



**FY 2014 Budget Public Hearing
Monday, October 28, 2013 @ 9:30 AM
City of Wyoming, 1st Floor Conference Room**

**Administrative Policy Board
Monday, October 28, 2013 @ 10:00 AM
City of Wyoming, 1st Floor Conference Room**

Minutes

1. Call to Order with a quorum present made by Curtis Holt at 10:01 AM

Members Present

Curtis Holt	City of Wyoming
Michael Young	City of Rockford
David Peterson	Plainfield FD
Laura Knapp	Grand Rapids FD
Mark Meijer	Kent EMS
Barry Getzen	City of Lowell
Nate Vriesman	Kent County Commissioner
Dennis Hoemke	Algoma Township
Chuck Deschaine	City of Walker

Members Absent

Dick Richards	City of Grandville
Chris McIntire	Michigan State Police

Members Excused

Larry Stelma	Kent County Sheriff
--------------	---------------------

Kevin Belk Grand Rapids PD

Guests

Karen Chadwick, ENP	Grand Rapids PD
David Kiddle	Grand Rapids PD
Reed Wakeman	Grand Rapids PD
Matt Groesser	Kent County Sheriff
Michelle Young	Kent County Sheriff
Chief Walker	Walker FD
Chief Garcia-Lindstrom	Walker Public Safety
Tony Sorensen	Life EMS
Ms. Herschleb	Life EMS
John Melcher, ENP	Melcher and Assoc.
Ronald Bonneau, ENP	Executive Director

2. Public Comment – None

3. Approval of the Agenda – Motion to approve the agenda of October 28, 2013, as presented made by Getzen

Second by Knapp

Discussion – Holt requested the public hearing on the proposed FY 2014 budget be made agenda item 5A since there were not enough Board members present to constitute a quorum at 9:30AM when the public hearing was originally scheduled. Getzen amended his motion. Knapp amended her second.

Passed 9 – 0 with the public hearing on FY2014 budget added as item 5B

4. Approval of the Minutes – Motion to approve the minutes of September 23, 2013, made by Getzen.

Second by Hoemke

Discussion – Bonneau advised that member Nate Vriesman had called him during the Board meeting of September 23, 2013, but he had his phone off so he did not get the call until after the meeting concluded. Mr. Vriesman had called to ask to be excused due to a business conflict.

Getzen amended his motion to approve subject to Bonneau changing Mr. Vriesman's absence to excused. Hoemke amended his second

Passed with edit 9-0

5. Members Excused – Motion to excuse Larry Stelma and Kevin Belk made by Deschaine

Second by Knapp

No Discussion

Passed 9 - 0

a. **Public Hearing on FY2014 Budget** convened by Chairman Holt.

(added to agenda as a quorum of the Board was not present at 9:30 AM.)

Curtis Holt asked for any public comment on the budget as proposed and published and there was no comment nor questions by the public. Public hearing closed.

6. Public Safety Presentation on Next Generation 9-1-1 and the Nationwide Public Safety Broadband Network (FirstNet) –

John Melcher, ENP made a seventy minute workshop on the future of public safety communications which was well received and answered questions from both board members and our guests. John thanked for coming to the Board meeting from Houston, Tx to help the Board understand emerging technologies and how they may impact 911 service delivery in Kent County.

7. Financial Report Bonneau reported that the report sent to the Board reflects the income and expenses posted through September 30th but he wanted to let the Board know that the current 911 surcharge incomes are actually \$500,594 for State 911 surcharge or 54% of the budgeted income for the first six months of the current fiscal year and \$1,468,473 for Kent County 911 surcharge or 48% of the budgeted income for the first six months of the current fiscal year. Bonneau went on to report that Curtis Holt and he will be meeting with Kent County finance on Weds to discuss dissemination of surcharge income sources.

8. Voucher of Bills (*Motion to Authorize Expenditures and Disbursements as Attached*) *Motion made by Deschaine to approve both the Finance Report and the Payment of Bills as listed.*

Second by Hoemke

No Discussion

Passed 9 - 0

9. Finance Committee Report (Getzen)

- a. Getzen explained that the FY2014 budget had been presented to the Board on September 23, 2013, for discussion, that a public hearing on the proposed budget had been posted in the Grand Rapids newspaper on October 20, 2013 as required by law and that budget was ready for formal approval by the Board. Getzen made a motion to approve **Resolution #26-102813** to Approve the FY2014 Budget as presented to the Public Hearing and post on kent911 web page.

