

MINUTES
OTTAWA COUNTY CENTRAL DISPATCH
POLICY BOARD
Central Dispatch Training Room
Thursday, August 22, 2019, 9:00 a.m.

PRESENT: Tim Klunder, Alan Vanderberg, Chris McIntire, Matt Messer (representing Keith Van Beek), Gordon Gallagher, Patrick McGinnis, Toby Van Ess

ABSENT: Randy Meppelink

STAFF: Donna Kempf-Barnes, Joe LaLonde, Mark Jongekrijg, Mike Koetje, Andrea Kacprzyk,

GUESTS: Tammy Smith, Elvita Lewandowski, Meagan Ross, Missy Stafford – OCCDA
Devin Dely – Holland Sentinel

PUBLIC COMMENT: None

AGENDA CORRECTION: After the Directors Report to approve an employment offer to Peter McWatters to be our next director at Ottawa County Central Dispatch Authority.

MOTION CD19-2126 To approve the agenda addition to approve an employment offer to Peter McWatters

Moved by: Vanderberg

Supported by: McIntire

Carried

SUBJECT: MINUTES

MOTION CD19-2127 To approve the June 27, 2019 Minutes of the Policy Board meeting.

Moved by: Van Ess

Supported by: Gallagher

Carried

SUBJECT: BUDGET PERFORMANCE, REVENUES, & BALANCE SHEET and CHECK REGISTER REPORTS

MOTION CD19-2128 To receive the Budget Performance, Revenues, Balance Sheet and Check Register Reports as presented

Moved by: Klunder

Supported by: McIntire

Carried

SUBJECT: PHONE CONTRACT

MOTION CD19-2129 To approve the phone contact with Sentinel for non-emergency phones provided they are included and integrated into the Ottawa County Technology Collaborative telephony cluster

Moved by: Vanderberg

Supported by: Van Ess

Mark Jongekrijg provided a quote from Sentinel to the board. Pat McGinnis, Joe LaLonde, Mark and other members of the technology telephony met and came to an agreement. When OCCDA procures a new administrative phone system, they will connect to the collaborative and provide some redundancy as long as they have their own core as well as the capabilities to do four digit dialing. The solution will benefit everyone. The recommendation is to approve the contract with Sentinel Technology for \$50,223.00. Mark received an addition bid from AT&T for \$49,000. The other company declined to bid due to the complexity of the interface that will occur between the E-911 system and the admin system. The recommendation is to go with the Sentinel system because they have done the instillations before and AT&T has not. Pat wants collaborative equipment throughout the county. The goal is to save tax payers money.

Carried

SUBJECT: DIRECTORS REPORT

Local Community Stabilization Authority June Payment

One of the last items that Tim was working on was the Local Community Stabilization Authority June Payment. He received an email from Mollie Bonter stating that the county general fund has been covering the amount due from quarterly change orders for the Ottawa County Central Dispatch Authority. These adjustments come from the State Tax Commission, Michigan Tax Tribunal Board of Review and Assessor Affidavits. They went back in the records to view the receipts from 2009-2018 and found that OCCDA had not been invoiced or paid for the quarterly adjustments. The final bill is 25,201.61 due to Ottawa County. The suggestion is to take the money out of the Local Community Stabilization Authority payment. After speaking to Jim Bonamy and Trina Robinson, they decided that this is not a good idea for transparency. The recommendation is to pay the bill. It is currently being worked on.

Radio System Update

Mark Jongekrijg is pleased with the progress of the radio system. There have been positive comments from the agencies that have been using the 800 MHz system. We ran into one issue in the middle of July. Holland Department of Public Safety's radios were not scanning properly. We found out that the MPSCS put in the wrong site preference during programming. They were preferring surrounding county sites instead of the Ottawa site. HDPS cars were preferring the Allegan County towers versus the Ottawa County towers. Mike Koetje has been facilitating the reprogramming of the 1900 plus radios with MPSCS. All of the law enforcement radios are done except for the sheriff department. When the sheriff department is done, they will move on to the fire agencies. Mobile radios continue to be installed in the fire agencies. The Georgetown tower work is underway. The utilities are installed and the site work is completed. We are waiting on the building shelter to arrive next week. Then, the antenna instillation, steel work and microwave dishes will be installed. The goal is to have the tower on line by the end of September.

We met with Motorola August 6, 2019 to discuss the issues with the Marne radio coverage. They presented a couple of options. We asked for additional options such as configuration changes and amplifiers. We have asked for coverage maps. In addition, Motorola has put a diagnostic X-Box device that monitors all of the radios that hit the towers. They can tell if there are radios that are off frequency and if it is contributing to the problem. We expect to see the results at the end of August. The Radio Committee has started to have bi-weekly meetings at 10:00. After the meeting, there is a regularly scheduled 11:00 phone meeting with Motorola. The Committee members have been invited to attend. Toby Van Ess or a representative are welcome to come to the 11:00 phone meeting. We do not know if Motorola will absorb the cost or if it will be up to OCCDA to absorb the cost. After we get the results, the Radio Committee will present it to the Policy Board.

Fire North and Fire South VHF system will need to be replaced. It will commence after the 800 MHz radio system project is done. The VHF equipment has already been staged and built in the warehouse. They will have to move the racks and equipment in. The antennas have been changed at the towers already. The end date goal is the end of the year.

Holland Department of Public Safety users have reported better coverage. The exception is the skip and squelches. This will go away when the patch is disabled. Chief Messer confirmed after the reprogram, the system has worked very well.

As the fire agencies come on board, they will need to communicate with their neighbors. At the Fire Chief's meeting, they decided to announce which fire ground channel they will be using, along with stating VHF or 800MHz. They are targeting mid-October to have as many agencies on the 800 MHz system as possible.

Fillmore Tower Air Conditioner

Donna authorized the replacement of the 15-19 year old air conditioning unit at the Fillmore Tower. It experienced a catastrophic failure earlier in the month. In the last three years, we have spent more money trying to fix the air conditioner than it would have cost to purchase a new one. Mike Koetje got three bids. It is a unique unit because it has a condenser to cool in the winter months. The replacement cost is \$7,895.00

OCCDA Staffing Update

Currently, we have one newly hired employee in Phase Two. The other newly hired employee has resigned. There are three people in background. We have two more potential hires who will be going into background soon.

CAD Upgrade

There will be a CAD upgrade September 10, 2019. It will contain four updates. Joe LaLonde will give an update at the next meeting. Joe has already contacted all of the agencies.

Pat invites the board to come into the dispatch center for a few minutes before or after a meeting to meet the dispatchers.

There will be an additional Policy Board Meeting added to the calendar October 17, 2019 at 9:00 a.m.

SUBJECT: EMPLOYMENT OFFER

MOTION CD19-2130 To approve the employment agreement with Peter McWatters to be the next Executive Director of Ottawa County Central Dispatch Authority

Moved by: McIntire

Supported by: Vanderberg

The board members have been sent a copy of his proposed contract. Pat thanks the members of the hiring committee. Peter McWatters has been with the Grand Rapids Police Department since 1994. He is currently the acting deputy police chief and has had supervision over their dispatch in the past.

Carries

Motion approved by unanimous vote

Meeting adjourned at 9:41 a.m.

Next Meeting is Thursday, September 19, 2019 at 9:00 a.m.