

**MASON-OCEANA 911 BOARD
MEETING MINUTES
AUGUST 21, 2019**

PRESENT: Matt Bryant Laude Hartrum Dan Thomas for Jeff White
 Jim Duram Chuck Lange Jim Herrema
 Kim Cole Craig Mast
 Greg Frick Bob Walker

ABSENT: Mark Barnett

STAFF: Ray Hasil
 Todd Myers
 Connie Blaauw

MEETING CALLED TO ORDER: Meeting called to order by Cole at 10:07 a.m.

CITIZEN PARTICIPATION: Liz Reimink Mason County Emergency Manager
 Roland Brooks Oceana Grant Twp Fire Chief
 Bruce Townsend Oceana Grant Twp Fire
 Jerry Funk Ludington Fire Chief
 Jack White Hart and Shelby Fire Chief

Cole asked for public comment; Walker asked if we could hear public comment at the time the Board is discussing 800 MHz pagers. A brief discussion was held.

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

Motion by Lange and supported by Mast approve the agenda and to move 800 MHz pagers for Fire Departments before the Directors report. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING: July Board minutes were presented within the Board packet. Mast state there was an error in the July Board minutes under “Meeting Called to Order by Cole” that meeting was called to order by Barnett. This change will be made in the July Board minutes. Walker pointed out that he requested a correction in the July Finance Committee minutes, page 14 of our packet. In the first paragraph, 4th to the last sentence, “Walker asked if we would be including Newaygo County Fire Dept.” The correction has been made to state, “Walker asked if we would be including Hesperia Fire Dept. who is dispatched through Newaygo County.”

Motion by Mast and supported by Duram to accept the July 17, 2019 Board Meeting Minutes with corrects stated above and to approve the July 22, 2019 Finance Committee minutes with corrections also noted above. Voice Vote. Motion Carried.

TREASURER’S REPORT: Walker presented the Treasurer’s report for July 31, 2019.

Total Revenues: \$145,305.22

Total Expenditures: \$106,789.57

Approved: 9/18/19

Fund Balance as of July 31, 2019: \$1,171,526.37

Mast asked if we are going to report on our outstanding debt along with our revenue and expenditures, showing our true balance as discussed at our July Board meeting. Walker stated it is his opinion to report this on a quarterly basis. Hasil stated that our current outstanding debt includes MERS UAL and compensated absences totaling \$724,189.68, leaving our true balance as of July 31, 2019 to be \$447,336.69.

Motion by Lange and supported by Hartrum to accept the Treasurer's report and to approve the payment of claims for August in the amount of \$565.06. Voice Vote. Motion Carried.

COMMITTEE REPORTS:

Finance Committee met on July 22, 2019 at 10:00 a.m. Walker gave a report from that meeting. Walker stated it is his opinion that ownership of the pagers remains as property of Mason-Oceana 911 until paid in full and that reprogramming by the Fire Depts. will not be allowed. Cole asked that we discuss the motion made by the committee regarding establishing a Capital Improvement Fund before discussion on the 800 MHz pagers.

At the July 22, 2019 meeting Finance made a recommendation, to the full Board, to establish a Capital Improvement Fund. After a discussion, a motion was heard.

Motion by Lange and supported by Hartrum to establish a Capital Improvement Fund. Voice Vote. Motion Carried.

800 MHz pagers for Fire Departments

Cole read an email from Barnett, giving his opinion on moving ahead with the purchase of the 800 MHz pagers. Barnett feels that the purchase of 800 MHz pagers should be a 50% cost split by 911 and the Fire Depts., 911 should pay for a "back-up paging application, the Fire Depts. should keep current pagers or turn them in for credit, that 911 should retain the right to govern paging programming, and 911 will work with Fire Depts. to finance the original purchase with the Fire Depts. repaying within 5 years.

Hasil gave an overview and hand out of the 800 MHz Paging Proposal, showing what needs to be determined with this decision. After a lengthy discussion, it was decided that:

- Six additional pagers may be ordered by Mason-Oceana and can be used for loans to the Depts. also, for agencies that have open slots, that they are actively trying to fill, if they meet the requirements to satisfy Director Hasil. Fire Depts. may purchase spare pagers at the negotiated rate and at their own expense.
- Life EMS will not be extended the offer to purchase pagers under the set conditions as they are a for-profit entity and should not be extended the same offer as the Fire Depts.
- Fire Depts. will be given the full amount of all pagers traded-in.
- Pagers will remain the property of Mason-Oceana 911 for five years and programming may not be altered. At the end of the five years, pagers become the property of individual agencies, and agencies are responsible for all repairs and replacement costs going forward.
- Regarding spare pagers, this is covered under the first bullet point above.
- Life EMS is not in need of an offer to help with secondary notification system as they already have this in place.

Regarding secondary notification system; at the end of 4 years not 5 years, the use and need of secondary systems shall be reevaluated for future funding by 911.

