

**Kent County Dispatch Authority
Administrative Policy Board**

**Meeting Minutes
February 9, 2009 – Special Meeting**

Meeting Location: City of Wyoming– City Hall

Members Present:

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

Members Absent/Excused:

Chris McIntire	Michigan State Police #61
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Members Absent

Greg Sundstrom	City of Grand Rapids
Randy Gelderloos	City of Grandville

Guests: Tom Valdez, MSP; Matt Groesser, KCSD; Dave VanHouten, GRPD; Chief Carr, Kentwood Fire; Dave Kiddle, GRPD

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

Media: None

Call to Order : 10:02

Action Items:

02-09-09-01

Approval of the Agenda
To approve the February 9, 2009 meeting agenda
Motion by: Tanis
Support by: Peterson
Unanimous

02-09-09-02

Approval of the Minutes
To approve the minutes of January 26, 2009
Motion by: McGregor

Support by: Belk
Unanimous

02-09-09-03 Motion to Excuse Chris McIntire
Moved by: Stelma
Support by: Tanis
Unanimous

02-09-09-04 Motion to enter into an Agreement with Bill Doolittle of 911 Insight to provide consulting services during 2009 and to authorize the Board Chair to sign the agreement.
Moved by: Rodriguez
Support by: Peterson
Unanimous.

02-09-09-05 Motion to enter into an Agreement with Ralph H. Gould to function as the interim Executive Director during 2009 and to authorize the Board Chair to sign the Agreement .
Moved: Tanis
Support: Stelma
Unanimous

02-09-09 – 06 Meeting Adjournment
To adjourn the meeting of Administrative Policy Board.
Moved by: Young
Support by: Deschaine
Unanimous

Public Comment: None

Summary of Discussion Items

- 1) **2009 Consulting Services:** Curtis Holt stated that at the last meeting of the Authority, the Board approved the special meeting date to consider the proposals that were submitted by Bill Doolittle of 911 Insight to provide consulting services to the Authority in 2009 and from Ralph Gould to function as the interim Executive Director. Authority members had received a draft copy of both contracts in the meeting packet. As a matter of procedure, the two contracts would be handled with separate motions with the first contract being discussed being that of Bill Doolittle of 911 Insight. Chief Belk stated that the hiring of an interim Executive Director came at the recommendation of Bill Doolittle which would allow the Authority to have someone working directly in Kent County to facilitate the initiatives of the Strategic Plan.

Curtis stated that the 911 Insight contract proposal was for a not-to-exceed amount of \$100,000 and funds were included in the 2009 budget. A **MOTION** was made by enter into an Agreement with Bill

Doolittle of 911 Insight to provide consulting services during 2009 and to authorize the Board Chair to sign the agreement. The **MOTION** was supported by Peterson. The **MOTION** passed.

Curtis Holt stated that the Authority had also received in the meeting packet a proposal and draft agreement for the Authority to contract with Ralph Gould to function as the interim Executive Director. Curtis stated that the contract with Ralph was not-to-exceed \$100,000 and funds were available in the 2009 budget. Curtis stated that Ralph had recently retired from the City of Grand Rapids as the Communications Manager and had been involved with the Technical Advisory Committee. A **MOTION** was made to enter into an Agreement with Ralph H. Gould to function as the interim Executive Director during 2009 and to authorize the Board Chair to sign the Agreement. The **MOTION** was supported. The **MOTION** passed.

- 2) **TAC Update – CAD RFP:** TAC Members Matt Groesser (KCSD) and Dave VanHouten (GRPD) presented an update to the Authority related to the CAD RFP. A copy of the PowerPoint presentation is attached.
- 3) **Misc:**

Adjournment 10:25 AM

PLEASE NOTE: The next meeting of the Authority on February 23, 2009 will be held at the Grand Rapids Police Department. Details are posted online and parking information will be sent to Authority members.