



**Administrative Policy Board
Monday, October 27, 2014 at 10:00 AM**

City of Wyoming, MI - 1st Floor West Conference Room

Minutes

- 1. With A Quorum Present the Meeting was Called to Order at 10:01 AM by
Chairman Curtis Holt**

Members Present

Curtis Holt	City of Wyoming
Michael Young	City of Rockford
Lee Cook	City of Grandville
Laura Knapp	Grand Rapids FD
David Rahinsky	Grand Rapids PD
Nate Vriesman	Kent County Commission
David Peterson	Plainfield FD
Mark Herald	East Grand Rapids DOPS
Dennis Hoemke	Algoma Township

Members Excused

Larry Stelma	Kent County Sheriff
Mark Meijer	Kent EMS
Chris McIntire	Michigan State Police
Chuck Deschaine	City of Walker

Guests

Matt Groesser	Kent County Sheriff
Scott Brown	Kent County Sheriff
Mark Schneider	AWT
Dick Roberts	Kentwood PD
David Kiddle	Grand Rapids PD
Brent Looman	Kentwood FD
Karen Chadwick, ENP	Grand Rapids PD
Ronald Bonneau, ENP	Executive Director

2. Public Comment - None

3. Members Excused – Motion to excuse Stelma, Meijer, McIntire and Deschaine made by Peterson

Second by Cook

No Discussion

Passed 9 - 0

4. Approval of the Agenda – Motion to approve the agenda of October 27, 2014 made by Herald

Second by Hoemke

No Discussion

Passed 9 - 0

5. Approval of Minutes – Motion to approve the minutes of September 22, 2014 made by Young

Second by Peterson

No Discussion

Passed 9 - 0

6. Financial Report – Bonneau reported that he has been concerned with the lack of income from the State 911 surcharge and so he had made inquiries to the State and to Kent County on when we can expect the last quarter income from that source. The indication is that the State is remitting on time and that Kent

County may have received the funds but are tied up in their accounting office. Bonneau hopes to realize this income, estimated at \$250,000 by the end of October.

7. Voucher of Bills – Motion made to approved the Financial Report and the Voucher of Bills made Hoemke

Second by Cook

No Discussion

Passed 9 – 0

8. Finance Committee Report (Michael Young/Bonneau)

a. **MSP Interface** - Bonneau explained that due to a change in software platforms for P1 CAD due in Version 3.4 that a potential solution for the MSP interface might be available. Thus the PSAPs and Bonneau wish to leave the interface in the current contract rather than to delete it from Phase II as we earlier discussed. Board concurred

b. **FY2015 Budget** - Curtis advised the Board that the proposed FY2015 budget has been developed by the Finance Committee over several months, has been presented to the Policy Board twice for comments and revision,s was legally posted for a Public Hearing and a Public Hearing was held where there were no comments received. Motion made to approve **Resolution #27-102714** to approve the FY2015 Budget as presented and post it to kent911.org. by Young

Second by Hoemke

No Discussion'

Passed 9 - 0

9. Strategy Meeting – Bonneau stated that there may be a Survey Monkey sent out to the Board members and the PSAPs that has been developed by Melcher and Bonneau to learn about the interest levels of the various topics available for discussion at the meeting on December 15th. The survey monkey should be completed and sent it within the time frame eso that Melcher will have adequate time for development of a game plan for the strategy meeting on December 15th. Holt advised the Board tht the meeting will begin at 9 AM with a half hour Board

meeting and then the Strategy Session will begin at 9:30 AM until 4 PM. The meeting will be held at the Wyoming Public Library and lunch will be provided by KCDA.

