

**MASON-OCEANA 911 BOARD  
MEETING MINUTES  
NOVEMBER 20, 2019**

**PRESENT:** Mark Barnett                      Greg Frick                      Craig Mast  
                 Matt Bryant                      Jim Herrema                      Bob Walker  
                 Kim Cole                      Chuck Lange                      Matt Kanitz for Jeff White  
                 Jim Duram

**ABSENT:**     Laude Hartrum

**STAFF:**     Ray Hasil  
                 Todd Myers  
                 Connie Blaauw

**GUEST:**     Elizabeth Reimink

**MEETING CALLED TO ORDER:** Meeting called to order by Barnet at 10:05 a.m.

**CITIZEN PARTICIPATION:** None

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

**Motion by Mast and supported by Cole to approve the agenda. Voice Vote. Motion Carried.**

**MINUTES OF THE PREVIOUS MEETING:** October Board minutes were presented with the Board packet.

**Motion by Lange and supported by Mast to accept the October 16, 2019 Board Meeting Minutes. Voice Vote. Motion Carried.**

**TREASURER'S REPORT:** Walker presented the Treasurer's report for October 30, 2019.

Total Revenues: \$85,956.35

Total Expenditures: \$167,349.25

Fund Balance as of October 31, 2019: \$1,006,506.02

**Motion by Duram and supported by Mast to accept the Treasurer's report and to approve the payment of claims for November in the amount of \$279.75. Voice Vote. Motion Carried.**

**COMMITTEE REPORTS:**

Communications Committee met on October 16 and also today before the Board meeting. Hasil stated that Life has a short-term plan of using Active 911 for the local rigs and purchasing two pagers to be kept at Life Dispatch in Grand Rapids. Life Dispatch will input the call information into their CAD and push it out to the rigs. A future long-term plan is to have CAD to CAD between Mason-Oceana 911 and Life Dispatch. The long-term plan will depend on Board approval of a new CAD system and the implementation of that system.

Hasil stated there was also a discussion on radio activation payments. It was determined that Mason-Oceana will continue with our current process in order to keep control of the template programming.

#### Free Soil Tower-Top Amp

Hasil explained that due to other work being completed by Michigan Power to the Free Soil tower, instead of the expected \$15,000. To place the Tower-Top Amp up on the tower our cost now will be \$3,000. with Board approval. After further discussion a motion was heard.

**Motion by Mast and supported by Frick to approve the installation of a tower-top amp to the top of the Free Soil tower at the cost of \$3,000. Voice Vote. Motion Carried.**

#### Console furniture replacement

Hasil stated that Communications Committee discussed the bid from Xybix, they have come down approximately \$10,000. From their original bid. This will be moved to the Finance Committee to discuss.

#### New Computer Aided Dispatch (CAD) system

Communications Committee has recommended to the Finance Committee the Central Square Pro product.

Personnel Committee met on October 29, Hasil gave an overview of their meeting as well as the motion that was sent to the Finance Committee.

Finance Committee met on November 12, 2019. Walker and Hasil gave an overview of the meeting. Walker stated that there are funds within our budget to go ahead with the recommendations from the Personnel Committee. Further discussion was held then a motion was heard.

**Motion by Walker and supported by Cole to have the budget as recommended by Finance Committee presented at a public hearing and then brought to December's Board meeting for approval. Voice Vote. Motion Carried.**

Hasil stated the Health Care plan for 2020 was approved by the Personnel and Finance Committees. Due to changes in our demographic of our employees over the last year, the increases in the new plan have been offset by decreases to several employee's individual cost. After a discussion a motion was heard.

**Motion by Walker and supported by Cole to approve the 2020 BCBS plan as presented. Voice Vote. Motion Carried.**

### **DIRECTOR'S REPORT:**

#### Personnel

- Molly Stevens is back to work after giving birth to the first child for her and her husband. She did better than expected with retention of her training and quickly completed step 3 when she returned. She is finishing up shadowing and will soon be working on her own.
- We terminated one of our part-time hires very early into Step 1 due to excessive tardiness.
- A second part-time hire recently began step 1.

#### Collaboration Projects

- Mid Mitt- Lake Co recently approved the intergovernmental agreement. Lake Co also applied for state 911 grant monies for their Viper project and I believe they will get most of their upgrade funded by the grant.
- CAD- both Mason-Oceana and Newaygo Co have met with CS several times and received several quote revisions. We have had some pleasant surprises with pricing and I look forward to meeting with the finance committee soon. We are working diligently to ensure no 911 surcharge monies go to fund RMS/JMS and

related costs. We have some time constraints and I'm working with NECD to sign a proposal before the end of this year.

#### Other Updates

- Lawsuit Update- updates are available but we will need to enter a closed session.
- Building flood on 10/25- the trap for our septic was plugged (it was last cleaned in July). On the day the water heater was replaced, we believe the tank filled the pipes leading to the trap. When water lines are shut, it can cause a pressure difference that causes the flushing mechanisms to be stuck on. At 2:15 AM, a night shifter left and the toilet was stuck flushing but not noticed until 2:50 AM. By then, water was already rising from every floor drain in the building: the furnace room, both locker rooms (and their hallways), and a very small section of the main east-west hallways flooded. Building water was shut off at 3AM. We had Malburg Sanitation onsite at 8AM and ServePro onsite at 9AM. Because the standing water was dealt with quickly, we were able to minimize damage to just bathroom floorboard strips.
- Console Replacement- we are ready to meet with the finance committee with the goal of full board approval at our December 18 board meeting.
- 800 MHz Paging- tower programming testing went well with no surprises. We are working with Life on short-term and long-term solutions. Once we have all short-term details finalized, we will be ready to convert both counties to 800 paging.
- 911 Plan Update- no update.
- Future radio projects:
  - Addition of TTA's to all area towers- (update per communications committee)
  - Path diversity connecting Bucks Corner site to Ludington- no update
  - Directional Hamlin improvement from the Ludington site- no update

**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 for Mason Co, but there are 4 millage renewals on the August 2020 ballot for Oceana Co. 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:** None

**NEW BUSINESS:** None

There being no further business the meeting was adjourned at 10:53 p.m.

NEXT SCHEDULED meeting will be December 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