



**Barry County Central Dispatch
Administrative Board Meeting Minutes- FINAL
February 28, 2022**

- A. Forbes called the meeting to order at 2:00 p.m.
- The Pledge of Allegiance was recited.
- B. Roll call was taken.
- Attendance: Forbes, Weeks, Smelker, Leaf, Disselkoen, Cove, Yarger, and Boulter
 - Absent: Peck, Wilson, Vujea,
Others in attendance: Bill Irwin, Motorola Solutions Senior Account Executive
Michael Brown, Barry County Administrator, Lehman (BCCD), Hall (BCCD) and Leinaar (BCCD)
- C. Committee Appointments
- Equipment – Chairperson; Disselkoen Representatives; Boulter and Leaf
 - Finance – Chairperson; Smelker, Representatives; Wilson, Vujea and Peck
 - Personnel – Chairperson; Cove, Representatives; Weeks and Yarger
- D. A motion was made by Leaf and supported by Weeks to approve the agenda as written.
All in favor. Motion carried.
- E. A motion was made by Leaf and supported by Smelker to approve the January 24, 2022 meeting minutes. **All in favor. Motion carried.**
- F. Limited Public Comment: none
- G. Committee Reports:
1. Personnel Committee – Met on February 18, 2022 to discuss OPEB Benefits and COVID Healthy Workplace Leave Plan. Personnel Committee asked Director Lehman to reach out to Attorney Doug Van Essen regarding the Healthy Workplace Leave Plan and Director Lehman will report back when she has an update. The Healthy Workplace Leave Plan is an addendum to the continuity of operations. Personnel Committee also discussed the evaluation and salary increases of Deputy Director position.
 2. Finance Committee – No Report
 3. Equipment Committee – Zoom demo with Equature earlier in February and another demo March 25, 2022. Director Lehman is waiting for a quote from Mr. Irwin for AIS, VPM module and IP logger. These pieces of equipment will allow the functionality to pull IP radio stream directly from the MPSCS. Quote expected from Motorola in 2 to 3 weeks.
- H. Directors Report was reviewed.
- I. New Business
1. Non-priority EMS transfers: Director Lehman sought board approval to amend BCCD P&P 740 to include language for BCCD to no longer coordinate non-priority transfers out of Spectrum Health Pennock. Moving forward, BCCD will only coordinate priority 1/emergent transfers. Motion made by Cove supported by Leaf to amend policy 740 effective June 1, 2022. **All in favor. Motion carried.**
- J. January 2022 Operating & State Budget Reports were reviewed and discussed.
- K. February 2022 Disbursements for approval
1. February 2022 operating disbursements were reviewed. A motion was made by Cove and supported by Disselkoen to approve the February 2022 operating disbursements. Roll call vote. **All in favor. Motion carried.**

2. February 2022 state disbursements were reviewed. A motion was made by Leaf and supported by Disselkoe to approve the February 2022 state disbursements. Roll call vote. **All in favor. Motion carried.**
 3. Motion was made by Disselkoe and supported by Cove to approve the March 2022 contingent vouchers. Roll call vote. **All in favor. Motion carried.**
- L. Old Business
1. OPEB Benefits/Addendum to the CBA- A motion made by Smelker supported by Cove to approve the addendum to the Collective Bargaining Agreement between Barry County Central Dispatch Authority and Governmental Employees Labor Council as of February 28, 2022. Roll call vote. **All in favor. Motion carried.**
 2. Motion made by Weeks supported by Cove to approve the dollar amounts for Michelle James, Kurt Worm and Stephanie Lehman for 2-person health care coverage with adjusted buyout amount. Roll call vote. **All in favor. Motion carried.**
 3. Motorola Contract -final pricing reflects 30% increase, making the total price of the project \$2,780,314.00, which is \$380,714.00 higher than the \$2,400,000.00 BCCD was awarded through the ARPA process. A tower could be built and connected to the MPSCS via fiber for \$2.4 million, but as soon as an additional tower is built, it will need to be migrated to microwave. Discussion ensued about the overall project and a comparison of microwave connectivity and fiber connectivity. Fiber connectivity would create reoccurring costs to BCCD that would be approximately \$25,000/annually. Fiber is not presently available at the tentative "green site" location, so there will be some construction/trenching costs. Pricing on the proposal also expires on March 29th. At this time, Motorola Solutions will honor the Quarter 4 2021 price projections that were provided, but the costs will increase to today's market value in Quarter 2 of this year. Quarter 2 projections for costs are: \$3,800,000.00 for a new tower with fiber connectivity and \$4,400,000.00 for a new tower with microwave connectivity. BCCD is awaiting the subrecipient contract from Barry County for the transfer of funds and APRA reporting rules. The Motorola proposal will be forwarded to Doug Van Essen for review.
- M. Miscellaneous
1. Eric Mulvaine-Network and Systems Administrator has earned his ENP certification. That makes a total of 3 Emergency Number Professionals at BCCD. Congratulations to Eric.
 2. Demo new chairs for our dispatchers from Kentwood Office Furniture.
 3. Telecommunicator Week -April 10, 2022 through April 16, 2022. Any ideas or involvement would be appreciated.
- N. Second Limited Public Comment - none
- O. Motion was made by Leaf and supported by Smelker to adjourn at 3:27 pm. **All in favor. Motion carried.**

The next Administrative Board Meeting will be held on March 28, 2022 at 2:00 p.m.
Respectfully submitted by Holly Leinaar