

# Kent County Dispatch Authority Administrative Policy Board

## Meeting Minutes

September 28, 2009 – 9AM

**Meeting Location:** City of Wyoming, City Hall

**Members Present:**

Curtis Holt	City of Wyoming;
Kevin Belk	City of Grand Rapids
Dave Peterson	Plainfield Township
Michael Young	City of Rockford
Larry Stelma	Kent County Sheriff's Department
Chuck Deschaine	City of Walker
Peter MacGregor	Cannon Township
James Hinton	City of Lowell
Senez Rodriguez	KCEMS

**Members Absent/Excused:**

Greg Sundstrom	City of Grand Rapids
Art Tanis	Kent County Board of Commissioners
Chris McIntire	Michigan State Police #61

**Members Absent**

Randy Gelderloos	City of Grandville
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**Guests:**

Cal Brinks, Jon Denhof, Kent County Purchasing; Rick Uslan, Motorola; Michelle Young, KCSD; Greg Grier, Motorola; David VanHouten, GRPD; Matt Groesser, KCSD; Karen Chadwick, GRPD; Kevin Walk, LIFE EMS; Greg Long, Walker PD; Chief Laura Knapp, GRFD; Tom Valdez, MSP; Kim Koster, Wyoming PD.

**Consultant:**

Ralph H. Gould, Interim – Executive Director

**Staff Present:**

Jennifer DeHaan, Kent County Administrator's Office

**Media:**

None

**Call to Order :**

9:04

**Action Items:**

**09-28-09-01**

Approval of the Agenda

To approve the September 28, 2009 meeting agenda

Motion by: Belk

Support by: Stelma

Unanimous

**09-28-09-02**

Approval of the Minutes

To approve the minutes of August 31, 2009.

Motion by: Peterson  
Support by: McGregor  
Unanimous

**09-28-09-03**      Members Excused: Greg Sundstrom, Chris McIntire, Art Tanis  
Motion by: Belk  
Support by: McIntire  
Unanimous

**09-28-09-04**      Motion to authorize the following expenditures and disbursements:  
July/August Expenditures and Disbursements

Payee	Amount	Date of Board approval
GEOTECH – Fiber verification	137.00	09-28-09
APCO Conference –Kent County Sheriff’s MGroesser	295.45	06-22-09
APCO Conference –DVanHouten/MGroesser	781.46	06-22-09
APCO Conference – Kent County Sheriff’s Dept. MGroesser – hotel	107.91	06-22-09
APCO Conference - RGould	1,281.15	06-22-09

Moved by: Stelma  
Support by: Belk  
Unanimous.

**09-28-09-05**      Motion to accept the recommendation of the Technical Advisory Committee and the Executive Committee to enter into negotiations with Motorola for a Computer Aided Dispatch system.  
Moved by: Young  
Support by: Deschaine  
Unanimous

**09-28-09-06**      Meeting Adjournment  
To adjourn the meeting of Administrative Policy Board.  
Moved by: Rodriguez  
Support by: Hinton  
Unanimous

**Public Comment:**    None.

### Summary of Discussion Items

- 1) **CAD Recommendation:** Curtis Holt stated that at the last meeting of the Administrative Policy Board, the Board requested that the Executive Committee discuss the CAD RFP evaluation and bring back a recommendation at the next meeting. Holt stated that included within the Agenda packet and distributed to Authority Board Members was a memo from the Executive Committee which summarized the major points of the evaluation process. Peter McGregor stated that the memo sufficiently answered the questions that he submitted to the Chair and asked for a brief discussion about the Motorola product. A discussion ensued. A **MOTION** was made by Michael Young, that based upon the recommendation of the Technical Advisory Committee and the Executive Committee that the Authority accept the recommendation to enter into negotiations with

Motorola for a Computer Aided Dispatch system. The **MOTION** was supported by Chuck Deschaine. The **MOTION** passed unanimously.

- 2) **Interim Executive Director Update:** Ralph Gould distributed an update to the Board and indicated that these were now being posted online under the reports section of the kent911 website. He stated that the PSAP negotiation process is underway and that Subcommittee chair Michael Young is holding a meeting on Friday with the qualified PSAPs. Gould stated that something new on the update was a recommendation to move forward with procuring 911 recording equipment that could handle next generation 911 calls. Gould stated that the MPSC was considering some changes to the 911 training funds that would adversely impact the Authority. He stated that he had provided comments to the MPSC which stated that the proposed changes would negatively impact KCDA operations.
- 3) **Executive Committee Update:** Holt stated that the executive Committee had been addressing the Authority's questions regarding the TAC recommendation. Two other items that need to be discussed are the expiring terms and the Annual Community Update. As it relates to the expiring terms, Dave Peterson noted that during the last appointment process, the Twp Fire Chiefs were asked to appoint a representative. Peterson stated that he would request that this be added to the Fire Chiefs next agenda in October. For the Township appointment, Peter McGregor stated that the Township Supervisors association has previously made this appointment and that he would ask for it to be added to their agenda. For the Rockford and Lowell appointments, Curtis stated that the past practice had been that there were four municipalities that had some level of interest in dispatching (Kentwood, Cedar Springs, Rockford, and Lowell) and that Rockford and Lowell were chosen to be appointed. Holt would work with Cedar Springs and Kentwood to ensure that they wanted to appoint a member or if the appointment of the Rockford and Lowell representatives was sufficient.
- 4) **Misc:**
  - a) Dave Peterson stated that the Fire Communications Act may have funds available for the Authority to apply for the radio project.

**Adjournment 9:40 AM**