Second by Young

No Discussion

Passed 9 - 0

- b. EMD Update – Bonneau told the Board that the current work on the Priority Dispatch – EMD issue is at Varnum for legal work on the agreement with the three ambulance companies and he is hoping it will be available for approval at the November Board meeting. He also asked Board members if they had any questions on the EMD issues contained in his progress report. The only question was if the ambulance companies had agreed to the cost reimbursements as indicated in the progress report. Bonneau stated they have agreed.

10. KCDA Attorney Selection Process - Curtis Holt explained that the contract with Varnum expires in January 2014 and he is seeking other attorney's to become the KCDA attorney since Varnum has had many conflicts of interest on items KCDA is involved with other Kent County entities. He asked Board members to submit some qualified candidate they have worked with that we can send letters of interest to. He does not want to open the solicitation to any attorney as this is a limited group of attorneys that have experience in government legal issues.

11. Kent IT/GIS

- a. **Kimball Evaluation of Kent GIS data** – Matt Groesser reported to the Board that we have had a telephone conference call with Kimball and have learned the deficiencies they discovered comparing our GIS data to the NENA GIS NG standard. Their initial compliance score was in the mid 80's but they are reevaluating several categories to make sure they made the correct comparisons to the NENA standard. Ongoing project that will be discussed with Kent GIS for correction. We have \$20K left in the budget for work by Kent GIS this fiscal year.
- b. Bonneau explained that we have an agreement with Kent IT/GIS for continuation of services if we do not notify them by October 1st of each year. Bonneau reported that since it is a one year agreement that we need to pass a resolution authorizing the contract renewal. Motion by Hoemke to approve **Resolution #27-102813** which is the renewal of GIS/IT services with Kent County IT for 2014.

Second by Getzen

Discussion – Bonneau directed to compile a report to the Board of the items that Kent GIS has addressed this year. Bonneau explained that the routinely provide this information when each invoice is presented for payment to the Authority but that he can compile the information for the Board at a future meeting.

Passed 9 - 0

12. Replacement of Barry Getzen on KCDA Board due to Retirement Holt

explained that Barry Getzen has announced his retirement and will be leaving the KCDA Board. He advised that Bonneau has sent out letters to the Participating Agencies advising them of the vacancy in one of their representatives to KCDA and asking that they name replacement effective January 2014. Holt thanked Barry for his service to the Board.

13. TAC Reports – (Groesser and Chadwick)

- a. *CAD- Matt Groesser reported that they expect Hot Fix 17.6 to be delivered on November 11th and that we are now expecting another Hot*

Fix 17.7 on December 2nd before we move to version 3.3 in Jan or Feb 2014. Mark Meijer inquired about the CAD to CAD interface schedule for EMD and Matt said that probably will not occur until 2/3Q of 2014.

- b. Radio Project – Karen Chadwick reported the contract with Exelis has been signed and they are working on developing the system design. They have also ordered the manufacturing of the backroom equipment which takes 6 weeks and have ordered the microwave equipment so it can be installed prior to the severe weather. Project is on the time lines we expected. Also GR made a payment to Exelis.*

14. Update and Progress Report from Executive Director: (Bonneau) – Nothing further.

15. Miscellaneous – Curtis advised that the November Executive Committee meeting has been moved from November 11th to November 18th.

Curtis opened up the meeting for further discussion and/or questions to our guest, John Melcher and more topics were discussed including some future engagements that the Board saw value in having Mr. Melcher involved with.

Meeting adjourned at Noon.

Respectfully submitted,
Ronald Bonneau, ENP
Executive Director

Upcoming Meetings (www.kent911.org)

KCDA Executive Committee Meeting
November 18, 2013 at 10 AM (CHANGED DATE)
City of Wyoming, Manager's Conference Room

KCDA Administrative Policy Board Meeting

Monday, November 25, 2013 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	FY	Approval
Wyoming	Fiduciary September	\$1,000.00	2013	Bonneau
Kent GIS	June 2013 IT	\$325.34	2013	Bonneau
Kent GIS	July 2013 IT	\$382.81	2013	Bonneau
Kent GIS	July 2013 IT	\$2,598.59	2013	Bonneau
Kent GIS	Sept 2013 IT	\$21.42	2013	Bonneau
PCS	September 2013	\$5,685.00	2013	Curtis
Karen Chadwick	Travel Reimb APCO Conference	\$146.03	2013	Bonneau
PCS	Adjustment	\$440.62	2013	Curtis
Michelle Young	Travel Reimbursement for Motorola HUG	\$36.97	2013	Bonneau
John Melcher	Travel Reimbursement for Educational Presentation	\$451.10	2013	Bonneau