

C.C.E. Central Dispatch Authority
Board of Directors
Hybrid Zoom & in-Person Meeting

MINUTES

June 16, 2021

BOD MEMBERS PRESENT

Michael Cain, Chairman
Chris Christensen, Secretary
Shirley Roloff
Lyon Stephens
John Wallace, Vice Chair
Mike Newman
Diane Raab
Marcia Rocheleau
Toni Drier
Rob Straebel
Bill Dohm
David Green

REPRESENTING

Charlevoix County Cities and Villages
Charlevoix County Board of Commissioners
Charlevoix County Board of Commissioners (Alt)
Charlevoix County Townships
Cheboygan County Board of Commissioners
Cheboygan County Board of Commissioners (Alt)
Cheboygan County Cities and Villages
Cheboygan County Townships
Emmet County Board of Commissioners
Emmet County Cities and Villages
Emmet County Townships
Emmet County Townships (Alt)

BOD MEMBERS ABSENT

Mark Heydlauff
Todd Sorenson
Harold Koviak
David White
Victor Sinadinovski

REPRESENTING

Charlevoix County Cities and Villages (Alt)
Charlevoix County Townships (Alt)
Cheboygan County Townships (Alt)
Emmet County Board of Commissioners (Alt)
Emmet County Cities and Villages (Alt)

911 COMMITTEE MEMBERS

Kevin Shepard
Jeff Lawson
Michael Reaves
Becki King
Bob Engel

REPRESENTING

Charlevoix County Administrator
Cheboygan County Administrator (remote)
Emmet County Administrator (remote)
Fiscal Officer
Civil Counsel - Absent

OTHERS PRESENT

Al Welsheimer
Matt Breed
Chuck Vondra
Julia Drost
Scott Hankins
Harold Stegman
John Jacobs
Josh Ginop
Kyle Knight
Pam Woodbury
Candace Pierce

REPRESENTING

TAC Liaison (remote)
Petoskey Police Dept. (remote)
Charlevoix County Sheriff's Dept.
Charlevoix County Clerk
Charlevoix County Commissioner
ProComm Inc. (remote)
Intellitech (remote)
Cheboygan County Sheriff's Dept. (remote)
Harbor Springs Police Dept. (remote)
CCE Central Dispatch
CCE Central Dispatch

Call to Order: Chairman Michael Cain called the meeting to order at 3:05 PM

Pledge of Allegiance

Attendance: Zoom Approved Rollcall (see below)

Rollcall Present:

Raab in Cheboygan, Michigan
Rocheleau in Cheboygan, Michigan
Straebel in City of Petoskey, Michigan
Drier in McKinley Township Michigan
Green in West Traverse Township, Michigan

Public Comment: None

TAC Comments: Chief Al Welsheimer wanted the board to be aware that the Cheboygan and Emmet County Sheriffs were both concerned with the delay in the Software project. Since John has taken over things are moving smoother though.

Correspondence: None

AGENDA #7: Consent Agenda – Action Item to Approve, Receive and File

- a. BOD Minutes for May 19, 2021
- b. TAC Minutes for June 10, 2021

Motion made by Mr. Wallace, with Support from Ms. Raab to approve, Receive and File the Consent Agenda as presented.

Rollcall Vote

Ayes; Dohm, Drier, Cain, Christensen, Wallace, Rocheleau, Raab, Stephens, Straebel

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #8: Intellitech Software Upgrade Project Update – John Jacobs

Director Woodbury and John Jacobs reviewed the 5/11/2021 Intellitech updates with the board together.

RMS Update: They were given final validation from two counties and believe it is the final pass. They are expecting those changes any day and then once back they will load them up to the server.

JMS Update: They had a good meeting with all three counties about duplicate numbers. They will make the changes and run the conversion and should be well on the way.

Domestic Violence Report: Reviewed with the team and accepted.

Lab Report: All data fields built in and completed, very close to getting this report done.

