

**MASON-OCEANA 911 BOARD
MEETING MINUTES
February 15, 2017**

PRESENT: Mark Barnett Greg Frick Kevin Walk
Matt Bryant Laude Hartrum Bob Walker
Kim Cole Craig Mast 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 Barnett at 10:18 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA:

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

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

Motion Cole and supported by Frick to accept the January 18, 2017 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER'S REPORT: Treasurer's Report for the Month of January 2017, presented by Walker.

Total Revenues: \$92,858.25

Total Expenditures: \$150,617.67

Fund Balance January 31, 2017: \$546,070.52

Motion by Hartrum and supported by Walk to accept the Treasurer's report and to approve the payment of claims for February in the amount of \$561.71. Voice Vote. Motion Carried.

COMMITTEE REPORTS: TAC Committee met January 25, 2017 minutes were provided.

Hasil gave an overview; the committee met again this morning to go over the wrecker policy. The TAC committee plans to have a final copy for approval at the March board meeting.

DIRECTOR'S REPORT:

Personnel

- Jonathan Hughart is going from full-time to part-time. Part-time employee Danielle Lloyd was offered and accepted the full-time vacancy.

- 7 part-time candidates were interviewed for part-time positions and 3-4 will be hired. I am hopeful all new part-time employees will be trained and available to work shifts by the end of June.
- Ray was one of 8 recipients of a 2016 Interoperability Person of the Year award. The award was given by Michigan's Statewide Interoperability Coordinator and shared with others in Michigan's Communications Unit Work Group (COMU WG) for work done throughout 2016.

Collaboration Projects

- Ray is working with DHS's Office of Emergency Communications (OEC) and MSP's Emergency Management and Homeland Security Division (EMHSD) to instruct a Communications Unit Leader (COML) course for the State of Michigan in April.

Other Updates

- Texting to 911 (TXT2911)- requests to wireless carriers to receive 911 texts in both counties have been initiated.
- Building Access- phase I will be implemented soon
- Merit Fiber/Network Security Upgrade- we are cutting over to Merit fiber and our new firewall today and the remainder of this week.
- EMD v13.0- Oceana County's Medical Control Board has approved the new protocols and I am hopeful Mason County's Medical Control Board will follow suit this afternoon. All 911 telecommunicators will need to go through training before the new protocols can go live.
- Communications Training Officer Group- meeting one is complete and a second meeting was held yesterday to work through the logistics of training new part-time employees.
- Policy Group- meeting one is complete and a second meeting is planned tomorrow.

Community Outreach

- Ray is gearing up for Smart911 public outreach. Our first presentation is planned for the Mason Co Township Officers Association (MCTOA) meeting on April 20.

OLD BUSINESS:

White asked if there was a draft started for the Use of Vehicle Policy. Hasil stated he has contacted both Mason and Oceana County Sheriff Departments for a copy of their policy to model one for Mason Oceana 911. Hasil stated he will have something drawn up by March for the Personnel Committee to discuss.

Barnett asked what response was received from our Attorney Doug Vanessen, regarding the cease and desist letter received from Eagle Towing. Hasil reported our Attorney referred him to our Insurance Company (MMRMA). MMRMA suggested we not respond to the letter.

NEW BUSINESS:

Three proposals for Audit Services were distributed to the Board members on February 8th, 2017. Hasil recommends accepting the proposal from Gabridge & Company, due to their price as well as the recommended they were given by Oceana County Commissioner Sobie, Sheriff Mast and Pentwater Township. Walker stated Oceana County just signed another three-year agreement with Gabridge & Company.

Motion by Corey and supported by Walker to accept the three-year contract presented by Gabridge & Company. Voice Vote. Motion Carried.

Telephone surcharge levy request to both Counties. Hasil recommends we remain at the same amount of \$2.09 as collected last year.

Motion by Walker and supported by Mast to approve the request of the full \$2.09 telephone surcharge levy to both Mason and Oceana Counties. This amount is the same rate as last year. Voice Vote. Motion Carried.

Remaining HSA funds release request vote by email on 1/27/17, due to an employee emergency situation. Out of the nine responses received, all nine supported releasing the remaining funds to the employee. Chairman Barnett gave permission for an immediate release, with follow up at the next Board meeting. Barnett requested a post event vote regarding the email on 1/27/17 to release HSA funds to the employee as requested.

Motion by Corey and supported by Cole to the approval of the release on 1/27/17 per email vote, for an employee's HSA funds due to an emergency situation. Voice Vote. Motion Carried.

A second employee has requested their remaining 2017 HSA contributions on the next Pay Day, 3/3/17.

Motion by Hartrum and supported by Mast to approve the release of the requesting employee's HSA funds on 3/3/17. Voice Vote. Motion Carried.

There being no further business the meeting was adjourned at 10:44 p.m.

NEXT SCHEDULED meeting will be March 15, 2017 at 10:00 a.m. at the Mason-Oceana 911 Conference Room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary