



**Administrative Policy Board
Monday, January 26, 2015 at 10:00 AM**

Wyoming City Hall – 1st Floor West Conference Room

Agenda

- 1. Call to Order and Roll Call**
- 2. Confirmation of Board Members** Brian Bennett and Jay Spencer from Supporting Townships, Mark Meijer from KentEMS and Michael Young and Mark Herald from the Participating Agencies to the KCDA Administrative Policy Board (Holt)
 - a. **Resolution #1 - 012615** *to confirm the appointments of Brian Bennett and Jay Spencer representing the Supporting Townships to the KCDA Administrative Policy Board for a term expiring December 31, 2016.*
 - b. **Resolution #2 - 012615** to confirm the appointment of Mark Meijer representing KentEMS to the KCDA Administrative Policy Board for a term expiring December 31, 2016.
 - c. **Resolution #3 - 012615** to confirm the appointment of Michael Young and Mark Herald representing the Participating Agencies to the KCDA Administrative Policy Board for a term expiring December 31, 2016.
- 3. Election of Board Officers (Holt)**
 - a. Nomination/s For Chair of the KCDA Administrative Policy Board
 - b. Nominations/s for Vice Chair of the KCDA Administrative Policy Board
 - c. Nomination/s for Secretary of the KCDA Administrative Policy Board

d. Nomination/s for Treasurer of the KCDA Administrative Policy Board

4. Confirmation of KCDA Board Officers for 2015.

a. **Resolution #5 - 012615** to confirm the election of XXX as Chair of the KCDA Administrative Policy Board for 2015.

b. **Resolution #6 - 012615** to confirm the election of YYY as Vice Chair of the KCDA Administrative Policy Board for 2015.

c. **Resolution #7 - 012615** to confirm the election of WWW as Secretary of the KCDA Administrative Policy Board for 2015.

d. **Resolution #8 - 012615** to confirm the election of ZZZ as Treasurer of the KCDA Administrative Policy Board for 2015.

5. Public Comment

6. Members Excused

7. Approval of the Agenda – January 26, 2015

8. Approval of Minutes of December 15, 2014

9. Financial Report (Bonneau)

10. Voucher of Bills (*Motion to Authorize Expenditures and Disbursements as Attached*)

11. Finance Committee Report (Michael Young/Bonneau)

a. **Resolution #9 - 012615** to reauthorize the Obligated Fund Balance Projects.

b. Milestone payment to Motorola recommendation

12. Appointment of the KCDA Executive Committee for 2015 (Chair)

13. Appointment of the KCDA Finance Chair and Committee for 2015 (Chair)

14. Approval of the Contract for PSAP Concepts and Solutions, LLC to act as Executive Director of KCDA for 2015 (Chair)

a. **Resolution #10 - 012615** to extend the contract with PSAP Concepts and Solutions, LLC at \$85/hour for KCDA Executive Director services for 2015.

15. Approval of the Contract with Dickinson – Wright to act as the attorney for KCDA for 2015 (Chair)

- a. **Resolution #11 - 012615** to extend the contract with Dickinson – Wright to act as the attorney for KCDA for 2015.

16. Approval of the Rehmann - Robson contract to provide auditing services to KCDA for 2015. (Chair)

- a. **Resolution #12 - 012615** to extend the contract with Rehmann - Robson to perform auditing services to KCDA for 2015.