Motion by Lange and supported by Walker to accept the 800 MHz Paging proposal with the above listed changes & decisions. Roll Call Vote: Bryant, Yes; Duram, Yes; Cole, Yes; Frick, No; Hartrum, Yes; Lange, Yes; Mast, Yes; Walker, Yes; Thomas, Yes. Herrema abstained from the vote. Motion Carried.

DIRECTOR'S REPORT:

Personnel

- Our part-time trainee is doing well and is in step 3 (of 4).
- We staffed a booth at the Mason Co Fair and entered a float in the Pentwater Homecoming parade. 21 employees, friends and family walked in the parade. We are also staffing a booth this week at the Oceana Co Fair.
- With our staffing shortfall it has been a rough summer for staff working overtime. The 911 staff have all stepped up to help make sure the consoles are manned and even Connie has put in extra hours behind the consoles.

Collaboration Projects

- Mid Mitt- Gratiot County has signed an agreement with West and Lake is reviewing a proposal. All Mid Mitt collaborators are meeting in Big Rapids on August 28.
- Newaygo Co 7500 IP Logger Share- Newaygo Co is live on the Mason-Oceana NICE Radio IP Logger. We are finalizing maintenance cost sharing with Newaygo on Monday, August 26.
- LEIN/Talon Renewal- the 4 new Talon client licenses have been ordered and installed.
- CAD- both Mason-Oceana and Newaygo Co have received quotes from Spillman and CentralSquare. We are both meeting with CentralSquare this Thursday the 22nd.
- Newaygo CD- Director Jason Wolford has accepted the executive director position at Muskegon Co CD. His last day with Newaygo Co is August 29. We are meeting with Jason and Newaygo Co Administrator Chris Wren at Mason-Oceana on Monday, August 26 to go cover collaboration projects after Jason's departure.

Other Updates

- Meeting w/Bob Walker: Connie and Ray met with Bob this week to consider investing strategies and plans. Our first 12-month CD matures next month.
- Water emergency incident reviews- 911 participated in a debrief of 3 drownings and a flooding. Overall, the water emergency advanced notification lists are doing what they were designed to do. There is still room for improvement but the lists are notifying the local, county, state & federal water emergency resources quickly.
- Ray, Todd & Chris worked with Mason Co to establish radio communications in an area with no MPSCS coverage during a drowning recovery operation. The analog frequency was then patched to the command post on the MPSCS, allowing command to communicate with units in the no-coverage area.
- ONESolution MCT- Todd continues to slowly deploy the new software to agencies.
- Mic Fee Credits- Over \$102,000 in credits were consumed to purchase 800 MHz paging talkgroups. The outstanding balance of approximately \$35,000 will disappear effective September 1.
- 911 Plan Update- with our PFN cut, we should proceed with updating our 911 plan.
- Future radio projects:
 - Addition of TTA's to all area towers- no update
 - Path diversity connecting Bucks Corner site to Ludington- no update
 - Directional Hamlin improvement from the Ludington site- no update
- Console Upgrades- Ray, Todd & our supervisors toured centers with new Xybix and Watson consoles. Drawing and quote request have been completed with both companies and should be ready for approval at the September board meeting. We met with C&I electric to quote electrical upgrades for the new consoles.
- 911 Millage- a renewal would need to be on the August 2020 ballot. Language is due 4PM on Friday, May 15, 2020. Ray confirmed there are no other millage renewals on the August 2020 ballot in Mason County. To meet the May deadline, it needs to go through county board approvals so we need to 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.

OLD BUSINESS: 800 MHz pagers. 2020 ballot renewals in Mason and Oceana Counties 800 MHz was just discussed above.

The 2020 ballot renewals in Mason and Oceana Counties; Hasil reported he has spoken to Mason County Clerks office and we are the only renewal on the August 2020 ballot. Walker will report on where Oceana County stands regarding the number of renewals on their ballot at our September meeting.

NEW BUSINESS: HSA funds released for the remainder of 2019. New CD consideration. One employee has requested the remainder of 2019 HSA funds released.

Motion by Walker and supported by Mast to release the HSA funds to the requesting employee. Voice Vote. Motion Carried.

Walker presented information regarding opening another CD in the amount of \$250,000. This would be monies moved from our Fifth Third checking account. Preferred Credit Union has a current rate of 15 months at 2.25% APY and Safe Harbor stated they will match the rate from Preferred CU. Walker asked if the Board would allow the Treasurer and the Director to make the decision as to which Credit Union to go with based on the highest interest rate on the day the transaction takes place.

Motion by Lange and supported by Bryant to allow the Treasurer and the Director to open a 15-month CD with the local Credit Union that offers the best rate on the day the transaction is made. Voice Vote. Motion Carried.

There being no further business the meeting was adjourned at 12:05 p.m.

NEXT SCHEDULED meeting will be September 18, 2019 at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary