

GENESEE COUNTY COMMUNICATIONS CONSORTIUM
Special General Membership Meeting
Genesee County 9-1-1
September 23, 2024
10:30 am

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

AGENDA

1. CALL MEETING TO ORDER

Meeting called to order by Chairman Fred Thorsby at 10:32 am.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE ROLL CALL

Members Present: Jim Busch, Atlas Township; Thomas Spillane, Clayton Township; Jim Slezak, Davison Township; Vince Lorraine, Fenton Township; Fred Thorsby, Flushing Township; Paul Fortino, Gaines Township; Dan Eashoo, Genesee Township; Scott Bennett, Grand Blanc Township; Tonya Ketzler, Mundy Township; Brian Arnes, Richfield Township; Doug Vance, Clio City; Andrea Schroeder, Davison City; Joe Karlichek, Flushing City; Wendy Jean-Buhrer, Grand Blanc City; Ellen Glass, Linden City; Todd Pangle, Montrose City; Adam Zettel, Swartz Creek City; Connie Greene, Gaines Village; Sheri Wilkerson, Goodrich Village; Coetta Adams, Montrose Township arrived after attendance roll call.

Members Absent: Brian Saad, Argentine Twp; Karyn Miller, Flint Township; Mary Ann Price, Forest Township; Jolena Sanders-Sims, Mt Morris Township; Rachel Stanke, Thetford Township; Sheryllynn Russo, Vienna Township; Greg Fenner, Burton City; Es Taylor, Flint City; Spencer Lewis, Mt. Morris City; John Ray, Otisville Village, Martin Cousineau, Genesee County

Others Present: Shawna Farrell, Traci Sasser, Anthony Chubb, Dave Plumb, Valerie Moore-recorder.

4. AGENDA APPROVAL

**Chairman
Thorsby**

Action Taken: Motion by Slezak, support by Bennett to approve the agenda as presented.

All Ayes, Motion Passes

4. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

None

6. APPROVAL OF MINUTES

- **June 11, 2024**

Action Taken: Motion by Glass, support by Bennett to approve the meeting minutes from June 11, 2024 as presented.

All Ayes, Motion Passes

7. OLD BUSINESS

- A. Advisory Committee Report** *(No Meeting in August)*

**Chief
Wilkinson**

No Report

8. NEW BUSINESS

- A. FY 23-24 Budget Amendment**

Jones / Farrell

General Fund, Capital Project & Technology Fund

Plumb reported on the presented amendments to the FY 23-24 budget which bring expenses in line and allow for the surplus of funds to be transferred to Technology Fund. Amendments include an increase in LEIN income, due to an increase in new licensing being added for additional in car computers, the most notable adjustments in expenses include a decrease in Salary and wages, this was lower than planned because we were not fully staffing all year; Comm Center equipment and Tower Equipment Maintenance were below planned, due to a server replacement that will be done after the CAD project is completed and tower site maintenance and repairs that were not all completed this past year. Several other expense lines were balanced in the budget and the final amendment including a surplus amount of \$332,804 to be transferred to Technology Fund.

Coetta Adams arrived to meeting.

Action Taken: Motion by Slezak, support by Schroeder to approve the FY23-24 budget amendment for General Fund, Capital Project fund and Technology Fund as presented.

Roll Call Vote:

| | |
|-----------|-----|
| Busch | Aye |
| Spillane | Aye |
| Slezak | Aye |
| Lorraine | Aye |
| Thorsby | Aye |
| Fortino | Aye |
| Eashoo | Aye |
| Bennett | Aye |
| Adams | Aye |
| Ketzler | Aye |
| Arnes | Aye |
| Vance | Aye |
| Schroeder | Aye |

Karlichek Aye
Jean-Buhrer Aye
Glass Aye
Pangle Aye
Zettel Aye
Greene Aye
Wilkerson Aye

All Ayes, Motion Passes

B. FY 24-25 Proposed Budget - NEW Jones / Farrell

1. General Fund, Capital Project & Technology Fund

Farrell presented the new FY24-25 proposed budget for General Fund, Capital Project and Technology and gave an overview of proposed changes that are affecting the new budget. Salary and wages and all associated Staffing expenses are expected to increase with the goal of reaching full staff during the year, with an addition of 9 full-time employees. Bottom line of the proposed General Fund budget will be a deficit of \$1,272,355, which will decrease the fund balance to \$5,855,267 at year end. This should be the only year that we will be dipping into the fund balance because the surcharge increase will go into effect next year.