17. Resolution to Confirm the Strategic Direction of KCDA (*Holt*)

18. TAC Reports – (Groesser and Chadwick)

19. Update and Progress Report from Executive Director: (Bonneau)

20. Miscellaneous

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee Meeting

February 4, 2015 at 10:00 AM

City of Rockford, MI

KCDA Executive Committee Meeting

February 9, 2015 at 10:00 AM

City of Wyoming, Manager's Conference Room

KCDA Administrative Policy Board Meeting

February 23, 2015 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	Line Item	Fiscal Yr	Approval
Webtecs	WebSite Redesign	\$2,400.00	801.009	2014	Bonneau
HP	GR CAD RAM	\$4,760.32	984.927	2014	Curtis
Wyoming	Fiduciary Fee Jan	\$1,000.00	801.005	2015	Bonneau
HP	KC CAD RAM	\$5,950.40	984.927	2014	Curtis
Kent IT	GIS support	\$270.79	807.000	2014	Bonneau
HP	GR Workstations for CAD	\$26,187.14	984.927	2014	Bonneau
Motorola	CAD Software Maint	\$229,506.00	930.000	2015	Bonneau
HP	KC Workstations for CAD	\$30,752.66	984.927	2014	Bonneau
PCS	Executive Director December	\$5,306.75	810.000	2014	Curtis
GR	911 Surcharge Distribution July - Dec	\$733,875.00	956.525	2014	Bonneau
HP	KCSO Cad monitors	\$8,511.90	984.927	2014	Bonneau
HP	GR Cad monitors	\$5,706.33	984.927	2014	Bonneau
KC	911 Surcharge Distribution July - Dec	\$516,125.00	2014	956.520	Bonneau

Kent IT	GIS Support Dec 2014	\$917.16	2014	807.000	Bonneau
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Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
State GIS NG project	Bonneau	Evaluating Cost to Correct Deficiencies	In Progress
MSP Interface	Bonneau	Version 3.4 of P1 CAD	TBD
Smart911	Bonneau /Team	Awaiting State Implementation Meeting	TBD
Cassidian version Upgrade	Bonneau	Determining Final Cost	TBD
CAD to CAD interface	Young	Version 3.4 of P1 CAD	TBD
DECCAN interface	Young	In Progress	TBD
KCDA Strategy Meeting	Bonneau	Consensus Agreement	In Progress
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
Public Education Program	Bonneau	Awaiting new safety village planning meeting at	In Progress
CAD Workstation RAM Replacement	Bonneau	All RAM Delivered	Completed
KCDA APB Meetings in 2015	Bonneau	Legal Posting Scheduled	Jan 15
Motorola P1 CAD Milestone	Bonneau	Negotiating Payment for Version 3.3.1	TBD
Web Site Redesign	Bonneau	New Site Operational	Completed

MMRMA Insurance	Bonneau	In Renewal Process	Feb 15
Audit of 2014	Bonneau	Working with Fiduciary	Apr 15
Kent County Surcharge	Bonneau	Determine Extension Date	TBD
PSAP Contract	Holt	TBD	TBD



**Administrative Policy Board & Strategy Session
Monday, December 15, 2014 at 9:00 AM**

Wyoming Public Library – All Purpose Meeting Room

Minutes

1. Call to Order with a Quorum present at 9:03 AM by Chair Holt.

Members Present

Curtis Holt	City of Wyoming
Michael Young	City of Rockford
Lee Cook	City of Grandville
Laura Knapp	Grand Rapids FD
David Rahinsky	Grand Rapids PD
Dan Koorndyk	Kent County Commission
David Peterson	Plainfield FD
Mark Herald	East Grand Rapids DOPS
Dennis Hoemke	Algoma Township
Larry Stelma	Kent County Sheriff
Mark Meijer	Kent EMS
Chris McIntire	Michigan State Police

Members Excused

None

Members Absent

Chuck Deschaine City of Walker

Guests

Matt Groesser	Kent County Sheriff
Scott Brown	Kent County Sheriff
Peg Felix	Grand Rapid FD
Brian Bennett	Caledonia FD
David Kiddle	Grand Rapids PD
Brent Looman	Kentwood FD
Karen Chadwick, ENP	Grand Rapids PD
Michelle Young	Kent County Sheriff
John Melcher, ENP	Melcher Group
Ronald Bonneau, ENP	Executive Director

