

C.C.E. Central Dispatch Authority
Board of Directors
Zoom Meeting

MINUTES

November 18, 2020

BOD MEMBERS PRESENT

Michael Cain, Chairman
Chris Christensen
Shirley Roloff
John Wallace, Vice Chair
Mike Newman
Marcia Rocheleau
Rob Straebel
Bill Shorter, Secretary
Bill Dohm

REPRESENTING

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

BOD MEMBERS ABSENT

Mark Heydlauff
Lyon Stephens
Todd Sorenson
Diane Raab
~~Mike Newman~~
Harold Koviak
Victor Sinadinovski
David White
Pat Ball

REPRESENTING

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

911 COMMITTEE MEMBERS

Kevin Shepard
Jeff Lawson
Michael Reaves
Becki King
Bob Engel

REPRESENTING

Charlevoix County Administrator
Cheboygan County Administrator
Emmet County Administrator
Fiscal Officer
Civil Counsel

OTHERS PRESENT

Kyle Knight
Carl Rothenberger
Chuck Vondra
Matt Breed
Al Welsheimer
Dave Boyer
Jill McDonnell
Pam Woodbury
Rob Jerman
Candace Pierce

REPRESENTING

Harbor Springs Police Dept
Michigan State Police
Charlevoix County Sheriff
Petoskey Public Safety
TAC Liaison
Emmet County
Office of Emergency Management
CCE Central Dispatch
CCE Central Dispatch
CCE Central Dispatch

Call to Order: Chairman Mr. Cain called the meeting to order at 3:00 PM and then announced that the Board is meeting via Zoom due to the concerns for the health and safety of all persons who would otherwise be attending an in person meeting, in accordance with Public Act 228 of 2020.

Pledge of Allegiance

AGENDA #3 Attendance: First Roll Call

Rollcall

Present: Cain, in Boyne City Michigan, Roloff in Charlevoix Michigan, Wallace in Cheboygan Michigan, Rocheleau in Cheboygan Michigan, Straebel in Petoskey Michigan, Shorter in Petoskey Michigan, Dohm in Conway Michigan
Absent; Christensen, Stephens, Raab, Ball

Motion made by Mr. Shorter, with Support from Mr. Wallace to adopt procedures for Electronic Participation under Open Meetings Act.

Rollcall Vote

Ayes; Christensen, Wallace, Rocheleau, Straebel, Shorter, Dohm, Cain

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #4: Resolution to Affirm Actions taken by Remote Participation

Motion made by Mr. Shorter, with Support from Mr. Wallace to show further compliance with PA 228.

Rollcall Vote

Ayes; Straebel, Shorter, Cain, Wallace, Rocheleau, Dohm, Christensen

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #5: Second Roll Call

Rollcall

Present: Cain, in Boyne City Michigan, Roloff in Charlevoix Michigan, Wallace in Cheboygan Michigan, Rocheleau in Cheboygan Michigan, Straebel in Petoskey Michigan, Shorter in Petoskey Michigan, Dohm in Conway Michigan, Christensen in Charlevoix Michigan
Absent; Stephens, Raab, Ball

AGENDA #6 Public Comment: Mike Reaves from Emmet County, introduced David Boyer, the new Assistant Prosecutor **County Administrator**, formerly city manager of Farmington Hills. Mike mentioned the State relinquishing funding for eDispatches and ask if it is mandated by the State. Pam Woodbury said the eDispatches change is due to the change over to the 800 MHz radio system. She stated Smart911 is no longer funded by the State, but that it is an important part of 911. He asked how we arrived at saving \$100,000 within first 2 years with adding a person. Pam said she plans to create an overlapping shift that will cover time off without overtime, but still not bounce around shifts randomly.

Mr. Cain welcomes David Boyer. David said he just moved up here, and was looking forward to working with us.

AGENDA #7 Correspondence: None

AGENDA #8: Consent Agenda – Action Item to Approve, Receive and File

- a. Minutes for September 16, 2020
- b. Financial Report for September 2020

Motion made by Mr. Dohm, with Support from Mr. Shorter, to approve, Receive and File the Consent Agenda with the corrections mentioned.

Rollcall Vote

Ayes; Dohm, Shorter, Cain, Wallace, Rocheleau, Christensen, Straebel

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #9 Smart 911:

Ms. Woodbury explained the importance of Smart 911, and said the State is no longer going to fund this program. Smart 911 is an incredible tool and it is beneficial to all of the travelers that come here. No matter where you live in the United States, if you have a profile and call us for help while you are here it will provide us lifesaving information. It is also crucial to our senior citizens. Emergency Management partnered with our senior centers to get them signed up and maintain their profiles. She is requesting that CCE fund this, and said it was included in the proposed budget. Mr. Christensen asked if the State provided it free of charge, but now they are requesting us to fund it. He wanted to remind everyone that he warned the board about this awhile back. Ms. Rocheleau asked what line item its budgeted under, it is under Maintenance Contracts (857.000),

Motion made by Mr. Wallace, with support from Mr. Shorter to approve entering into a license agreement for 3 years with Rave Mobile Safety for the Smart911 service, and authorize the Executive Director to execute the agreement.

Rollcall Vote

Ayes; Wallace, Rocheleau, Cain, Straebel, Shorter, Dohm

Nays; Christensen

Motion carried by rollcall vote.

AGENDA #10 eDispatches Transition to 800 MHz System

In 2016, TAC recommended this notification system for first responders. It is an important component for our responders and unfortunately, we found switching to our 800 MHz wouldn't allow this to work the way it has been. Mr. Jerman explained the current equipment listens to 2-tone page, and when it recognizes that page, it knows to send to certain group. We will have to switch from having four detectors to about 35 detectors and digital radio scanners to listen for those pages to go out. He is working with a few vendors to try to find a different way to do this, but no luck yet. This looks like the best option at this time. Al Welsheimer said with the changing Geographic's, new roads, and new employees coming in, this has been a huge tool for everyone. Mr. Christensen asked if this is a

subscription, Ms. Woodbury said we would own it once we buy it, and the annual maintenance fee is \$14,000/year.

Motion made by Mr. Shorter, with support from Ms. Rocheleau to table the discussion until next month, pending further research.

Rollcall Vote

Ayes; Wallace, Rocheleau, Christensen, Cain, Straebel, Shorter, Dohm

Nays; None

Motion carried by unanimous voice vote.

AGENDA #11: 2021 Budget Review and preview of 5 Year Budget Projection

Ms. Woodbury reviewed a couple changes from the previous month's budget. She then discussed the five-year budget with the board. If we decommission all those extra towers, keeping those things in mind, would allow us in 2022 and 2023, not to ask the counties for capital contributions. Further discussion took place.

AGENDA #12 Set Public Hearing for the 2021 Budget Approval on December 16, 2020 at 3pm

Motion made by Mr. Shorter, with Support from Mr. Wallace to set the public hearing for the 2021 Budget Approval for December 16th at 3pm.

Rollcall Vote

Ayes; Wallace, Rocheleau, Christensen, Cain, Straebel, Shorter, Dohm

Nays; None

Motion carried by unanimous rollcall vote.

AGENDA #13 Addition one Dispatch Position

Ms. Woodbury reviewed the plan to add one more dispatch position. This would allow for 2 overlapping positions, which will cover a large portion of overtime expense. We would have enough staffing to preschedule and plan for covering vacations without overtime. This would also allow the team leaders to work on additional administrative duties that they do not always have time for. This will not only save money in the long run, but will also save on liability, as the dispatchers get burned out working so many overtime hours. It is a nationwide issue with 911 dispatch centers, not just our small community. There is a lot of overtime accumulated for Sick pay, Vacation pay and Wellness pay. Mr. Shorter suggested trying this, considering the previous administration said they did not need it. Ms. Woodbury felt this was the very best option to help fix the situation.

Motion made by Mr. Shorter, with Support from Mr. Dohm, to approve adding one Dispatcher position and give the Executive Director the authority to fill that position.

Rollcall Vote

Ayes; Wallace, Shorter, Dohm

Nays; Cain, Christensen, Rocheleau, Straebel

Motion did not carry.

AGENDA #14: 911 Board Report

Ms. Woodbury reviewed the board report. She thanked all 3 sheriff's departments for completing the background investigations on our behalf. The new templates on the consoles were cut over last week. Our goal is to have all LAW on the system by year-end, so we can shut off the VHF locations. She said we are trying to keep everything moving, but with COVID it's been challenging.

ROUNDTABLE

Cain – Mike mentioned that Pat Ball did not run again, but expressed how thankful we are for all his years of service.

Christensen – Nothing

Vondra – Chuck is very concerned about the maintenance money due in Jan. 2021.

Roloff - Nothing

Rocheleau – Nothing

Dohm - Nothing

Wallace – Nothing

Shorter – Nothing

Straebel – Nothing

King – Nothing

Shepard- Nothing

Lawson - Nothing

Jerman - Nothing

Woodbury – Nothing

ADJOURNMENT

Motion made by Mr. Shorter, with support from Mr. Straebel, to adjourn the meeting at 5:17 PM.

Respectfully submitted by Candace Pierce