DataMark Report: All validated and standing up now. Projected date was July but we were told it could be as early as Monday now. We could be in the home stretch. Ms. Woodbury said that

covered everything and the big piece is whether DataMark will be ready next week. John Jacobs said there will still be things that come up but they will be in a good place to start training.

Mr. Newman said they meet every Monday (road patrol) and this is not our problem but on Intellitech's end. Lt. Josh Ginop said the JMS ID numbers have not been resolved yet and they are doing the next pass of data with RMS right now. The mapping was a problem before with Esri and now it is still a problem with DataMark. He said hopefully its Monday but they have heard that before. John Jacobs asked to address each of these items starting with JMS numbers. This was a problem with the data coming over, it was stored in three different places and coming over from Central Square. He said they were not told about this issue and it has been a huge problem, so when you say it is an Intellitech issue, if it is in your data and its bad data then it's going to be bad data in Intellitech and John said he won't accept that. He said he felt they have gone above and beyond for the JMS side to make sure your numbers are correct and in order. He said they are taking care of sequential numbers that you are manually entering to match your court papers, so it is a little bit more complex than what you are leading it to be. Intellitech plans to take care of that so the day you go live, the next sequential number will be used and no one will have to worry about that being out of order anymore. If you can do a conversion in 6-12 passes, you are doing pretty well. He said they have not asked anyone to do additional work, and they are working with three counties and millions of data files. He said he is just not sure what else you are asking of him. The software system used, is barely limping along and we are trying to clean that up. Further discussion took place.

Ms. Woodbury said she understands the frustrations but mentioned that the system is over 20 years old with incredibly old and outdated data. She said Intellitech is scrubbing it and wanting the new system to function well, and they were willing to help us get through that grant deadline, while no one else was. In order to get it right, it takes time and she would rather take the time now so we have a system that works properly from the beginning rather than have to clean it up later with bugs and whatever else. Mr. Newman said he agreed but it is taking too long and it is not acceptable. Mr. Stephens asked if Emmet or Charlevoix had issues with JMS like Cheboygan has. John Jacobs could not answer which county had the duplicate numbers. Sheriff Vondra said we were all sent a spreadsheet with the list of duplicate inmate numbers for each county. Mr. Cain said it was a good reminder to remember what got us here in the first place and he has confidence in Intellitech and doesn't want to focus on plan B because that is a diversion of resources. He felt Intellitech will get us there and it will be a quality product when we are done.

AGENDA #9: 800 MHz Project Update

Ms. Woodbury said things are moving along well. MPSCS failed to put in transmit capabilities to page the bridge, and ProComm caught that early on and corrected it. The state fixed it and did not charge us and ProComm did the same for the ones they had to reprogram. Everyone is receiving pages and eDispatches today. Emmet County went live today and tomorrow we will roll out Charlevoix. VHF will stay running in the background for a bit.

AGENDA #10: MPSCS Integration & Co-Location Agreements – Action Item

Now that we are going on system, we need the Integration and co-locate agreement completed. We did an agreement in 2013 for them to have equipment on our Mackinaw city tower. It is an in kind agreement on the colocation side, so we don't pay them anything and they don't pay us anything. The Integration agreement is a standard agreement that all

agencies have to sign when they join the system. MPSCS does all the monitoring and handles any repairs at time and material and we are on warranty for a year after we sign full acceptance of the system.

Attorney Bob Engel was not comfortable with reviewing this agreement so we asked Attorney Doug Van Essen and he did review the agreement and gave his approval with the following changes, that the insurance company would like MPSCS to change:

Section C – State wants us to have 1,000,000 per occurrence, we have 5,000,000 per occurrence, Section C.3 – a waiver of subrogation clause – MMRMA will not waive that, Section C.1 – primary and non-contributing only relates to negligence, Section C.2 – state is to be named as additional insured.