2. Public Comment - None

3. Members Excused - None

4. Approval of the Agenda – Motion to approve the Agenda of December 15, 2014, made by Herald.

Second by Peterson

Discussion – Bonneau advised there was a typo with the Executive Committee meeting listed as January 10th when it should have been January 11th and the Administrative Policy Board listed at January 25th when it should have been January 26th. Changes accepted by Herald and Peterson

Approved 11 - 0

5. Approval of Minutes – Motion to approve the minutes of October 27, 2014 made by McIntire

Second by Rahinsky

No Discussion

Passed 11 - 0

- 6. Confirmation of Board Member Dan Koorndyk – Resolution # 28-121514** to confirm the appointment and welcome Dan Koorndyk to the Policy Board made by Stelma

Second by Peterson

No Discussion

Passed 11 - 0(Bonneau)

- a. **Resolution #28-121514** to confirm the appointment of Dan Koorndyk to the Administrative Policy Board.

- 7. Financial Report** – Bonneau gave a report on the new income revenue from the State 9-1-1 surcharge that was received but is lagging around 4% less than expected. He also stated it seems as though the State is not remitting when they should each exact quarter. Bonneau also explained why line item for software maintenance is 150% over budget due to the delay in implementing the new Motorola CAD servers thus requiring a month to month maintenance contract that was not anticipated when the budget was drafted. There were no additional questions.

- 8. Voucher of Bills** - Motion to accept the Finance Report and Authorize Expenditures and Disbursements as Attached was made by Herald.

Second by Peterson

No Discussion

Passed 12 - 0

- 9. Finance Committee Report – None**

- 10. Approval of 2015 Administrative Policy Board Meeting Dates –**

Resolution #29-121514 to approve the KCDA Administrative Policy Board meetings in 2015 and post them to kent911.org and the Kent County Board was made by Stelma

Second by Knapp

No Discussion

Passed 12 - 0.

11. Approval of Kent GIS/IT Agreement

Resolution #30-121514 to continue the contract with Kent IT/GIS for IT and GIS support services for another year term beginning January 1, 2015 at a cost not to exceed \$35,000.00 was made by Young.

Second by Cook

No Discussion

Passed 12 - 0

12. TAC Reports – Groesser and Chadwick reported there was some problems with the 3.3.1 release of the PremierOne CAD product which caused the CAD system to be down for periods of time during both the install and during the Failover testing mechanisms. Motorola is working to identify the issue. The Failover has not been performed and has been rescheduled to Thursday, December 18th. A question was asked what do the PSAPs do when the CAD system is unavailable. The response is that 9-1-1 calls are answered and the PSAPs utilize a manual system for dispatching the calls similar to what was done by PSAPs before CAD systems were available.

13. Update and Progress Report from Executive Director: None

14. Miscellaneous - None

15. Strategic Session 1 & 2 – John Melcher facilitated the discussion of the Board for five hours. A summary of the discussions resulted in the following bullet points.

- a. **The main topic of interest was identified as the issue of Consolidation and is the most important issue facing the future of KCDA.** The remainder of the day focused on the various issues facing a consolidation effort. After much discussion it was the consensus of those attending that:
 - KCDA should expand their mission statement to include not only 9-1-1 call taking but also dispatch actions
 - KCDA is the logical administrative body to address the consolidation issue and possesses the skills sets necessary for a successful consolidation.

- KCDA is committed to consolidating public safety communications (9-1-1 call taking and dispatch) under the auspices of KCDA.
- KCDA is the logical body to address radio interoperability as a additional issue.
- KCDA believes that a new revenue sources from county surcharge increases and/or a new 9-1-1 millage rate.
- The Board decided that to implement this consolidation that various strategic increments will be required. The Board determined there will need to be a transition plan developed to discuss, and resolve these and other issues as the consolidation plan advances which are (not in the order of importance) the following:
 1. Approval of the new Mission of the Authority by the Kent County Board of Commissioners
 2. A legal plan for consolidation through KCDA
 3. Amendment of the 9-1-1 Plan for the County
 4. Consolidation considerations for survivability and functionality:
 - a. One hardened PSAP that does not require backup
 - b. Two PSAPs that are managed under the same administrative umbrella, yet serve as “hot” backups to each other.
 5. Consolidated for management functionality:
 - a. Civilian based PSAP
 - b. Public Safety based PSAP
 6. Location of the Consolidated PSAP
 - a. Remodeling or Expansion of Existing Space
 - b. New Construction
 7. Funding of the center, with a fair and equitable funding formula for all participants.
 8. Standardization of dispatch operations

9. Control of the Center
10. Higher quality to the citizens
11. Cost efficiencies and effectiveness
12. Human considerations which include pensions, collective bargaining agreements, health and other benefits
13. Staffing
14. EMD dispatching and assignment of resources.

16. Working Lunch – Noon – Catered In

17. Adjournment – 2:24 PM

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee Meeting

January 7, 2015 at 10:00 AM

City of Rockford, MI

KCDA Executive Committee Meeting

January 12, 2015 at 10:00 AM

City of Wyoming, Manager's Conference Room

KCDA Administrative Policy Board Meeting

January 26, 2015 at 10:00 AM

City of Wyoming First Floor West Conference room

Bills for Approval

Name	Purpose	Amount	Line Item	Approval
Webtecs	WebSite Redesign	\$2,400.00	801.009	Bonneau
Bonneau	Reimb for Lantronix	\$223.60	987.000	Curtis
Wyoming	Fiduciary Fee Nov	\$1,000.00	801.005	Bonneau
Eric Hutchinson	Motorola User Conf Travel Reimb	\$47.67	860.000	Bonneau
Kent IT	GIS support	\$270.79	807.000	Bonneau
Josh Howell	Reimb Travel CIF	\$392.65	860.000	Bonneau
Motorola	Hardware Maint	\$9,874.00	930.000	Bonneau
Wyoming	Fiduciary Fee Dec	\$1,000.00	801.005	Bonneau
MLive Media	Legal Posting Budget	\$341.80	801.021	Bonneau
PCS	Executive Director October	\$6,745.75	810.000	Curtis
PCS	Executive Director November	\$5,019.00	810.000	Curtis
HP	KCSO Cad monitors	\$8,511.90	984.927	Bonneau
HP	GR Cad monitors	\$5,706.33	984.927	Bonneau
Kent IT	IT GIS support	\$129.90	807.000	Bonneau
VanBelkum	NetClock Maint - Life	\$1,200.00	930.000	Bonneau
John Melcher	2 nd Payment	\$750.00	801.000	Bonneau
Bonneau	Office Supplies	\$55.49	727.000	Curtis
ENZA	Lunch Strategy Meeting	\$455.59	956.000	Bonneau
Bonneau	Reimb Donuts	\$35.00	956.000	Curtis

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
State GIS NG project	Bonneau	Evaluating Cost to Correct Deficiencies	In Progress
MSP Interface	Bonneau	Version 3.4 of P1 CAD	TBD
Smart911	Bonneau /Team	Awaiting Strategy Session	TBD
Cassidian version Upgrade	Bonneau	Determining Final Cost	TBD
CAD to CAD interface	Young	Version 3.4 of P1 CAD	TBD
DECCAN interface	Young	In Progress	TBD
KCDA Strategy Meeting	Bonneau	Dec 15 th	Dec 2015
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
Public Education Program	Bonneau	Awaiting new safety village planning meeting at GRM	In Progress
CAD Workstation Replacement	Bonneau	All workstations Delivered	Completed
KCDA APB Meetings in 2015	Bonneau	Posted	Dec 15
Motorola P1 CAD Milestone	Bonneau	Negotiating Payment for Version 3.3.1	TBD
Participating Member Reps	Bonneau	Sent letters	Jan 2015
Supporting Township Reps	Bonneau	Sent Letters	Jan 2015
Kent County Board Rep	Bonneau	Koorndyk Appointed – Board Confirmation	Dec 15
Kent County Surcharge	Bonneau	Determine Extension Date	TBD

