

**GENESEE COUNTY COMMUNICATIONS CONSORTIUM**  
**Executive Board**  
**Genesee County 9-1-1**  
**September 12, 2023**

Immediately following General Membership, or 2:30 pm

Location: Charter Township of Mundy  
3478 Mundy Ave, Swartz Creek, MI 48473

**AGENDA**

**1. CALL MEETING TO ORDER**

Meeting called to order by Vice Chair Corlew at 3:24pm.

**2. PLEDGE OF ALLEGIANCE**

**3. ATTENDANCE ROLL CALL**

**Members Present:** Thomas Spillane, Clayton Township; Jim Slezak, Davison Township; Karyn Miller, Flint Township; Paul Fortino, Gaines Township; Greg Fenner, Burton City; Vicki Corlew, Mt. Morris City; Yvonne Brantley, MSP; Richard Cronkright, GCSO

**Members Absent:** Fred Thorsby, Flushing Township; Scott Bennett, Grand Blanc Township; Sheri Wilkerson, Goodrich Village; Michelle Davis, Genesee County; Charles Winfrey, Genesee County

**Others Present:** Anthony Chubb, Tim Jones, Dave Plumb, Corissa Hull, Valerie Moore – recorder

**4. APPROVAL OF AGENDA, MINUTES & ACCOUNTS      Vice Chair Corlew**

- **Current Agenda –September 12, 2023**
- **Executive Board Meeting Minutes –August 8, 2023**
- **Accounts /Transaction List – August 2023**
- **Treasurers Report –August 2023**

**Action Taken:** Motion by Slezak, support by Cronkright to approve the Agenda, August 8, 2023 Executive Board Meeting Minutes, August 2023 Accounts/Transaction List and August 2023 Treasurer’s Report, as presented.

**All Ayes, Motion Passed**

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

None

**6. OLD BUSINESS**

**A. Advisory Committee Report**

**Chief Wilkinson**

Covered during General Membership Meeting:

Chief Wilkinson reported that during the August 22, 2023, Advisory Committee meeting Deputy Director Plumb gave an update on the EMD Sub-committee, and a CAD update.

Wilkinson relayed an update provided by Chief Tony Craig on the current Driver's License reader systems. The current swipe readers are being phased out and will not be supported so the police departments will need new Driver's License scanners that will be needed when the new QR codes are used. They reached out to the courts to request help with funding to purchase the new equipment and had been told they may only receive about ten percent of the cost for the scanners. Wilkinson noted that the Police departments will be looking for extra funding to upgrade the scanners for the new drivers' licenses when they start coming out later this year.

## **7. NEW BUSINESS**

### **A. Invoice:**

**Jones**

#### **1. CDW Government (NetMotion)**

Jones presented the \$46,970 invoice for NetMotion licensing. He stated during the last board meeting this was approved as a quote, this is now the actual invoice.

Corlew asked for clarification on what NetMotion is for.

Jones stated that it is the licensing that allows the computers in the cars to connect to our CAD system. This is for 385 licenses.

**Action Taken:** Motion by Slezak, support by Fenner to approve the invoice from CDW Government (NetMotion) in the amount of \$46,970.

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

Spillane Aye  
Slezak Aye  
Miller Aye  
Fortino Aye  
Fenner Aye  
Corlew Aye  
Brantley Aye  
Cronkright Aye

**All Ayes, Motion Passed**

### **B. Quotes:**

**Jones**

#### **1. CDW: Veeam Renewal**

Jones presented the CDW Veeam annual renewal quote is \$7,210.

**Action Taken:** Motion by Slezak, support by Spillane to accept the quote in the amount of \$7,210 for CDW Veeam annual renewal.

**Roll Call Vote:**

Spillane Aye  
Slezak Aye  
Miller Aye  
Fortino Aye  
Fenner Aye  
Corlew Aye  
Brantley Aye  
Cronkright Aye

**All Ayes, Motion Passed**

**2. People Driven Technology: VMWare Renewal**

**Action Taken:** Motion by Slezak, support by Miller to accept the quote for People Driven Technology VMWare annual renewal in the amount of \$22,205.

