



**Barry County Central Dispatch  
Administrative Board Meeting Minutes  
Monday, January 27, 2025**

- A. Forbes called the meeting to order at 2:00 p.m.
  - Roll call was taken.
  - Attendance: Forbes, Weeks, Leaf, Linebaugh, Smelker, Boulter, Cove, Peck, Yarger, and Wilson.
  - Vujea was absent with advance notice
  - Others in attendance: Public: Pete Dunn, Sandra Rairigh, (BCCD) Lehman, Hall and Booth.
- B. Election of officers
  - 1. A motion was made by Cove and supported by Weeks to nominate Forbes as the Administrative Board Chairperson and Smelker as the Vice Chairperson. **All in favor. Motion carried.**
- C. A motion was made by Cove and supported by Smelker to approve the amended agenda adding #2: Township Board Seat under *New Business* and #2: Tower Update under *Old Business*. **All in favor. Motion carried.**
- D. A motion was made by Cove and supported by Smelker to approve December 16, 2024, meeting minutes. **All in favor. Motion carried.**
- E. Public Comment
  - 1. Sandra Rairigh from Thornapple Township introduced herself to the board and expressed interest in filling the open township seat.
- F. Committee Reports:
  - 1. Personnel Committee
    - a. Cove reported that a meeting was held between herself, Forbes, Smelker, Lehman and Leaf to discuss Director Salary & Performance. Cove added that we are always available for conversation if anyone ever has any concern; Lehman's evaluation was stellar, as it always is, and the board unanimously approved her very well-deserved raise.
    - b. Lehman reported that Eric Mulvaine accepted a position in the private sector. The open Network and Systems Administrator position has been posted.
  - 2. No Finance Committee meeting or report
  - 3. No Equipment Committee meeting or report
- G. Directors Report was reviewed and discussed
  - 1. Additional items discussed: Demo with a CAD vendor; the past 8-10 weeks' dispatch have seen an increase in critical incidents.
- H. New Business
  - 1. Here all Year Awards
    - a. *You're the Bomb* trophies will be given to James, Fletcher and Godbey who had perfect attendance. Erik Godbey met all the additional criteria that was set in 2024 of perfect attendance and perfect quality assurance scores therefore he will also receive the \$1,000.00 bonus payment.

2. Township Board Seat
  - a. The open Township Board seat was discussed.
- I. December 2024 Operating & State & 800 MHz Budget Reports were reviewed and discussed.
- J. Expenses
  1. Operating Disbursements were reviewed. A motion was made by Leaf and supported by Smelker to approve the January 2025 Operating Disbursements. Roll call vote. **All in favor. Motion carried.**
  2. State Disbursements were reviewed. A motion was made by Leaf and supported by Peck to approve the January 2025 State Disbursements. Roll call vote. **All in favor. Motion carried.**
  3. Motion was made by Leaf and supported by Cove to approve the February 2025 Contingent Vouchers. Roll call vote. **All in favor. Motion carried.**
- K. Old Business
  1. Bond Conditionals were discussed.
    - a. Request was made by the Board to add stats of incorrect orders to the Directors Report.
  2. Director Lehman gave tower updates.
- L. No Miscellaneous
- M. No Second Limited Public Comment
- N. Motion was made by Smelker and supported by Weeks to adjourn at 3:00 p.m. **All in favor. Motion carried.**

The next Administrative Board Meeting will be held on Monday, February 24, 2025 at 2:00 p.m.

Respectfully submitted by Vanessa Booth