

OFFICE OF EMERGENCY SERVICES-CENTRAL DISPATCH BOARD OF DIRECTORS
JOINT MEETING
MINUTES
March 28, 2017

Robert Savoie called the meeting of the Central Dispatch Board of Directors to order at 3:03 p.m. on Tuesday March 28, 2017 in the training room of Chippewa County Central Dispatch.

The following were present: Commissioner Robert Savoie, Chief John Riley, Chief Robert Marchand, Daniel Wilcox, Ray Baker, Lt. Joe Shier and Earl Kay.

Others present: Director Michelle Robbins, Dr. Terry Heyns, Chief Scott LaBonte and Christie Krutchten.

MOVED by Ray Baker and supported by John Riley to approve the meeting agenda for March 28, 2017. Motion carried.

MOVED by Dan Wilcox and supported by Joe Shier to approve the meeting minutes of January 24, 2017. Motion Carried

MOVED by John Riley and supported by Ray Baker to accept expenditures of \$15,264.09 for Central Dispatch with revenue of \$160,625.05. Motion carried.

No public comments.

Board members reviewed the bi-monthly statistical information which depicts the monthly activity reports. Reporting process was explained and what is actually included in the numbers.

Board members provided with correspondence showing that our application Dispatcher Training Grant funds for 2017 was approved by the subcommittee. We will receive the first payment at the end of May.

Chippewa County received payment of \$41,735 from the \$.19 cent fund. This includes an equal payment of \$28,099 and \$13,636 based on population.

Discussion on the ongoing CJIS (Criminal Justice Information Systems) audit that we have been working on. This was an online audit that reviewed not only our LEIN system, but, all computers that access ANY type of criminal justice information (CAD, County Network). This audit was lengthy, but was helpful in pointing out areas that needed improvement. Since the audit we have begun re-printing employees, updated LEIN Agreements with Schools and Fire Departments, added security screens and unique logons for all staff and will begin the process to update our policies. Having this audit will actually prepare other County agencies for the same type of audit.

Chippewa County Central Dispatch was recently selected for a review of Dispatch Training funds for years 2012-2016. All information was submitted to the State 911 Office for their review. This looks at all expenditures, training records, receipts for all employees that attended training for these years.

Chippewa County Central Dispatch was also selected for a Compliance Review by the State 911 Committee. This looks at all of our expenditures from 2014-2016 and requires all backup documentation for finances. It also looks at the County 911 Plan along with all General orders and makes sure that everything is being followed. Paperwork has been partially submitted and once final 2016 numbers are received those will be submitted as well. State 911 Committee will have a team on site to speak with Board Members, dispatchers and go over final review. Date is yet to be determined.

Board members were presented with meeting minutes and agenda from the recent UPA 911 meetings that are held quarterly in Escanaba MI. There were no questions.

Discussion on removing Rudyard Collision from the Rotation Wrecker list. Board members were presented a copy of correspondence sent to him in December in regards to repeated refusals. Since the correspondence he has not improved and is still repeatedly refusing calls or not answering. **MOVED** by Joe Shier and supported by John Riley to remove Rudyard Collision from wrecker rotation. Motion Carried.

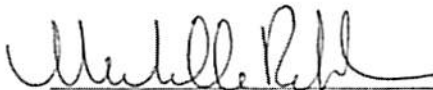
On April 5, we will be hosting a meeting at Central Dispatch for the Rotation Wreckers. Law Enforcement as well as Motor Carriers Officers will be present for questions. The policy has been updated with some wording changes and changes that place more accountability on the wrecker services. Lengthy discussion on this policy and whether there should be a limit on how many wreckers can be in the rotation.

Board Members were advised that Dispatcher Brandon Horstman is resigning to join an Environmental firm in Grand Rapids working with Hazardous Materials. Garrett Peterman will be joining our team as a part time employee. Discussion on part time employees and the difficulty to retain quality workers.

At the last meeting there was a motion to change the meeting time from 3:00 p.m. to 4:00 p.m. Since that change was made Chairman Savoie encountered a scheduling conflict with another board. **MOVED** by Ray Baker, supported by Dan Wilcox to move the meeting time back to 3:00 p.m. Motion Carried.

Next meeting is scheduled for Tuesday, July 25, 2017 at 3:00 p.m.

MOVED by Joe Shier and supported by John Riley to adjourn. The meeting was adjourned at 4:01 P.M.



Michelle Robbins



Robert Savoie