10. TAC Reports – Matt Groesser and Karen Chadwick gave progress reports on the 3.3.1 version of CAD that has been delayed to December due to two outstanding issues that the PSAPs feel need resolution so that V3.3.1 can be loaded into production and accepted. Motorola is determining if those issues can be corrected so the Dec date is still in question. The delivery of 3.3.1 is considered a milestone by Motorola and will trigger another payment, so the acceptance of this Version is important to the project completion.

a. Motorola CAD Phase II Discussion – Interfaces are moving forward but due to the Buss Proposal it will not get finished until the Version 3.4 release meaning that the Phase II of the P1 CAD project will not be completed this fiscal year.

i. CAD - CAD Interface for Ambulance Companies

ii. CAD – MUM Interface

iii. CAD – Zetron Interface

11. Update and Progress Report from Executive Director: Bonneau emphasized the 3rd Notice by the FCC on Indoor Location Accuracy where they have proposed new location standards for wireless Phase II calls. The comment period is open for interested parties to file comments. The comment period is scheduled to close November 14th.

12. Miscellaneous – Curtis advised the Board that he is contemplating cancelling all KCDA meetings in November and having a short Policy Board meeting on December 15th prior to the Strategy Session. He will advise.

Adjourned 10:33 AM

Respectfully Submitted

Ronald Bonneau, ENP

Executive Director

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee Meeting

Non Scheduled for November

KCDA Executive Committee Meeting

November 10, 2014 at 10 AM

City of Wyoming, Manager's Conference Room

KCDA Administrative Policy Board Meeting

November 24, 2014 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	Line Item	Approval
Master Card	Pizza for TAC mtg	\$103.55	956.000	Bonneau
John Melcher	Facilitator Contract	\$750.00	801.000	Curtis
Wyoming	Fiduciary Fee	\$1,000.00	801.005	Bonneau
MiDeal	HP Workstations GR	\$31,893.47	984.927	Bonneau
Kent IT	GIS support	\$270.79	807.000	Bonneau
Master Card	Registrations Looman, Prince, Chadwick	\$2,385.00	860.000	Bonneau
MiDeal	HP Workstations KC	\$39,264.56	984.927	Bonneau
MasterCard	Pizza for TAC	\$103.55	956.000	Bonneau
ATT	KC Cassidian 2015 Maint	\$55,845.00	930.000	Bonneau
ATT	GR Cassidian 2015 Maint	\$50,956.00	930.000	Bonneau
Ron Bonneau	Meal Reimb KC	160.01	860.000	Curtis

PCS	Executive Director September	\$5,542.50	810.000	Curtis
Ron Bonneau	NDC Travel Reimb	\$1,115.00	860.000	Curtis
Motorola	HP Hardware Maint	\$9,874.00	930.000	Bonneau
Kent IT	GIS Support Sept	\$517.28	807.000	Bonneau
Karen Chadwick	Travel Reimb MUG	\$87.47	860.000	Bonneau
Sylvia Prince	Travel Reimb MUG	\$93.14	860.000	Bonneau
Dickenson – Wright	Legal Opinion	\$160.000	801.021	Bonneau
Jerry Yntema	Travel Reimb MUG	\$34.89	860.000	Bonneau
Brian Looman	Travel Reimb MUG	\$25.59	860.000	Bonneau

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
State GIS NG project	Bonneau	Evaluating Cost to Correct Deficiencies	In Progress
MSP Interface	Bonneau	Pending Development of New Enterprise Solution in Version 3.4	TBD
Smart911	Bonneau /Team	Awaiting Strategy Session	TBD
FY 2015 Budget	Bonneau/ Finance Committee	Public Hearing Review	October 2014
CAD to CAD interface	Young	In Progress	TBD
DECCAN interface	Young	In Progress	TBD
KCDA Strategy Meeting	Bonneau	Scheduled to Dec 15 th	Dec 2015

Surcharge Reporting Initiative	Holt Bonneau	Awaiting Mtg with Kent County Counsel	TBD
Public Education Program	Bonneau	Interim 9-1-1 Exhibit in Place for Children at GRCM	In Progress
Facilitator	Bonneau	Melcher Sending Contract	TBD