

**MASON-OCEANA 911 BOARD**  
**MEETING MINUTES**  
**April 8, 2020**

**PRESENT:** Mark Barnett                      Chuck Lange  
                  Kim Cole                                Craig Mast  
                  Jim Duram                                    Bob Walker  
                  Jim Herrema                                Jeff White

**ABSENT:** Matt Bryant, Greg Frick and Laude Hartrum

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

**GUEST:** Liz Reimink

Due to the Coronavirus and the Governor closing non-essential business in the State, this meeting was held virtually using the Zoom Ap. All information was posted on our site to allow for citizen participation.

**MEETING CALLED TO ORDER:** Meeting called to order by Chairman White at 10:06 a.m.

**CITIZEN PARTICIPATION:** None

**APPROVAL OF AGENDA:** Agenda was presented as part of the Board packet. Hasil asked to add under new business annual surcharge renewal. Under old business millage renewal. Barnett requested to add to new business transports with EMS and Law Enforcement.

**Motion by Lange and supported by Mast to approve the agenda with the three added items above. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

**MINUTES OF THE PREVIOUS MEETING:**

February 2020 minutes were presented as part of the Board packet, March meeting was cancelled due to the coronavirus outbreak.

**Motion by Walker and supported by Lange to accept the, February 18 2020 Board Meeting Minutes. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

**TREASURER'S REPORT:** Lange presented the Treasurer's report for February and March of 2020.

Total Revenues: Feb. '20 \$175,646.75            March '20 \$195,356.20

Total Expenditures: Feb. '20 \$100,486.14    March '20 \$100,756.97

Fund Balance as of February 29, 2020: \$1,198,146.14            March 31, 2020: \$1,292,745.34

Approved: 05/13/2020

**Motion by Walker and supported by Mast to accept the Treasurer's reports and to approve the payment of claims for February in the amount of \$545.41 and March in the amount of \$48.22. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

Hasil recommended to the Board that we move \$150,000. from our checking account back to MI Class. In January this amount was moved from MI Class to checking, due to millage and surcharge monies received since that time he feels the money should be returned.

**Motion by Lange and supported by Cole to move \$150,000. from checking to MI Class. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

### **Communications Committee**

The committee met on February 21, 2020, to discuss adding P911 into Fire Dept. pagers. At Chairmen Mast request Hasil gave a brief summary of the meeting. Hasil will be working with White and Reimink to create a policy to bring back to the Communications Committee before presenting it to the full Board.

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

February

Personnel

- Patrick Soper is scheduled to begin step 3 later this week.
- Collaboration Projects
- Mid Mitt- Gratiot Co went live 2 weeks ago.
- CAD- 5 servers have already been received. 3 are housed at Mason-Oceana, and 2 at Newaygo Co. CAD administration training has already been conducted and Todd has begun working on configuration. We are still on track to begin data conversion around August and go live by the end of this year.
- Other Updates
- Console Replacement- the new furniture has been installed including upgrades to our electric and grounding. Xybix was back last Thursday to install new work surfaces that had been beveled in the wrong place, and environmental controls at the Mason console. We turned in scrap steel and aluminum in and received over \$180. No centers were interested in any of the old furniture and we disposed of it at the Oceana Co Transfer Station with a borrowed 7x12 trailer.
- EOC Chairs- 28 new chairs with castors and arms were delivered to be used with the 14 new tables. 30 of the old blue chairs were sold to Lake County for \$300 (\$10 each). The rest were given away to local agencies.
- 800 MHz Paging- all trade-in pagers have been collected and we are working on turning them in to Chrouch.
- 911 Plan Update- no update.

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
- Free Soil TTA install- no update
- 911 Millage- Ray and Connie are working with both counties to finalize ballot language.

March

## Personnel

- Patrick Soper is scheduled to complete training on April 15.
- Collaboration Projects
- CAD-Todd will update on the current status.
- Other Updates
- Audit- we're at the tail end of completing the audit. Initially, the audit was postponed due to COVID but then decided it would be performed remotely, with Connie providing requested documents electronically.
- CentralSquare Conference- the CentralSquare conference Todd was registered for was cancelled.
- The console furniture replacement project is complete.
- 800 MHz Paging- all of the trade-in pagers were picked up by Chrouch last week.
- 800 MHz pager scanning policy- in progress, no update.
- 911 Plan Update- no update.

### 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
- Free Soil TTA install- no update
- 911 Millage- Ray and Connie are working with both counties to finalize ballot language.

## **OLD BUSINESS:**

Millage renewal for the August 2020 ballot.

Hasil stated that he consulted with our attorney regarding the Mason County ballot wording, that has been forwarded to Mason County. Lange stated that will be taken up at the next County Board meeting Tuesday, April 14<sup>th</sup> for approval.

Walker gave an update on Oceana County's ballot wording. He stated if the Headlee was applied it would add just \$264. each millage year. Walker stated he believes that is not enough due to the changed wording that will need to take place on the Oceana ballot. Leaving the Headlee out would allow us to keep the wording similar to Mason County and keep things simpler for the voters. Walker asked if there were any objections from the Board members. Barnett stated he thinks leaving out the Headlee rollback is a good idea, everyone agreed. Walker stated he will present the ballot wording at the next Commissioners meeting on April 14, 2020.

## **NEW BUSINESS:**

Hasil gave an update on Covid19 and the effects on Dispatch and our whole operation.

Hasil gave a virtual presentation of a plaque to Mark Barnett thanking him for all his years of service to Mason-Oceana 911. White also thanked Barnett for his service and everyone wished him well in retirement.

Chairman White had to leaving the meeting at 10:30 a.m. to attend another meeting. At this time Vice Chairman Cole took over the meeting.

## Vacation time

Hasil asked the Board for permission to lift the cap on vacation time (Dispatcher's only) during the Covid19 restrictions Statewide. Staff have expressed their concerns over having to use time before loosing it when there the State is on a mandate for any non-essential travel. A discussion was held followed by a motion.

Approved: 05/13/2020

**Motion by Lange and supported by Walker to lift the cap on Dispatcher's vacation time during the State's mandated non-essential travel. After the mandate is lifted staff will be allowed one year to use their vacation time before the cap is reinstated. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

Release of HSA funds

Hasil stated two employees' have asked that their full 2020 HSA funds be released due to medical expenses they are incurring.

**Motion by Barnett and supported by Walker to release the remainder of 2020 HSA funds to the two requesting employees. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

Surcharge renewal in both Counties

Hasil recommended that the Board approve the surcharge renewal in both Counties to remain at \$2.09.

**Motion by Barnett and supported by Walker to approve the \$2.09 surcharge renewal in both Mason and Oceana County. Roll Call Vote: Barnett yes; Cole yes; Duram yes; Herrema yes; Lange yes; Mast yes; Walker yes; and White yes. Motion Carried.**

There being no further business the meeting was adjourned at 11:07 a.m.

NEXT SCHEDULED meeting will be May 13, 2020 at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary