

Kent County Dispatch Authority Administrative Policy Board

Meeting Minutes April 28, 2008

Meeting Location: City of Wyoming– City Hall

Members Present:

Curtis Holt	City of Wyoming;
Kevin Belk	City of Grand Rapids
Greg Sundstrom	City of Grand Rapids
Senez Rodriguez	KCEMS
Art Tanis	Kent County Board of Commissioners
Peter MacGregor	Cannon Township
Chuck Deschaine	City of Walker
Larry Stelma	Kent County Sheriff's Department
Dave Peterson	Plainfield Township

Members Absent/Excused:

Randy Gelderloos	City of Grandville
Steve Harper	Michigan State Police #61
Michael Young	City of Rockford
Jim Valentine	City of Lowell

Guests: Ralph Gould, City of Grand Rapids; Mark Meijer, Life EMS; Michelle Young, KCSD; Matt Grossier, KCSD; Harvey Becker, MSP; Mark Herald, EGR DPS; Dave Van Houten, GRPD; Brad Schutter, WPD; Rick Uslan, Motorola

Staff Present: Jennifer DeHaan, Kent County Administrator's Office

Media: None

Call to Order : 9:07

Action Items:

4-28-2008 -01

Approval of the Agenda

To approve the April 28, 2008 meeting agenda

Motion by: Peterson

Support by: Tanis

Unanimous

4-28-2008 -02

Approval of the Minutes

To approve the minutes of March 24, 2008

Motion by: MacGregor

Support by: Rodriguez

Unanimous

04-28-2008 -04

Meeting Adjournment

To adjourn the meeting of Administrative Policy Board.

Moved by: Belk

Support by: Tanis

Unanimous

Public Comment: None

Summary of Discussion Items

1. **911 Insight Contract for Services:** At the March 24, 2008 meeting of the Dispatch Authority, the Authority authorized the Chair to negotiate with Bill Doolittle of 911 Insight an agreement for services to assist the Authority in implementation of the Strategic Plan and to report back to the Board at the April Meeting. As a part of this process, the Chair requested from 911 Insight a proposal with the costs and estimated time to assist the Authority in implementing the Strategic Plan. Curtis distributed a copy of the proposal to the Authority that was received on Friday, April 25, 2008 from 911 Insight. Authority members reviewed the proposal and a discussion ensued. The agreed upon consensus of the group was that the hourly rate was high and that it would be scrutinized heavily and that the Authority would need a better rate and for 911 Insight to identify ways that it can reduce its costs in order to a viable solution. The Board also stated that it was important to have 911 Insight continue providing these services as they had developed the Strategic Plan with the Authority, are familiar with the history, and challenges specific to Kent and were originally retained through a competitive bidding process that was open to the public when the Authority undertook the Cost-benefit analysis.

The Authority directed the Chair and Vice-Chair to go back to Doolittle to determine if a better rate can be obtained as well as some more specific deliverables with a timeline for completion. It was noted that this would then be a guide to providing deliverables and updates to legislators and city/county commissioners that are relying upon the work of the Authority.

2. **Administrative Services:** Curtis stated that one of the things that would continue to be an outstanding issue is the unknown decision about how the Authority will operate in October when the surcharge is received and when services are spun-off from the County and provided through other means.
3. **KCDA Logo:** Holt noted that along with the agenda, the Authority received several logos that had been drafted by the City of Grand Rapids. A discussion ensued and the Authority requested that Sundstrom work to “tweak” one of the logos for discussion and consideration at the next meeting.

4. **Advance Funding:** Holt stated that in line with the discussion regarding the contract with 911 Insight there is also need to consider whether the Authority should pursue an advance of funding to support ongoing initiatives. Sundstrom stated that the City of Grand Rapids would be willing to partner with the Authority and provide funding, provided that it could be advanced and returned within the same fiscal year. The offer was well received by the Authority and a discussion ensued. Holt asked Sundstrom to provide a process for the request.

Miscellaneous:

Art Tanis also stated that he had been working with the Michigan Association of Counties on several issues including the sunset of the enabling legislation and the efforts of the telephone companies to change how the 911 surcharge funding is collected and disbursed and the approval of the surcharge rate. Tanis stated that MAC is actively working on these issues and that support from the Authority and its members may be needed in the near future. More updates will follow.

Curtis noted that the next meeting of the Authority is scheduled for Monday, June 2, 2008 at 9:00am at Wyoming City Hall. A notice will be sent to all members indicating the meeting date.

It was also noted that the TAC would start meeting again to discuss the CAD system.

Adjournment