

**MASON-OCEANA 911 BOARD
MEETING MINUTES
DECEMBER 20, 2017**

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

ABSENT: None

STAFF: Ray Hasil
 Todd Myers
 Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Chairman Barnett at 10:01 a.m.

CITIZEN PARTICIPATION: None.

APPROVAL OF AGENDA:

Motion by Walk and supported by Corey to approve the Agenda as presented. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING:

Minutes were presented within the Board packet.

Motion by Corey and supported by Taranko to accept the November 8, 2017 Board Meeting Minutes. Voice Vote. Motion Carried.

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

Total Revenues: \$216,148.44

Total Expenditures: \$100,433.69

Fund Balance: November 30, 2017: \$540,013.72

Motion by Lance and supported by Mast to accept the Treasurer's report and to approve the payment of claims for December in the amount of \$94.95. Voice Vote. Motion Carried.

COMMITTEE REPORTS:

The Personnel Committee met on November 28th and December 8th, 2017 and the following motion was recommended to be passed on to the full Board. "Motion by White and supported by Hartrum to recommend to the full Board, that the Director review the current job description for the IT/Operations Manager position and to direct the Finance Committee to put together a wage schedule in anticipation of developing a job position. Voice Vote. Motion Carried."

Approved: 1/17/18

Motion by Taranko and supported by Corey that the Director review the current job description for the IT/Operations Manager position and to direct the Finance Committee to put together a wage schedule in anticipation of developing a job position. Voice Vote. Motion Carried.

DIRECTOR'S REPORT:

Personnel

- Employment was extended to two part-time candidates. Both accepted but one backed out after finding employment as a road deputy for Lake County. The second candidate is on step 1 of training.
- Todd Myers is one of two finalists for the position of Kalamazoo County Consolidated Dispatch Authority Information Technology.
- Ray Hasil has completed a phone interview and has two interviews in January for the position of Executive Director at Charlevoix Cheboygan Emmet Central Dispatch.

Collaboration Projects

- SIP cuts- we are on schedule to cut to SIP lines during the week of January 15.
- Meceola Multinode- the join will take place during the week of March 19.
- West maintenance training- West maintenance training took place December 11-15. Todd, Jason Wolford of Newaygo CD, Terry Vogel and Jack Boden of Meceola CD, Montcalm Co, and 3 persons from NSOIT attended the training.

Other Updates

- FirstNet- no update
- Mic Fee Credits- a balance of approximately \$185,000 will expire on 10/1/19.
- HealthEquity- our migration from TASC to HealthEquity for HSA funds is complete. The switch will save \$1,000 per year.
- AFLAC- our AFLAC met onsite with everybody that was wanting to speak about AFLAC coverage.
- Network Security- Ray and Todd attended a "Network Security on a Shoestring Budget" workshop hosted by Merit.
- 911 Plan Update- updating our 911 plan will be a fairly involved process that requires clerks to send certified mail to every government body in each county.
- ONESolution MCT- our implementation is proceeding slowly.
- Pre-Alerts- the CTO group has completed all changes to our nature codes and we are ready to develop training to bring all staff current to both nature code changes and pre-alerting.

Motion by Mast and supported by Corey to accept the Director's report. Voice Vote. Motion Carried.

OLD BUSINESS: None

NEW BUSINESS:

Netclock bids were presented in the Board packet, Director Hasil is recommending that we accept the bid from Spectracom in the amount of \$6,380.00.

Motion by Hartrum and supported by Walk to approve the bid from Spectracom in the amount of \$6,380.00. Voice Vote. Motion Carried.

Building Access quote approval, Director Hasil presented the quote for phase II of III from NetSource One. Phase II is quoted at \$13,967.64, this was worked into the 2018 budget, and is coming in under budget.

Motion by Corey and supported by Bryant to approve phase II of the building access project with NetSource One in the amount of \$13,967.64. Voice Vote. Motion Carried.

CLASS account, Hasil questioned if we want to move more money into our CLASS account. Barnett asked when we plan to pay off our Bond with Mason County. Hasil stated that is planned to take place in February of this year. Barnett stated he believes we should not move any further monies until after the last Bond payment is made then re-address at our March 2018 meeting.

Tower Top Amplifier (TTA) In-Building Coverage Study. Hasil presented diagrams of the current coverage with no TTA's and the coverage with TTA's added. There is a cost of \$40,000. per site. Barnett asked if the DNR has any plans to update that would possibly cover the cost. Mast stated he has a meeting on 12/20/17 with the DNR and he will discuss this possibility with them.

Newaygo County purchase of 800 MHz mic fee credits. Newaygo County is in template time out, they owe approximately \$30,000. Hasil purposes that we set a Communications Committee meeting to discuss selling off some of our credits. MPSCS has stated in writing that they are okay with this idea. Communications will address this issue.

Motion by White and supported by Taranko to go into closed session to discuss the offer Myers received for an IT position with Kalamazoo County Consolidated Dispatch Authority. Voice Vote. Motion Carried. Closed session began at 10:57 am.

Motion by Taranko and supported by Corey to call the meeting back into open session at 11:49 am. Voice Vote. Motion Carried.

Barnett asked Myers to give an absolute dollar request in order to stay on at Mason-Oceana 911. Myers asked if he could take a few minutes before answering. Meeting went into recess while Myers take a few minutes. Myers came back to the Board, stating it is a very hard decision, but he would not take the position with Kalamazoo if he paid \$75,000. a year with four weeks of vacation time. Barnett stated he appreciates Myers however that amount is higher than what the Board feels is their maximum. Myers stated he would work remotely with Mason-Oceana 911 while in transition if needed. Everyone on the Board wished Myers well.

There being no further business the meeting was adjourned at 12:07 p.m.

NEXT SCHEDULED meeting will be January 17, 2018 at 10:00 a.m. at the Mason-Oceana 911 Conference Room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary