



**Administrative Policy Board
Monday, February 24, 2014 @ 10:00 AM
City of Wyoming 1st Floor Conference Room, Wyoming, MI**

Draft Agenda

- 1. Call to Order (Holt)**
- 2. Public Comment**
- 3. Approval of the Agenda – February 24, 2014**
- 4. Approval of the Minutes – November 25, 2013**
- 5. Approval of the Special Meeting Minutes – December 27, 2013**
- 6. Members Excused**
- 7. Financial Report (Bonneau)**
- 8. Voucher of Bills** (*Motion to Authorize Expenditures and Disbursements as Attached*)
- 9. Finance Committee Report (Young/Bonneau)**
 - a. FY2013 Budget Discussion
 - b. Rehmann Audit
 - c. Reauthorize the Obligated Projects Fund
- 10. KCDA Board Member Replacement (Bonneau)**
 - a. **Mark Herald – East Grand Rapids Representing the Supporting Entities**
 - b. **Lee Cook – Grandville – Representing Participating Entity of Grandville**

11. Election of KCDA Officers for 2014 – (Holt)
12. KCDA Attorney Selection Process Update (Holt)
13. Executive Committee Appointments for 2014 (2014 Chair)
14. Finance Committee Appointments (2014 Chair)
15. Finance Committee Chair Appointment for 2014 (2014 Chair)
16. Replacement of HP backroom equipment for CAD system – (Bonneau)
17. EMD Assignment Contract – (Bonneau)
18. Renewal of Executive Director Contract for 2014 – (Holt)
19. Computer Room Environmental Issue (Belk)
20. Kent IT/GIS Report (Bonneau)
21. TAC Reports – (Groesser and Chadwick)
 - a. CAD
 - b. Radio Project
22. Update and Progress Report from Executive Director: (Bonneau)
23. Miscellaneous

Upcoming Meetings (www.kent911.org)

KCDA Executive Committee Meeting

March 10, 2014 at 10 AM

City of Wyoming, Manager’s Conference Room

KCDA Administrative Policy Board Meeting

Monday, March 24, 2014 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	FY	Approval
Wyoming	Fiduciary Dec	\$1,000.00	2013	Bonneau
Wyoming	Fiduciary Jan	\$1,000.00	2014	Bonneau

Varnum	Assignment Agreements EMD	\$1,343.20	2013	Bonneau
Wyoming	Fiduciary	\$1,000	2014	Bonneau
Bonneau	Travel Reimb APCO	\$872.27	2013	Curtis
PCS	November 2013	\$5,698.13	2013	Curtis
PCS	December 2013	\$6,185.93	2013	Curtis
Motorola	Fortinet Evaluation	\$6,000.00	2013	Curtis
PCS	January 2014	\$3,120.00	2014	Curtis
Motorola	HP Server Eval	\$6,000.00	2013	Curtis
Kent IT	Estab Path to GR	\$12.62	2013	Bonneau
Kent IT	Sept 2013	\$2,185.94	2013	Bonneau
Bonneau	Reimb Motorola Trip	\$78.66	2013	Curtis
Motorola	CAD Maintenance	\$214,988	2014	Bonneau
Matt Groesser	Reimb APCO Seminar	\$20.72	2013	Bonneau
Kent County	911 Surcharge Distribution	\$509,455.25	2013	Holt
Grand Rapids	911 Surcharge Distribution	\$740,544.75	2013	Holt
Varnum	Misc Legal	\$1,460.00	2013	Bonneau
Van Belkum	SpectraCom Annual Maint	\$1,200	2014	Bonneau

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
FY 2014 Budget	Bonneau	Adopted and Published on Web Site	Completed
Records Retention and Disposal Policy	Bonneau	Preparing Draft for 1 st Review by EC	TBD
State GIS NG project	Bonneau	Evaluating Cost to Correct Deficiencies	In Progress
Media Awareness Project	Bonneau	Developing RFI for Logo Redesign	TBD
5 / 10 year Capital Budget	Finance Committee	Adopted by Board	Completed
New Attorney Selection	Curtis	Awaiting Review	TBD
RFP / Radio Consoles	Team	Awaiting Factory Acceptance Testing	Project Underway
EMD Assignment to Ambulance Providers	Bonneau	Awaiting Board Resolution	Feb, 2014
Motorola CAD Offset Proposal	Team	Finalized	Completed
CAD to CAD interface	Young	In Progress	TBD

CAD Phase I	Curtis	Accepted and Signed Off	Completed
Zetron Paging	Chadwick	Pending Phase II	TBD
KCDA Strategy Meeting	Bonneau	Reviewing Potential Facilitators	TBD
Surcharge Reporting Initiative	Holt Bonneau	Approved by Kent County Attorney	Completed
MMRMA Insurance Renewal	Bonneau	Awaiting Invoice	TBD
Kent GIS Report to Board	Bonneau	Compiling Work Logs	Feb, 2014
CAD Hardware Replacement	Team	Compiling Scope	May, 2014