

MASON-OCEANA 911 BOARD
MEETING MINUTES
Date: July 15, 2015

PRESENT: Mark Barnett Greg Frick Bob Walker
Matt Bryant Dan Leimback Jeff White
Lance Corey Wally Taranko Steve Hansen for Kim Cole
Bob Farber Kevin Walk

STAFF: Ray Hasil
Todd Myers
Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Chairman Farber at 10:03 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA: Motion by Barnett and supported by White to approve the agenda as presented. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous Board Meeting were presented.

Motion by Frick and supported by Leimback to accept the June 17, 2015 Board Meeting Minutes as presented. Voice Vote. Motion Carried.

TREASURER'S REPORT: Presented by Treasurer Corey.

Treasurer's Report for the Month of June, 2015. Total Revenues: \$37,089.34

Total Expenditures June, 2015: \$230,671.40

Fund Balance June, 2015: \$530,244.44

Motion by Taranko and supported by Leimback to approve the payment of claims for July in the amount of \$486.39. Voice Vote. Motion Carried.

Motion by Leimback and supported by Taranko to approve the request for Intradepartmental Transfer of Funds as presented. Voice Vote. Motion Carried

Motion by Taranko and supported by Leimback to accept the Treasurer's Report. Voice Vote. Motion Carried.

COMMITTEE REPORTS:

Communications Committee Meeting was held on July 8, 2015, minutes included in Board Packet. Also, Finance Committee Meeting was held at 9:30 am this date. Director Hasil informed the Board that per Communications and Finance Committees the purchase of NICE Recording System was recommended in the amount of \$33,510.00 and will take place in this 2015 budget year to coincide with the Radio Installation. Per the two Committees cost savings on other projects budgeted in 2015 will come in well below projected cost and there will be enough funds in the line item to cover this purchase.

DIRECTOR'S REPORT:

Personnel

- Retiree Kris Kokx has been re-hired as a part-time employee with a maximum allowable 720 hours worked at 911 per calendar year.

Collaboration Projects

- SRMS/Multibridge/NetMotion Consolidation (Momentum project)
 - Mason Co cutover begins today and tomorrow.
- CGAP
 - Our bandwidth with Charter had to be increased due to speed problems caused by project Momentum. The increase has been bumped to 50 Mbps service to also allow a backup connection for Newaygo. The additional cost is \$200/month.
 - The cutover occurred as planned. There is a lengthy list of cleanup items for Todd but overall things are going well. There has already been a microwave outage that tested Newaygo's backup procedures and things went very well with that respect.

FOIA

- The Mason-Oceana 911 FOIA Policies and Guidelines document has been corrected and is ready for Board approval.

Other Projects

- The copy machine had to be replaced. Our new machine came cost \$5,731. Copies costs are:
 - Black & White
 - (Old) \$0.01335 per page vs (new) \$0.01 per page
 - Color
 - (Old) \$0.12128 per page vs (new) \$0.059 per page
- Smart911- Ludington has signed with Rave's Panic Button software and there will be a PC at 911 re-tasked to install the necessary equipment for 911.

Public Relation Projects

- New logo- 911 worked with a logo designer to create a new logo that can be applied to everything from business cards to patches to PR table covers.
- Weather station- a commercial grade weather station is online and feeding data to hundreds of weather modeling collectors including NWS. The station can be accessed by anyone at <http://www.wunderground.com/personal-weather-station/dashboard?ID=KMIPENTW5>

- The live webcam is installed and streaming a live video feed. We have already captured an impressive weather event and once the feed quality is improved I anticipate exposure on TV stations around west Michigan. <http://www.ustream.tv/channel/mason-oceana-911>

OLD BUSINESS:

FOIA Policy Amendment. The FOIA amended policy was email to all members. Walker stated on page 1, 5th paragraph. The words "Mason-Oceana 911 Director" should be changed to "Mason-Oceana 911 Board". A discussion was held. Also, amend the word "Policy" to read "Procedure".

Motion by Barnett and supported by Walker to accept the revised Mason-Oceana 911 FOIA Procedures and Guidelines. With the two changes mentioned above, "Mason-Oceana 911 Director changed to "Mason-Oceana 911 Board" and "Policy" changed to "Procedure." Voice Vote. Motion Carried.

NEW BUSINESS:

Building/Image Improvements. A list was included in the Board packet. After discussion it was determine to hold off on the larger items listed until the planning of the 2016 budget discussion. But to go ahead with, Shampooing the carpets in the entire building at a cost of \$469.00. Deep cleaning of the windows and hall walls at the cost of \$275.00. Sealing the South and East doors at a cost of \$477.00. Trim shrubs, de-weed and mulch at the cost of \$300.00. And sill repair in Conference room and Exercise Room at a cost of no more than \$500.00. Walker stated he would abstain from voting as He or his family member may be bidding on the sill work.

Motion by Barnett and supported by Frick to approve the above listed work in the total dollar amount of \$2,021.00. Monies to come from the Building repair and maintenance line item. Voice Vote. Motion Carried.

A discussion was held on a request for an additional \$1,000.00 to be added to the Uniform Budget.

Motion by Barnett and supported by Frick to cover up to an additional \$1,000.00 with money in the current budget line item for Uniforms and Accessories. If any overage, it will be covered with a budget amendment. Personnel Committee will approve the new uniform. Voice Vote. Motion Carried.

There being no further business the meeting was adjourned at 11:44 a.m.

NEXT REGULARLY SCHEDULED MEETING: August 19, 2015 at 10:00 a.m. at the Mason-Oceana 911 Conference Room located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary