

IONIA COUNTY CENTRAL DISPATCH
ADVISORY BOARD

Minutes
November 12, 2009

Call to Order

A regular meeting of the Advisory Board was held at 545 Apple Tree Drive and called to order by Amanda Powell at 1:10 p.m.

Members Present: Amanda Powell, Dave Wirth for Director Bulling, Rick Norman, Bob Bauer, Dale Nelson, Dwain Dennis, Paul Barker and Jani Millard.

Members Absent: Jerry Skeltis, Gregg Moore, Pat Richard, Bob Bennett and Matt Bennett.

Others Present: Jim Valentine, Vicki Denny, Zenon Cardenas and Nancy Rodriguez.

The meeting opened with the Pledge of Allegiance.

Approval of Agenda

Motion made by Jani Millard and seconded by Dale Nelson to approve the agenda as presented. Members were in favor by a voice vote and the agenda stood approved.

Approval of Minutes

Motion made by Dale Nelson and seconded by Bob Bauer to approve the minutes from the September 2, 2009 meeting as written. Members present were in favor of the motion by a voice vote and the minutes stood approved.

Public Comment

None.

Review and Approval of Bills

The Personnel/Finance Committee will review and approve Central Dispatch invoices.

Discussion/Reports

Committee Reports:

Law Enforcement Committee: Dale Nelson stated that the Committee met, but there is nothing to report to the Board.

Emergency Management Report:

Rick Norman reported that the 2008 Homeland Security grant was approved and is out. The subcommittees are trying to decide how to spend the money. The 2007 grant had several projects approved by the State. The Hazmat project was approved to purchase suits, gloves and boots for the team. Law Enforcement lap tops were approved. All of our workshops and exercises have been approved. The Crisis Communications System for Public Safety has been

not been approved yet, but we are just waiting. The Hazmat Advanced Tech training and Ham radio project are pending approval. The Hazmat team will be having a full scale drill with Twin City Foods in Lake Odessa. We are getting pricing for fire pagers and VHF radios from various vendors to compare prices.

Director's Update:

Journal Reports/2009 Revenues: Revenues are averaging about \$320,000.00 per quarter and should be close to projections. We are currently about 10% under budget for expenditures compared to past years.

Roof Replacement Project Completed: The project has been completed and came in close to the bid. There was some underlayment that had to be replaced, but the job was well supervised by Don Ransom, Maintenance Director, and completed in short order. The roof replacement and the added insulation to the attic should take care of the issues we have had in past years.

Radio Patch: Portland, Lake Odessa, State Police and Ionia Public Safety are using the 800 MHz frequency and the Sheriff Department is using VHF, with the patch working very well to keep communications interoperable. Allegan County is looking into doing a similar patch in their county. The State of Michigan seems to be embracing the patch developed by Drew Wireless. They install patches themselves, but do not have the same quality as the patch from Drew Wireless.

Dispatch Consoles: The nine consoles purchased from Ottawa County are here and four of them have been installed in the dispatch center. One will be installed outside of the center for the ham radio operators (RACES) and the others will be used for parts as needed. The cost was more than anticipated for the installation as Chrouch has spent considerable time here doing the radio cabling and assisting with moving the telephones and computers. The project is not complete yet as we are waiting for some additional cable extensions. The Board will have a tour of the center after the meeting. There had to be some changes made to the center itself and those were accomplished by Vicki Denny's husband Phil. He also assisted with the moving, loading, unloading and installation of the furniture. His assistance was invaluable to us.

Fiber Optics Project: As stated by Rick Norman, the project is pending approval from the federal government. Hopefully at our next Advisory Board meeting or through a special meeting we will get the approval to proceed with the installation of the fiber optics to the courthouse and the jail. While we are waiting to hear from the feds we are seeking out vendors for the IP phone system that will be purchased with the grant. Once the grant is approved, we should have no problem meeting the completion date of June 30, 2010.

Amanda Powell asked about the Black Box and City Watch. The County's Black Box has been tested at an exercise attended by Zenon Cardenas and Jim Knopf and is working very well. Rick Norman reported that the City Watch program has issues. The system does not seem to work properly since an upgrade was done and we are not the only ones in the region with this issue. The biggest problem is operational costs down the road and getting subscribers to cover those costs.

Old Business

None.

New Business

Approval to Hire a Dispatcher:

Dispatch Patsy Kohagen has indicated that she will be retiring next year at the end of March. Due to the change in our funding and a lack of actual revenue numbers to go by, dispatch has been one dispatcher short for the last year. Jim Valentine asked for a recommendation by the Advisory Board to seek approval from the Board of Commissioners to hire another dispatcher at this time so the dispatcher would be ready or close to being ready when Patsy leaves.

Motion made by Dwain Dennis and seconded by Bob Bauer to recommend to the Board of Commissioners that Central Dispatch fill the vacant dispatcher position at this time. All members were in favor by a voice vote and the motion carried.

Jim Valentine stated that the new employee will come from our list of approved candidates.

Member Concerns

Jim Valentine asked the Board to consider meeting every month instead of every other month as there will be more business matters to handle in the coming year, with the PSIC grant for the IP Phone and Fiber Optics projects. It was the consensus of the Board members that meeting every month would be advisable and when there was no business to consider that the meeting be adjourned to the next month.

Next Meeting

The next meeting of the Advisory Board will be an organizational meeting on January 6, 2010 at 1:00 p.m.

Adjournment

Motion made by Dwain Dennis and seconded by Dave Wirth to adjourn the meeting. All members were in favor by a voice vote and the meeting adjourned at 1:50 p.m.

Respectfully Submitted,

Nancy Rodriguez
Recorder