

**MASON-OCEANA 911 BOARD
MEETING MINUTES
DATE: NOVEMBER 18, 2015**

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

ABSENT: Dan Leimback

STAFF: Ray Hasil
 Todd Myers
 Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Chairman Farber at 10:04 a.m.

CITIZEN PARTICIPATION: None.

APPROVAL OF AGENDA: Motion by Corey and supported by Walk 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 Taranko and supported by Corey to accept the November 18, 2015 Board Meeting Minutes as presented. Voice Vote. Motion Carried.

TREASURER'S REPORT: Presented by Treasurer Corey.

Treasurer's Report for the Month of October, 2015. Total Revenues: \$63,068.91

Total Expenditures October, 2015: \$277,691.58

Fund Balance October 31, 2015: \$411,967.41

A 3-year projection of Revenue and Expense Planning was presented by Director Hasil as requested at the October Board Meeting. There were questions if any large projects are expected within the next ten years. Hasil stated 10-15 years out we would be looking at updating the phone and radios. Barnett and Corey questioned if we could estimate the cost and divide it over the next ten years. Hasil will work on something to be presented at a future meeting.

Motion by Walk and supported by Cole to approve the payment of claims for November in the amount of \$210.58. Voice Vote. Motion Carried.

Motion by Walker and supported by Walk to approve the Treasurer's report. Voice Vote. Motion Carried.

COMMITTEE REPORTS: None

Approved 12/16/15

DIRECTOR'S REPORT:

Personnel

- Our trainee is in the second of four phases and progressing well.

Collaboration Projects

- CGAP
 - Dispatcher Chris Ernst continues to build and manage notification lists in PageGate. 911 staff has been trained on how to perform notifications and understands that PageGate is the future of list notifications from 911 to specialty groups.
 - The E911 RFP closes this Friday, November 20 at end of business day. A NEMO committee meeting on Wednesday, December 2 at 1:00 at Newaygo Co will choose our solution.
- PFN
 - Most of the conduit and mule tape has been run for the PFN fiber. We expect the fiber to be run to our building by the end of next week. This is great news and I hope to RFP new internet and non-emergency phone service before the end of the year.
- Motorola/MPSCS
 - Motorola will be performing a network security analysis at our facility on December 3 & 4. The analysis will identify network security vulnerabilities and shortfalls. MPSCS joined the analysis to widen the scope of the analysis to include all MPSCS equipment onsite as well.

Other Projects

- 7500 Radio Consoles- all major issues with the new consoles have been resolved, including implementation of the NICE IP logger. An independent 'R56' audit verified the installation and noted a couple shortfalls that have been corrected. Fire/EMS paging continues to transmit brief squelch trips. We haven't definitively identified the source or cause but have a plan to proceed. Other minor cleanup issues are covered with Motorola on weekly conference calls.
- NICE- the telephone recording system was successfully upgraded on Friday, October 30. The upgrade allows a single interface for both NICE radio IP logger on the new radio system, telephone recordings and future NextGen 911 capabilities. The new system will also allow agencies to review audio recordings with an enhanced graphical interface.
- Smart911 will demonstrated to the Mason Co School Safety Planning Team at its December 9 meeting. The meeting will take place at Mason-Oceana 911 and will allow demonstrations of PageGate notifications as well as how the Smart911 interface looks to a 911 dispatcher.
- MPSCS remediation project- we will meet with MPSCS supervisor Dennis Fountain this afternoon. The meeting will outline the replacement of Mason-Oceana's microwave equipment. New equipment has already been delivered and is staged in the server room. In time the remediation project will upgrade microwave transmitter equipment on every MPSCS tower.

- 800 MHz paging is on the horizon and at least one area fire department received a quote of \$458 yesterday for an 800 MHz pager. I have reached out to MPSCS for an update on the status of beta testing.

OLD BUSINESS:

Director Hasil presented the Uniform Policy with the changes requested at the October Board Meeting. On page 2 of the policy, very first sentence the word “issued” to be changed to “issues”, and the last paragraph to read:

- Attendance at Events

Whenever possible Mason-Oceana 911 employees attending events as representatives of Mason-Oceana 911 should follow the same dress code. The Mason-Oceana 911 Director or designee shall determine the dress code for an event. If the Class B uniform is donned by one employee it should be donned by all at an event. Exceptions to this requirement may be allowed if approved by the 911 Board Chair for special circumstances.

Motion by Taranko and supported by Barnett to approve the Uniform Policy. Voice Vote. Motion Carried.

NEW BUSINESS: None.

There being no further business the meeting was adjourned at 11:05 a.m.

NEXT REGULARLY SCHEDULED MEETING: December 16, 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