Discussion on the estimates used for salary and benefits and the addition of 9 employees and how that may impact the budget next year.

Action Taken: Motion by Slezak, support by Bennett to accept the proposed FY24-25 Budgets as presented.

Plumb stated that there is a very new development in the last few days that we learned of the requirement for 2-factor authentication with LEIN, which is required for LEIN compliance. The potential cost for us, as well as the agencies, is still being looked into, this is an unforeseen cost that we will need to factor in the Technology Fund budget.

Farrell added explanation for the Technology Fund FY24-25 budget which is proposed to have expenditures in Comm Center Equipment around \$491,000 and at the end of the year the fund balance is projected to be \$2,517,392. The Capital Project Fund budget includes expenditures of \$236,000 which includes a new roof, new security door and MSP lobby update, and an ending fund balance of \$5,190,272.

Roll Call Vote:

Busch Aye
Spillane Aye
Slezak Aye
Lorraine Aye
Thorsby Aye
Fortino Aye

Eashoo Aye
Bennett Aye
Adams Aye
Ketzler Aye
Arnes Aye
Vance Aye
Schroeder Aye
Karlichek Aye
Jean-Buhrer Aye
Glass Aye
Pangle Aye
Zettel Aye
Greene Aye
Wilkerson Aye

All Ayes, Motion Passes

C. EMS Agreement – Vienna Township

Jones

Chubb stated that Vienna Township has presented an EMS agreement for Board approval. This is in line with their Township's resolutions and includes the required insurances & indemnity that we require. I am waiting on the Insurance certificate, otherwise everything else we need for this agreement has been provided.

Action Taken: Motion by Slezak, support by Schroeder to approve the Vienna Township EMS agreement subject to Attorney Chubb's approval of all terms & conditions.

Thorsby asked to clarify who is providing the Insurance.

Chubb noted it will be MMR that is providing the 10-million-dollar policy, and they also provided Vienna Township the same 10-million-dollar policy.

Roll Call Vote:

Busch Aye
Spillane Aye
Slezak Aye
Lorraine Aye
Thorsby Aye
Fortino Aye
Eashoo Aye
Bennett No
Adams Aye
Ketzler Aye
Arnes Aye
Vance Aye
Schroeder Aye
Karlichek No
Jean-Buhrer Aye
Glass Aye

Pangle Aye
Zettel Aye
Greene Aye
Wilkerson Aye

18 Ayes, 2 No's, Motion Passes

9. OTHER BUSINESS

A. Investment Update - PFM Asset Management

Plumb gave an update on the status of the GovMic Investment account set up with PFM, we have the primary account set up so far and are just waiting for the other fund accounts to be set up before we start adding funds into them.

B. Audit Update – SNC & Plante Moran

Plumb stated the State 911 Committee Compliance audit has been submitted, and we are just waiting for their review to be completed, follow that we will get a date for them to be on site for further review. There have been some recent changes in staffing in that department so we will be in limbo until those changes are finalized.

Plumb stated we have started talks with Plante Moran for the financial audit and have started working on that.

10. ATTORNEY REPORT

Attorney Chubb

Nothing to add.

11. PUBLIC COMMENTS

Karlichek provided a comment on the EMS agreement.
Chubb responded to his comment.

12. ADJOURNMENT

Action Taken: Motion by Bennett, support by Slezak to adjourn meeting.
All Ayes, Motion Passes

Meeting adjourned by Chairman Fred Thorsby at 11:02 am.

Next Meeting: Executive Board Meeting
October 8, 2024 @ 2:00 pm
Location: Health Alliance Plan (HAP) - 4th Floor
2050 S. Linden Rd, Flint Township, MI 48507