

**MASON-OCEANA 911 BOARD
MEETING MINUTES
SEPTEMBER 12, 2018**

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

ABSENT: Dan Yost

STAFF: Ray Hasil
 Todd Myers
 Connie Blaauw

GUEST: None

MEETING CALLED TO ORDER: Meeting called to order by Barnett at 10:00 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA: Agenda was presented as part of the Board packet.

Motion by Walk and supported by Frick to approve the agenda as presented. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING: August Board minutes were presented within the Board packet.

Motion by Taranko and supported by Cole to accept the August 15, 2018 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER'S REPORT: Walker presented the Treasurer's report for August 31, 2018.

Total Revenues: \$264,367.57

Total Expenditures: \$137,156.35

Fund Balance as of August 31, 2018: \$758,274.59

Motion by Mast and supported by Walk to accept the Treasurer's report and to approve the payment of claims for September in the amount of \$93.40. Voice Vote. Motion Carried.

COMMITTEE MEETINGS:

Cole gave a report from the Personnel Committee meeting that was held on September 5, 2018. The following recommendations were passed on to the Finance Committee.

Approved: 10/17/18

The Personnel Committee recommended the following 2019 employee increases to the Finance Committee:

- 2% increase for all staff except Director
- Restore 2 Supervisor positions
- Increase Trainee wage by \$1.12 from \$13.88/hr. to \$15.00/hr.
- Increase annual holiday pay check for non-salaried full-time employees to 96 hours
- Director salary for 2019 \$66,402.

Walker gave a report from the Finance Committee that was held today, September 12, at 9:00 a.m. The Finance Committee reviewed the proposed budget for 2019, which included the 2019 Personnel Committee recommendations (listed above). The Finance Committee agreed with the Personnel Committee and recommends to the full Board the 2019 employee increases listed above.

Walker advised that we need to set a Budget Hearing for our proposed budget prior to the approval. It was discussed that we could hold the hearing at the beginning of our October Board meeting. Further discussion was held.

Walker stated the Finance Committee recommends to the full Board, that we move our current balance in Money Market funds over to a 12-month CD at the rate of 2.3% through Safe Harbor Credit Union.

Barnett stated the 2019 budget will be addressed under New Business. After discussion the following motions were made.

Motion by Taranko and supported by Walk to approve the recommendation by both Personnel and Finance Committees the above employee increase for 2019. Voice Vote. Motion Carried.

Motion by Walker and supported by Mast to move our current balance in Money Market funds over to a 12-month CD at the rate of 2.3% through Safe Harbor Credit Union. Voice Vote. Motion Carried.

DIRECTOR'S REPORT:

Personnel

- We are starting our part-time hiring process this fall.

Collaboration Projects

- SIP cuts- we have just 4 carriers left: AT&T, Frontier, TDS Telecom and Windstream.
- Mid Mitt- Meceola, Newaygo & Mason-Oceana have met and have a new Intergovernmental Agreement draft for the addition of Wexford and Clare. It will need to be approved by all participating parties.

Other Updates

- CAD has gone from OSSI to Sungard to Superior. Now Superior has been merged with TriTech, Zuercher and Aptean to form a company called Central Square Technologies. We do not know how this will affect our ONESolution products.
- Lightning Strike- 911's tower sustained a lightning strike on the evening of Sunday, August 26. Several security cameras were knocked out again, including the Pan-Tilt-Zoom tower camera.
- Weather Events- the rain and high winds that rocked Mason Co and northern Oceana Co on August 28 overwhelmed 911 for two hours. The 3-man crew increased to 5 early on in the storm and logged 218, 154

& 100 incidents from 7-8, 8-9 & 9-10 respectively. 911 has completed a post-incident review with Oceana Co and will soon do the same with Mason Co.

- Prank CSC call- Hart PD advised that MSP was able to locate the caller out of state. She was arrested and is charged with doing something similar in other states.
- Oceana EMS- 911 is meeting with Life EMS this afternoon to go through remaining open issues for Life EMS responding in Oceana County. The change takes place on October 1.
- Blarney Castle has matched the Oceana County rate of \$1.25 per gallon. We prefer to stay with Blarney Castle because we don't own the tanks, and a crane is required to remove them from our yard.

Long-Term

- LEIN Audit- we are still awaiting a response from LEIN field services on whether we can wait until 2019 to implement an intrusion detection system. A quote from NSOIT for a single firewall option was quoted for approximately \$4,500 plus \$75/month.
- MPSCS 7.17 Upgrade- the time server issue was finally resolved.
- Mic Fee Credits- a balance of approximately \$185,000 will expire on 10/1/19.
- 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- Todd is slowly working on this again. There are still a lot of complaints about product stability.
- Star Hill TTA- no update until the fall.
- Line item migration to state mandates- Connie has started working on a migration of our existing line item codes to new, State mandated codes. There will be quite a few changes and we're trying to figure out the best timing of them because budgeting for 2019 has begun.
- The 911 Paging Informational Meeting is Tuesday, October 2 at the Pentwater Friendship Center, 310 N Rush St, Pentwater. The meeting will present the current status of Fire/EMS paging in both counties along with information on two different options to replace the aging system.
- 911 Millage- if there is to be a 911 millage on the ballot to renew or replace the existing, Mason Co Clerk Cheryl Kelly recommends (and Fabian Knizacky agrees) it be on the August 2020 election. If any language is changed, it would be a new proposal. Language needs to be submitted by 4PM on Friday, May 15, 2020. To meet the May deadline, it needs to go through the proper channels for county board approvals so we would be looking for a January 15, 2020 911 Board approval for it to be to the County Boards by February 2020 and to the Clerk offices by March/April 2020.
- Newaygo Co Surcharge- the Newaygo Co surcharge increase will be on the November 2018 ballot.

Community Involvement

- 911 is assisting the Hart, Shelby & Pentwater libraries with Smart911 signup days. Our telecommunicators will be on hand for 4 hours at each library to assist library staff and patrons with creating a Smart911 profile.

OLD BUSINESS: None

NEW BUSINESS:

Board By-Laws

With Life EMS coming into Oceana County, Director Hasil asked if our Board make-up needs to be updated as Life EMS already has representation on the Board from Mason County. Walker stated that Oceana thoughts were to have a primary member from Life then one alternate chosen from Oceana or Mason County who would remain as alternate for a determined number of years; that position picked from Oceana County to Mason

Approved: 10/17/18

County every few years. Taranko stated having one Representative from both Counties EMS changes the number of Representatives in our Board make-up from eleven to ten. Frick asked would Walk not remain as the primary Representative, and if there is a need to switch out the alternative Rep. as geography is not an issue. Mast asked if an even number on the Board would be an issue in future votes. Walker stated he would discuss this further with the County Board as well as Taranko with Mason County's Board and we will re-address this issue at the next October Board meeting.

2019 Budget

Further discussion on the budget was held. Barnett stated no vote was needed today as this is a discussion only in order to have a draft prepared for our budget hearing. It was agreed to have the budget hearing at the beginning of our next meeting scheduled for October 17th. Hasil went through long range projects that span out through 2027.

There being no further business the meeting was adjourned at 10:49 a.m.

NEXT SCHEDULED meeting will be October 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