Mr. Christensen asked who the NCC was, Ms. Woodbury said National Communications Commission and they have everything monitored from the doors to the lights, if someone comes into the tower from the outside, they are aware of it. Mr. Christensen asked for clarification. We are paying NCC to monitor our equipment on the MPSCS System. He wanted to know when the rates were scheduled to change? Ms. Woodbury said they do not do an annual increase; they will do an overhead increase if something changes on their end. Preventative Maintenance allows for a 30 day notice and we can opt out and find our own provider, but we have to meet their recommendations. Ms. Drier asked the board if they were comfortable not having the annual review written in the agreement? Further discussion took place.

Motion made by Mr. Wallace, with Support from Ms. Raab to approve the MPSCS Integration and Co-Location agreements contingent upon the insurance companies review and approval of the revised language from the State and authorize the Board Chair to sign the required documents.

Rollcall Vote

Ayes; Dohm, Cain, Wallace, Straebel

Nays; Christensen, Stephens, Raab, Rocheleau, Drier

Motion failed by rollcall vote.

AGENDA #11: MPSCS MOA for Credits – Action Item

MPSCS invoiced us last fall and we paid that invoice previously. MPSCS wants the official agreement that we accept the credits as shown (sent today in email). Mr. Cain said let us not lose sight of why we are here. We had a radio system that was not working and getting worse with every narrow banding that was done. We already have reports at how much better the system is working.

Motion made by Mr. Dohm, with Support from Mr. Stephens to approve the MPSCS MOA for credits with the revision of the total eligible for credits in the amount of \$3,847,647.00 and the total credits applied in the amount of \$192,382 and authorize the Board Chair to sign the required documents.

Rollcall Vote

Ayes; Drier, Christensen, Wallace, Rocheleau, Raab, Stephens, Straebel, Dohm, Cain

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #12: Board Membership: Discussion

Ms. Woodbury spoke to Attorney Doug Van Essen about the board membership and he did not agree with how the statute read if the counties decided to open it up and change the membership makeup. She asked the State and they referred to the Attorney General's office, so this is strictly informational for our 911 Board and entirely up to the counties as to what they decide. According to the State 911 Committee, it is their opinion that if the board is being amended and that board composition does not already meet the statutory requirement, it needs to stay consistent with the statute, so as to come into compliance with the person and requirements. The State 911 Committee is not providing legal advice, rather an information opinion. Ms. Woodbury asked if it was that specific membership listed or if we could add, and the State said no it is a minimum of one Sheriff and had to meet the statute. Mr. Wallace suggested keeping the board as it was originally designed. Mr. Christensen said it's up to the counties to make a change. Ms. Rocheleau said the TAC report was put on the agenda, and as a board member she would like to see it moved down just above the 911 Board Report and have it labeled TAC Report. Chief Knight said they are the users of the group, and it is a briefing on what is happening on the ground.

AGENDA #13: Legal Services: Discussion

Bob Engel is retiring at the end of the month, so Pam Woodbury spoke to all three county admin about future legal services. We agree that we don't need a full time staff member, we used Bob because he was a full time staff member but there are options out there for having someone on retainer, who we can use for State contracts and revisions of the CALM agreement (like we did in 2018). Doug Van Essen does not require a retainer; his hourly rate is \$275. Plunkett Cooney does the same thing, they do not require a retainer, and their fee is \$175/hr and use of their paralegal is \$100/hr. Rob Straebel suggested written proposals that the board could compare the written qualifications of the candidates.

911 Board Report

Ms. Woodbury briefly reviewed the report with the board; most was covered during the meeting.

ROUNDTABLE

Cain – Michael said the Executive Board met regarding Pam's compensation request. They met together and then also met with Pam and are looking to bring their recommendation to the board during the July meeting.

Christensen – Nothing

Roloff - Nothing

Wallace - Nothing

Newman – Mike does not share in your confidence and wanted that noted.

Rocheleau – Nothing

Straebel – Nothing

Drier – Nothing

White- Nothing

Dohm - Nothing

Woodbury – Nothing

ADJOURNMENT

Motion made by Mr. Wallace, with support from Mr. Stephens to adjourn the meeting at 5:08PM.

Respectfully submitted by Candace Pierce