PSAP Contract	Holt	TBD	TBD
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Account	Account Description	Approved Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund 994 - Kent County Dispatch Authority							
REVENUE							
545.000	State 911 Surcharge Revenue	1,070,000.00	244,773.00	.00	722,390.00	347,610.00	68
584.010	Kent County 911 Surcharge Revenue	2,939,876.00	727,617.17	.00	2,199,565.18	740,310.82	75
664.000	Interest on Investments Interest on Investments	17,000.00	95.14	.00	54,089.78	(37,089.78)	318
664.994	Interest on Investments Change in Market Value	.00	.00	.00	8,019.26	(8,019.26)	+++
688.000	Miscellaneous Income Miscellaneous Income	1,200.00	.00	.00	61,378.05	(60,178.05)	5115
REVENUE TOTALS		\$4,028,076.00	\$972,485.31	\$0.00	\$3,045,442.27	\$982,633.73	76%
EXPENSE							
Department 325 - Dispatch							
Activity 32500 - Communications/Dispatch							
727.000	Office Supplies Office Supplies	600.00	55.90	.00	234.55	365.45	39
740.001	Operating Supplies Postage	50.00	.00	.00	80.14	(30.14)	160
801.000	Professional Services Professional Services	100,000.00	.00	.00	750.00	99,250.00	1
801.005	Professional Services Accounting/Auditing Services	22,240.00	1,000.00	.00	21,615.00	625.00	97
801.009	Professional Services Marketing/Web Site	35,000.00	2,400.00	.00	5,800.00	29,200.00	17
801.021	Professional Services Legal Special Counsel	12,500.00	.00	.00	4,369.80	8,130.20	35
807.000	Geographic & IT Information Services Geographic & IT	35,000.00	917.16	.00	3,689.52	31,310.48	11
810.000	Contract Labor Contract Labor	78,000.00	5,306.78	.00	67,830.04	10,169.96	87
850.000	Communications Communications	650.00	.00	.00	.00	650.00	0
860.000	Travel and Training Travel and Training	5,400.00	.00	.00	5,399.17	.83	100
860.010	Travel and Training Training	600.00	.00	.00	600.00	.00	100
900.000	Printing & Advertising Printing & Advertising	1,500.00	.00	.00	.00	1,500.00	0
910.100	Insurance Property and Bonds	12,500.00	(1,642.62)	.00	7,174.38	5,325.62	57
930.000	Repairs and Maintenance Repairs and Maintenance	360,989.00	(79,056.48)	.00	496,592.04	(135,603.04)	138
956.000	Other Services Other Services	3,000.00	490.59	.00	874.14	2,125.86	29
973.056	Capital Outlay Computer System	600,346.00	.00	.00	.00	600,346.00	0
984.017	Capital Outlay Computer Equipment	17,500.00	.00	.00	233.60	17,266.40	1
Activity 32500 - Communications/Dispatch Totals		\$1,285,875.00	(\$70,528.67)	\$0.00	\$615,242.38	\$670,632.62	48%
Activity 32510 - Grand Rapids							
810.010	Contract Labor CAD/QA Administrator	70,500.00	.00	.00	70,500.00	.00	100
860.000	Travel and Training Travel and Training	9,400.00	.00	.00	7,922.89	1,477.11	84
956.520	Other Services Grand Rapids Distribution	858,000.00	122,337.50	.00	858,000.00	.00	100
956.911	Other Services Distribution of State 911 Funds	642,000.00	611,537.50	.00	611,537.50	30,462.50	95
Activity 32510 - Grand Rapids Totals		\$1,579,900.00	\$733,875.00	\$0.00	\$1,547,960.39	\$31,939.61	98%

