver of claims against the Consortium.

Action Taken: Motion by Belill, support by Kautman-Jones to table any decision for the City of Flint EMS agreement until all information necessary has been received.

All Ayes, Motion Passes

E. Tyler/RMS Update

Jones

Jones reported that based on current issues that have come up and timing estimated for completion for those items, the CAD projected go-live date has been postponed. Jones stated he has met with our Advisory Committee, Executive Members, our Attorney as well as Tyler Reps to discuss the options available to us given our current concerns and continued delays in the project. Given the amount of hours required for training in the upcoming weeks for every agency, it was best to put this on hold right now to avoid the additional costs we would all face by having to re-train staff again as we got closer to a new go-live date.

With recent changes, hearing that the City of Flint is pulling out of the Tyler RMS project, there have been several other agencies that have decided they are also pulling out of the Tyler RMS project.

This change brings up a past discussion specific for agencies that were not joining the Tyler RMS project, involving a the Non-Participating RMS charge that would be invoiced for our IT department staff to maintain the additional software on our MDT's, outside of our Tyler CAD software.

F. Non-Participating RMS Charges

Jones

Jones is requesting the Membership Board to review and make a decision regarding the Non-participating agreement, currently only in place with the City of Davison. The agreement is that the Agency will pay the annual service fee of \$240 per MDT, to have our IT staff provide support for software or programs outside of our CAD program.

Members asked why the fee is needed or even being considered at this time. They feel that support should be provided at no additional cost because their surcharge fee's go into one place for this support.

Emmendorfer noted that the Membership Board was all in agreement back in March of 2021 and voted to relieve the agencies on the 60/40 cost split of the MDC purchases, with the understanding that would help offset the cost of the charges. We just paid 100 percent of the purchase cost on the MDC's based on that decision. Everyone back over a year ago agreed to the \$240 cost and you understood exactly where it was coming from. We don't want to have to charge it, but we simply cannot use surcharge money for that service.

Jones noted, the State is very clear on what are allowable expenses for 911 surcharge funds to be used for. One of those specific items that is not allowable is Police RMS and Fire RMS. Under previous Administration when this project started it was all-in-one, now that we are splitting parts of it off by agency, this is where it is causing some confusing in terms of what's included and what is not.

Jones stated this is similar to the connectivity services we provide, which is reimbursed by the Agencies. The participating agencies pay for this service annually, invoices are sent in April to everyone using the service used during the previous year, this is not from the 911 Surcharge funds.

Discussion continued among Members on next steps to consider at this time and moving forward.

Clarification was made that Agencies will be paying an annual maintenance fee to Tyler for the RMS product, and if they stay with their current RMS provider then the Non-participating fee would apply.

Thorsby asked, is it possible to have our own IT staff work on the MDC's to avoid the 911 IT from having to do the extra work?

Jones replied, No, since the MDC's are owned by 911, we have them locked down so no one can add programs or software that is not approved by us.

Thorsby asked if there is a way to charge for service on the MDC's per occurrence only, so no one is paying for a service they don't use.

Jones replied, this is the reason this was brought back to you, I am asking for clear guidance on how to move forward in the situation that we're in now.

Bennett noted, I agree with Thorsby's suggestion, the question is how reasonable or difficult would it be for IT to track time and units they are servicing over a year to know exactly what cost we're looking at. It may be better for an agency to join under Tyler, instead of the additional maintenance along with their old system.

Jean-Buhrer noted that there are elements of income that we have in our Budget, which are not surcharge Income, specifically Lease Income, LEIN/Data Fees and Backbone Fee Income. Could a portion of that income be set aside and applied to cover the payroll expense for IT staff when needed?

Chubb stated that some of those are already segregated and included under Non-Surcharge funds.

Members noted that the non-surcharge funds would potentially cover the salary cost in place of the \$240 being charged to an agency if there are any questions on this.

Emmendorfer noted he feels it is still too early to make a decision on this with so many questions still unknown.

Action Taken: Motion by Glass, support by Lorraine to rescind the charge of \$240 per agency for servicing of the non-participating MDC's.

