



**Administrative Policy Board
Monday, August 26, 2013 @ 10:00 AM
City of Wyoming, Manager's Conference Room**

Agenda

- 1. Call to Order (Holt)**
- 2. Technology Presentation – Smart911**
- 3. Public Comment**
- 4. Approval of the Agenda – August 26, 2013**
- 5. Approval of the Minutes – July 23, 2013**
- 6. Members Excused**
- 7. Financial Report (Bonneau)**
- 8. Voucher of Bills** (*Motion to Authorize Expenditures and Disbursements as Attached*)
- 9. Finance Committee Report (Getzen)**
 - a. Fund Balance Policy Approval
 - b. EMD Update (Bonneau)
- 10. State of Michigan NG GIS 911 Project (Bonneau)**
 - a. Enhanced Access to Public Records Policy Approval
 - b. Memorandum of Understanding with CSS Approval
- 11. TAC Reports – (Young and Chadwick)**
 - a. CAD
 - b. Radio Project

12. Update and Progress Report from Executive Director: (Bonneau)

13. Miscellaneous

Upcoming Meetings (www.kent911.org)

KCDA Executive Committee Meeting

September 9, 2013 at 10 AM - Cancelled

City of Wyoming, Manager's Conference Room

KCDA Administrative Policy Board Meeting

Monday September 23, 2013 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	FY	Approval
Wyoming	Fiduciary Aug	\$1,000.00	2013	Bonneau
Kent GIS	July 2013	\$325.34	2013	Bonneau
PCS	July 2013	\$5,261.25	2013	Curtis
Eric Hutchinson	Airfare Reimb for MUG Conference	\$250.10	2013	Bonneau
Jerry Yntema	Airfare Reimb for MUG Conference	\$250.10	2013	Bonneau
Matt Groesser	Airfare Reimb for MUG Conference	\$250.10	2013	Bonneau
Motorola	Groesser MUG Conference Registration	\$695.00	2013	Bonneau
Motorola	Hutchinson MUG Conference Registration	\$695.00	2013	Bonneau
Motorola	Yntema MUG Conference Registration	\$695.00	2013	Bonneau
Gaylord	PrePaid for	\$727.44	2013	Bonneau

Hotel	Groesser for MUG			
Gaylord Hotel	Prepaid for Hutchinson for MUG	\$727.44	2013	Bonneau
Gaylord Hotel	Prepaid for Wakeman for MUB	\$727.44	2013	Bonneau
Gaylord Hotel	Prepaid for Young for MUG	\$290.98	2013	Bonneau
Kent County Sheriff	Reimbursement for Young Airfare to MUG	\$207.30	2013	Bonneau
Motorola	Registration Fee for Young for MUG	\$695.00	2013	Bonneau

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
Draft Fund Balance	Bonneau	Awaiting Board Approval	8-26-13
Records Retention and Disposal Policy	Bonneau	Preparing Draft for 1 st Review by EC	TBD
State GIS NG project	Bonneau	Portal established with Kimball for download of Kent GIS data	In Progress
State GIS NG Project Document	Bonneau	Enhanced Access to Public Record Policy	Awaiting Board Approval

State GIS NG Document	Bonneau	CSS Memorandum of Understanding	Awaiting Board Approval
Media Awareness Project	Bonneau	Tabled to Next Exec Committee meeting for Scope of Work Detail	TBD
5 / 10 year Capital Budget	Finance Committee	Working on in Finance Meeting	TBD
Ethics Policy	Bonneau	Development	TBD
RFP / Radio Consoles	Team	Vendor Selected and in Contract Development	Pending
Exelis c4i Vendor Site Visit	Bonneau/ Chadwick	Riverside, CA while at APCO Conf	Completed
Web Site Redesign	Bonneau	On Going	TBD
CAD to CAD interface	Young	In Progress	TBD
CAD Phase I	Chadwick and Young	Working on Moving to Version 3.3	On Going
Zetron Paging	Chadwick	Pending Phase II	TBD
KCDA Strategy Meeting	Bonneau	On Going	TBD
Surcharge Reporting Initiative	Holt Bonneau	Pending review with Kent County Chairman	TBD
Pro QA and AQUA Software	Bonneau	Had 1 st Meeting with KentEMS, AMR, Life and Rockford - Completed Inventory Survey for needs	TBD
Pro QA and AQUA Contract	Bonneau	Scheduling meeting with Jon Stones	TBD

Finance Committee Recommendations and Update of Finance Policy	Getzen	Board Approved	Completed
Fiscal Year 2014 Budget	Bonneau/ Finance Comm	3 rd Draft Presented to Finance meeting for Board review in September	Oct 2013
CGAP Application	Bonneau	Awaiting Award Decision	TBD