

**MASON-OCEANA 911 BOARD
MEETING MINUTES
DATE: AUGUST 17, 2016**

PRESENT: Mark Barnett Bob Farber Kevin Walk
Matt Bryant Greg Frick Bob Walker
Jodi Hartley for Kim Cole Laude Hartrum Matt Kanitz for Jeff White
Lance Corey Wally Taranko

STAFF: Ray Hasil
Todd Myers
Connie Blaauw

GUEST: Jim Duram

MEETING CALLED TO ORDER: Meeting called to order by Chairman Farber at 10:08 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA: Director Hasil asked to amend the Agenda, adding September Meeting date. Walker request to add an update on the City of Hart TIF, under Old Business.

Motion by Barnett and supported by Walk to approve the Agenda with above amendments. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous Board Meeting were presented. Hartrum was left off as a new Board Member replacing Leimback as Chief representative for Oceana County.

Motion by Taranko and supported by Corey to accept the July 17, 2016 Board Meeting Minutes with the amendment listed above. Voice Vote. Motion Carried.

TREASURER'S REPORT: Treasurer's Report for the Month of July, 2016, presented by Walker.

Total Revenues: \$118,641.13

Total Expenditures: \$82,784.92

Fund Balance July 31, 2016: \$418,827.21

Motion by Barnett and supported by Corey to accept the Treasurer's report and to approve the payment of claims for August in the amount of \$548.05. Voice Vote. Motion Carried.

COMMITTEE REPORTS: None

DIRECTOR'S REPORT:

Personnel

- Trainee Jonathan Hughart enters his shadow phase this week and will be released close to Labor Day.

Approved 9/20/16

- As an indirect result of a part-time employee termination we were requested by MERS to conduct an audit going back as many years as we could to correct a deficiency in how we were reporting whether or not employees were meeting the monthly minimum of 60 hours for credit with MERS. The audit affects 4 employees total, three of which are full time. There are no longer any part-time employees participating in MERS.
- Ray and Todd participated in a 3-day Communication Exercise, or COMMEX, in Mt Pleasant. The training was conducted by the DHS Office of Emergency Communication (OEC) Interoperable Communications Technical Assistance Program (ICTAP) at the request of the state's Communications Unit Work Group. Ray is a vetted COML, COMT & AUXCOM. Todd is a vetted COML. Both participated as part of the Exercise Planning Team (EPT) that provided the opportunity for 8 COML's and 7 COMT's to complete their Position Task Book (PTB), a requirement of the State of Michigan's vetting process.
- Ray was keynote speaker at the 9th annual Blessing of the Badges in Ludington.
- Ray attended the July 28 MCTOA meeting.

Collaboration Projects

- CGAP
 - West Proposal: initial configuration training was conducted and project status calls are every two weeks until implementation mid-September. There are still a lot of moving parts to meeting the implementation deadline at the end of September.
 - Mason-Oceana Admin Phone System: the new phone system will be installed next week. The new virtual server has been installed and Todd is working with our telephony vendor NSOIT to make the transition as smooth as possible. One problem area is the building intercom system that opens and shuts doors. Worst case scenario is we will keep our old Nortel system until the door issues are resolved.

Other Projects

- Merit Fiber- conversations between Merit and PFN have broken down and each is blaming the other. Unless there is objection I will be reaching out to Charter for a quote on a 1-year contract in an effort to reduce our monthly cost for internet/phone service, which is \$1,800.
- EMD v13.0- no updates.
- Parking lot concrete- updated bid information is available and Todd will speak to the changes and make a recommendation.
- Network security upgrades- no updates, dependent on internet service changes.
- Building access upgrades- on hold for the admin phone system upgrade. We have a quote from NSOIT for \$2,735.91 for four door strikers that would integrate with the new ShoreTel system but we are considering different solutions and should have more info for the September meeting.

Other Updates

- MDR-8000 microwave sale- no update.
- Mic fee dispute- no status change.
- Our 2006 Impala with 140,000 is showing signs of steady repairs. The water pump had to be replaced and the engine is starting to burn oil. Lower control arm bushings, sway bar is cracked, and one rear strut is making noise. The check engine light is on because of an emissions valve.
- State 911 funding legislative changes activity- e-mailed direct to 911 Board.

Parking lot concrete - Myers stated after contacting the companies who had previously placed bids for the work, three companies stayed with their first quote. Two companies chose not to re-submit a bid. Myers recommends

Ruggles as they will be removing 2' of clay and fill with gravel, 6" of concrete as well as using wire mats and rerod. After research Myers feels the work Ruggles quoted is preferred, their quote is \$5,100.00.

Motion by Walker and supported by Barnett to accept the \$5,100.00 bid from Ruggles. Voice Vote. Motion Carried.

Regarding the 2006 Impala, Barnett requested Hasil to look into rates to replace, fix and/or lease a vehicle. Hasil said he would have those figures prepared for the budget meeting.

OLD BUSINESS:

Walker reported he is going to the new Equalization Director to get an opinion on the City of Hart TIF (Tax Increment Financing). Hasil asked if a dollar amount has been determined yet and Walker stated it has not.

NEW BUSINESS:

Smart911 – In a previous meeting the Board decided not to pursue Smart911. The State is now giving all PSAPs the option of one year of full service vs. the basic service that was offered earlier. After further discussion it was determined to have a representative from Smart911 as well as Muskegon County Director come and speak to our communications committee regarding the service.

Millage Levy – A recommendation from the Board is required for both Mason and Oceana Counties for the upcoming December 2016 tax roll.

Motion by Barnett and supported by Walker to recommend and request the full amount of 0.14 mills be levied in both Mason and Oceana Counties for the December 2016 tax roll. Voice Vote. Motion Carried.

September Board Meeting – Hasil requested the September Board Meeting to be moved to Tuesday, September 20th, as the APCO Conference starts on Wednesday, September 21st, which is our regular scheduled date.

Motion by Walk and supported by Taranko to move the September Board Meeting to Tuesday, September 20th, at 10:00am. Voice Vote. Motion Carried.

PageGate – Hasil stated that the notifications are taking 3 to 5 minutes from the time they are sent till they are received. Hasil will continue to look into the issue.

U.S. Coast Guard – With recent water rescue incidents there have been lack of ability to communicate with the Coast Guard. They do have 800 radios but are not using them. Farber stated he plans on setting up a meeting with the Administration at the Ludington Coast Guard Station to discuss the issue.

There being no further business the meeting was adjourned at 11:38 a.m.

NEXT SCHEDULED MEETING: September 20, 2016 at 10:00 a.m. at the Mason-Oceana 911 Conference Room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary

Approved 9/20/16