



**Barry County Central Dispatch  
Administrative Board Meeting Minutes  
Monday, March 25, 2024**

- 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, Boulter, Smelker, Weeks, Cove, Yarger, Disselkoen, Peck and Wilson.  
Vujea was absent with advance notice  
Absent: Leaf  
Others in attendance: Lehman, (BCCD) Hall (BCCD), Booth, (BCCD)
- C. A motion was made by Weeks and supported by Disselkoen to approve the agenda as written.  
**All in favor. Motion carried.**
- D. A motion was made by Peck and supported by Smelker to approve the February 26, 2024 meeting minutes. **All in favor. Motion carried.**
- E. No Public Comment
- F. Committee Reports:
  - 1. No Personnel Committee Meeting or report
  - 2. No Finance Committee Meeting or report
  - 3. Equipment Chair Disselkoen reported that there were no meetings but the Vesta proposal is on the agenda because we were not able to get to that item last month.
    - a. Discussed the Vesta Proposal from INdigital. Motion made by Disselkoen and supported by Cove to approve the purchase of the Vesta Proposal in the amount of \$299,245.97. **Roll call vote. All in favor. Motion carried.**
- G. Directors Report was reviewed and discussed
  - a. Director Lehman informed the board that on April 25 the center will be hosting a 800 MHz radio training for fire agencies.
  - b. Discussed the status of the LEIN entries with the court system.
  - c. Director Lehman gave a brief overview of the two employees that were on corrective action plans.
- H. New Business
  - 1. Final Paycheck Procedure / Personnel Handbook was discussed
    - a. Motion was made by Cove and supported by Smelker to support a paper final paycheck procedure to be added to the Personnel handbook. The employees final check will be a paper check. An appointment will be scheduled for the employee exiting to pick up their check and drop off all BCCD ID's, equipment/property and uniforms. **All in favor. Motion carried.**
  - 2. GODADDY Email Migration
    - a. Motion made by Weeks and supported by Cove to approve the GODADDY email migration as long as it is CJIS compliant. **Roll call vote. All in favor. Motion carried.**
  - 3. Discussed the Lawncare Bids.

- a. Motion made by Weeks and supported by Boulter to approve the Bid received by Ulrich amending it to a 1-year contract. **Roll call vote. All in favor. Motion carried.**
- I. February 2024 Operating & State Budget Reports were reviewed and discussed.
- J. Expenses
  - 1. Operating Disbursements were reviewed. A motion was made by Cove and supported by Disselkoen to approve the March Operating Disbursements. **Roll call vote. All in favor. Motion carried.**
  - 2. State Disbursements were reviewed. A motion was made by Weeks and supported by Wilson to approve the March State Disbursements. **Roll call vote. All in favor. Motion carried.**
  - 3. Motion was made by Disselkoen and supported by Cove to approve the March Public Safety 800 MHz/ARPA Disbursement. **Roll call vote. All in favor. Motion carried.**
  - 4. Motion was made by Smelker and supported by Cove to approve the April 2024 Contingent Vouchers. **Roll call vote. All in favor. Motion carried**
- K. Old Business
  - 1. Discussed the MDC refresh project.
  - 2. Director Lehman gave tower updates.
- L. Miscellaneous
  - 1. Discussed National Telecommunicator Week April 14-20.
- M. No Second Limited Public Comment
- N. Motion was made by Weeks and supported by Smelker to adjourn at 3:05 p.m. **All in favor. Motion carried.**

The next Administrative Board Meeting will be held on Monday, April 22, 2024 at 2:00 p.m.

Respectfully submitted by Vanessa Booth