**Roll Call Vote:**

Spillane Aye  
Slezak Aye  
Miller Aye  
Fortino Aye  
Fenner Aye  
Corlew Aye  
Brantley Aye  
Cronkright Aye

**All Ayes, Motion Passed**

**3. Gazall Lewis & Associates Architects – MSP 3<sup>rd</sup> District HQ**

Jones reported that this \$7,000 quote is similar to what was approved for the 911 Center. This quote was at the request of MSP’s 3<sup>rd</sup> District Headquarters. He reported that they are running out of space and would like to add onto the building. This quote would be to have the study done to see how much space they need to add and what they can add to the existing building.

**Action Taken:** Motion by Slezak, support by Fenner to accept the quote from Gazall Lewis & Associates Architects in the amount of \$7,000 for proposed work at MSP 3<sup>rd</sup> District Headquarters.

**Roll Call Vote:**

Spillane Aye  
Slezak Aye  
Miller Aye  
Fortino Aye  
Fenner Aye  
Corlew Aye

Brantley Aye  
Cronkright Aye

**All Ayes, Motion Passed**

**C. FY22-23 Budget Amendment**

**Jones**

**1. Capital Project, Technology Fund**

Covered during General Membership Meeting

*Jones requested Shawna Farrell to present the budget amendment for FY22-23. Farrell outlined the requested amendment that will re-align certain budget categories that were under budget along with several that were over budget based on projections for the end of September. The projected income is slightly higher than previously budgeted for with Operational Charges we are projecting an increase of around \$340,000, an increase of LEIN income by \$16,326, along with a small local grant that was received for \$16,880 which was not in the original budget.*

*The expenses that were over budget by the largest amount were Overtime at \$176,672 and Facility expense at \$25,920. A few other items that were over budget included Contracted services by \$9,248; Accounting fees by \$3,200; Building Maintenance by \$6,100; Insurance by \$1,790; and Telephones by \$1,100. Several areas of reduction of expense items due to projects that were put on hold and moved to 2024 budget or part of the CAD project and not completed this year. Additional savings over several expense categories ultimately increased the available fund balance, and the decision was made to move some of these additional funds to the Capital Project Fund and Technology Fund. The transfer out for Capital Project Fund was increased by \$406,280 making the total transfer amount of \$500,000 to the Capital Project Fund. The transfer out for Technology Fund was increased by \$150,000 making the total transfer amount of \$300,000 to the Technology Fund.*

*With all budget amendment changes, we will be adding an additional \$449,890 to our General Fund balance.*

*Miller asked if we are now fully staffed, or once we are fully staffed will we start to see the overtime go down?*

*Jones noted that once we are fully staffed it will start to go down, but it will most likely be into next year when we see the decrease. In order for this to go down we have to get all of the new hires through training and that takes a minimum of 6 months per group.*

**Action Taken:** Motion by Slezak, support by Bennett to accept the FY 2023-24 budget amendment including the fund transfers as presented.

**Roll Call Vote:**

Vick Aye  
Spillane Aye  
Slezak Aye

Lorraine Aye  
Miller Aye  
Price Aye  
Fortino Aye  
Eashoo Aye  
Bennett Aye  
Adams Aye  
Young Aye  
Arnes Aye  
Russo Aye  
Fenner Aye  
Schroeder Aye  
Lewicki Aye  
Jean-Buhrer Aye  
Glass Aye  
Pangle Aye  
Corlew Aye  
Moore Aye  
**All Ayes, Motion Passed**

**D. Proposed Budget - FY23-24**

**Farrell**

Covered during General Membership Meeting:

*Farrell presented the proposed FY23-24 Budget to the Board members. Farrell covered a variety of changes made in comparison to the FY22-23 amended budget that was just reviewed. Key areas for increases again next year will be under salary and wages, with the increase of wages earlier this year and plans to continue to increase staffing over the next year. The current inflation is causing us to see an overall increased cost in everything from equipment, maintenance, and services but our income, operational charge has not increased to match these inflation changes. The total proposed budget expenditures total \$9,488,034, this results in a budget deficit of \$635,759 expected for FY23-24.*

*You have not seen a budget deficit since 2018, and we are now in a similar position since we are at the end of the current surcharge rate.*

*Jones stated based on this year's budget we can all see the need for us to focus on an increase in our surcharge fee next year. We are currently working with Farrell and the Budget Committee on a five-year forecast to help us determine what we need to move forward with in terms of the increase in the surcharge to continue to cover our operational costs over the next few years. We are working to line up our proposal with the elections dates in early 2024 and based on timing of an election and submitting the results to the State after it's approved in 2024, we will see the increased funding by fall quarter 2025.*

Schroeder noted that the elections dates have not been set yet, but the primary would be either in February or March, and the next ones would be August or November of 2024.

Further discussion on 2024 election dates and the addition of our surcharge proposal on the ballot for the specific election dates.

Farrell summed up her review of the proposed General Fund budget and stated that we can expect to see a very similar deficit again in next year's budget until we get a surcharge increase.

Farrell presented the Capital Project fund budget and Technology Fund. Due to the General Fund budget deficit for FY23-24 there will not be any budgeted transfers from the General Fund into either Capital Project, or Technology Fund next year, the only income will be the interest income from the CD accounts. The Technology Fund expenditures planned for \$798,000, which will reduce the fund balance to \$1,791,705. The Capital Project fund budget is expecting expenses of \$80,000 for the year, decreasing the fund balance by year end to \$5,303,594.

**Action Taken:** Motion by Bennett, support by Slezak to approve the budgets for FY23-24 as presented.

**Roll Call Vote:**

Vick	Aye
Spillane	Aye
Slezak	Aye
Lorraine	Aye
Miller	Aye
Price	Aye
Fortino	Aye
Eashoo	Aye
Bennett	Aye
Adams	Aye
Young	Aye
Arnes	Aye
Russo	Aye
Fenner	Aye
Schroeder	Aye
Lewicki	Aye
Jean-Buhrer	Aye
Glass	Aye
Pangle	Aye
Corlew	Aye
Moore	Aye

**All Ayes, Motion Passed**

**E. 5-Year Forecast**

**Jones**

Covered during General Membership Meeting:

*Jones referred to the surcharge increase that he just spoke on. He stated that we have been talking with the Budget committee and have been working on several things that need to be considered in the five-year forecast. We have Gazall Architects working with us to provide analysis to help plan for a move to a new center, we also had a recent staffing study conducted and will need to increase our staffing size from 50 up to 66.*

*If anyone has any questions on this, or if you would like to join the meetings, please feel free to call us, we want to have everyone on the same page as we move forward in planning for the surcharge renewal.*

**F. Personal Service Contracts – in Review**

**Jones/Chubb**

Covered during General Membership Meeting:

*Chubb stated that the Personal Service Contract committee met, the employees under these contracts have provided counter proposals, so we will meet again later this week. We will bring the contract back next month to the Executive Board; however, an extension is needed on the current contract for Shook, Moore and Wambold since they are all ending on September 30, with no automatic continuation or renewal. Plumb and Jones contracts don't expire until December so there is no extension needed for theirs.*

**Action Taken:** *Motion by Bennett, support by Slezak to extend the Personal Service Contracts for Shook, Wambold and Moore through the October 10, 2023, Executive Board meeting.*

**All Ayes, Motion Passed**

**G. New I.T System Specialist**

**Jones**

Covered during General Membership Meeting:

*Jones introduced Jared Adams, he is our new IT System Specialist. Adams is a graduate of the University of Michigan with a master's degree in computer science and information.*

**8. OTHER BUSINESS**

None

**9. DIRECTORS REPORT**

**Jones**

**A. Directors Letter to General Members**

Addressed during General Membership Meeting:

*Jones requested that General Members appoint an alternate representative to attend in your absence so we can continue to have a quorum at our meetings and conduct business. He thanked everyone that was present, and*

*also thanked the Members that have already provided us with documentation appointing their alternates.*

*Fortino asked if the alternate chosen could be on the Fire Department or Police Department?*

*Jones and Chubb both confirmed the By-Laws only state they cannot be a Police Chief or Fire Chief.*

Nothing further to add.

## **9. COMMITTEE REPORTS**

None

## **11. ATTORNEY REPORT**

**Attorney Chubb**

Addressed during General Membership Meeting:

*Chubb provided an update on the Tyler lawsuit. Tyler has requested to start negotiations and the first meeting is set for the morning of October 10, and this will be in front of a mediator.*

*I hope to have an answer to our request following that meeting and we can bring the outcome back to the board meeting that afternoon for approval.*

Nothing further to add.

## **12. PUBLIC COMMENTS**

None

## **13. ADJOURNMENT**

**Action Taken:** Motion by Slezak, support by Brantley to adjourn the meeting.

**All Ayes, Motion Passed**

Meeting adjourned by Vice Chair Corlew at 3:33pm.

**Next Meeting: Executive Board  
October 10, 2023 @ 2:00pm  
Location: Charter Township of Mundy  
3478 Mundy Ave, Swartz Creek, MI 48473**