Roll Call Vote:

Kautman-Jones	Aye
Slezak	Aye
Lorraine	Aye
Thorsby	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	Aye
Emmendorfer	No
Madore	Aye
Belill	No
Fenner	Aye
Vance	Aye

Schroeder Aye
Karlichek Aye
Jean-Buhrer Aye
Glass Aye
Corlew Aye
Stiff Aye

17 Aye, 2 No, Motion Passes

G. Goodrich Tower / Right of First Refusal Attorney Chubb

Attorney Chubb provided some background and history on the Atlas Tower, regards to the history and past opportunity for 911 to purchase this tower. This tower is on Road Commission property and is an essential tower to South-East Genesee County for 911. We have a lease for the land with the Road Commission, and the tower owner, an individual, has a sub-lease with us because the Road Commission would not enter into a lease with the individual owner.

Written in the lease is a term that if the tower owner receives an offer of purchase, we have a right of first refusal. Our sub-lease is a 10-year lease entered into in 2019, with option for 10-year extension.

In the past 3 weeks the owner has received two bids to purchase this tower, and under our contract we have 60 days to review the offers.

Based on what we know about this tower and the liability involved it is not recommended for us to purchase this tower.

Chubb stated at this time our concern is that the new relationship with the subsequent owner will allow for a seamless transition, where we will maintain the free space on the tower and not worry about any issues with the microwaves not functioning. We are just entering this 60-day review period and I need to confirm that with the potential new owner, we will continue to pay the lease to the Road Commission (five-hundred dollars) and collect five-hundred a month sub-lease from the Tower owner, maintaining our free space on the tower. We need to try to ensure it will be maintained well and we can see this through the end of the lease in 2029 without issues or interruptions of our equipment. If we need to schedule an emergency Board meeting to take action, we will schedule that.

Action Taken: Motion by Bennett, support by Madore to table the right of first refusal until further review by the Consortium Attorney.

All Ayes, Motion Passes

H. Labor Contract - Supervisor Attorney Chubb

Attorney Chubb noted that Supervisors labor Contract is expiring on September 30, 2022 and the negotiation so far have included standard updates following what was put into the Dispatchers Contract last year. This request is being brought to the Board and requires your approval, this is regarding the retirement or pension program for the Supervisors. The Supervisors currently have a Defined Contribution retirement plan, in which they contribute 5% and the Consortium contributes 10%.

What was presented for review is a request to switch to a Defined Benefit plan. This plan they outlined has a 2% multiplier, retirement age of 60 with 10 years of vesting, or age 50 with 25 years vested. They have agreed to bring all of their combined 401a funds to start and initially fund the plan, which would be 95.6% funded to start. Under their proposal, the

Consortium would continue to fund 10%, and they would fund all remaining liability to remain at 100% funded.

Chubb noted, along with this proposal, there are two additional items that still remain in negotiations before they reach a final agreement.

Action Taken: Motion by Bennett, support by Karlichek to direct further negotiations and not include potential inclusion of defined benefit plan for retirement.

All Ayes, Motion Passes

Emmendorfer noted in order to approve this contract with the finalized negotiations finalized, we would be waiting until the next membership meeting in December, unless the Board calls for a special meeting.

Emmendorfer briefly outlined a few of the items that have already been negotiated and agreed to at this time.

Action Taken: Motion by Madore, support by Bennett to authorize an allow the Executive Board to wrap up the contract negotiation based on the current TA's won't change, and they stay within the guidelines and not allow the Defined Benefit plan.

Roll Call Vote:

Kautman-Jones	Aye
Slezak	No
Lorraine	Aye
Thorsby	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	Aye
Emmendorfer	Aye
Madore	Aye
Belill	Aye
Fenner	-
Vance	Aye
Schroeder	Aye
Karlichek	Aye
Jean-Buhrer	Aye
Glass	Aye
Corlew	Aye
Stiff	Aye

17 Aye, 1 No, Motion Passes

9. OTHER BUSINESS

None

10. ATTORNEY REPORT

Nothing to add.

Attorney Chubb

11. PUBLIC COMMENTS

Members inquired about submitting resolutions for their Alternate representatives and what is required.

Emmendorfer stated it needs to be an approved resolution from the municipality, the representative cannot be a Police Chief or Fire Chief. The language is included in the By-Laws for reference.

12. ADJOURNMENT

Meeting Adjourned by Chairman Emmendorfer at 3:27 pm.

**Next Meeting:
General Membership Board Meeting
December 13, 2022 @ 2:00 pm**

DRAFT