Activity 32520 - Kent County							
810.010	Contract Labor CAD/QA Administrator	70,500.00	.00	.00	70,500.00	.00	100
860.000	Travel and Training Travel and Training	9,400.00	.00	.00	7,235.55	2,164.45	77
956.525	Other Services Kent County Distribution	572,000.00	57,662.50	.00	572,000.00	.00	100
956.911	Other Services Distribution of State 911 Funds	428,000.00	458,462.50	.00	458,462.50	(30,462.50)	107
Activity 32520 - Kent County Totals		\$1,079,900.00	\$516,125.00	\$0.00	\$1,108,198.05	(\$28,298.05)	103%
Activity 32530 - Capital Replacement Reserve							
956.912	Other Services FEMA Grant Match Contributions	149,920.78	.00	.00	149,920.78	.00	100
Activity 32530 - Capital Replacement Reserve Totals		\$149,920.78	\$0.00	\$0.00	\$149,920.78	\$0.00	100%
Activity 32590 - Capital Projects							
984.920	Capital Outlay Motorola	503,070.00	.00	.00	243,521.60	259,548.40	48
984.925	Capital Outlay Capital Replacement Savings Fund	1,032,263.22	.00	.00	.00	1,032,263.22	0
984.927	Capital Outlay Harware Replacement	782,000.00	56,939.80	.00	188,105.02	593,894.98	24
984.935	Capital Outlay MG GIS Mapping	80,000.00	.00	.00	.00	80,000.00	0
Activity 32590 - Capital Projects Totals		\$2,397,333.22	\$56,939.80	\$0.00	\$431,626.62	\$1,965,706.60	18%
Department 325 - Dispatch Totals		\$6,492,929.00	\$1,236,411.13	\$0.00	\$3,852,948.22	\$2,639,980.78	59%
EXPENSE TOTALS		\$6,492,929.00	\$1,236,411.13	\$0.00	\$3,852,948.22	\$2,639,980.78	59%
Fund 994 - Kent County Dispatch Authority Totals							
REVENUE TOTALS		4,028,076.00	972,485.31	.00	3,045,442.27	982,633.73	76
EXPENSE TOTALS		6,492,929.00	1,236,411.13	.00	3,852,948.22	2,639,980.78	59
Fund 994 - Kent County Dispatch Authority Totals		(\$2,464,853.00)	(\$263,925.82)	\$0.00	(\$807,505.95)	(\$1,657,347.05)	
Grand Totals							
REVENUE TOTALS		4,028,076.00	972,485.31	.00	3,045,442.27	982,633.73	76
EXPENSE TOTALS		6,492,929.00	1,236,411.13	.00	3,852,948.22	2,639,980.78	59
Grand Totals		(\$2,464,853.00)	(\$263,925.82)	\$0.00	(\$807,505.95)	(\$1,657,347.05)	

CAPITAL 32530

956.912

Capital Project Obligations from Restricted Fund Balance

FEMA Grant Match \$ -

32590

984.620

Motorola CAD Project Contract \$ 510,491

984.927

Motorola HP Hardware Replacement \$ 586,500

984.927

Motorola Workstation Replacement

984.925

Equipment Replacement Savings Fund \$ 1,023,262

984.935

GIS/Mapping \$ 80,000

TOTAL Capital Project Obligations \$ **2,200,253**

Resolution No. 13 - 012615

A Resolution to Confirm the Strategic Direction of the Kent County Dispatch Authority (KCDA)

WHEREAS:

1. KCDA held a Strategic Planning meeting on December 15, 2014, and
2. KCDA discussed the potential consolidation of 9-1-1 and dispatch services in Kent County, and
3. It was determined that KCDA possessed within its Board the skills necessary to accomplish a consolidation of 9-1-1 and dispatch services, and
4. It was determined that KCDA should expand their mission statement to include not only 9-1-1 call taking but also dispatch actions, and
5. KCDA is the logical body to address county wide radio interoperability as an additional issue, and
6. The KCDA Board has determined that consolidation of all 9-1-1 and dispatch activities in Kent County is of the highest priority,

NOW THEREFORE, BE IT RESOLVED:

1. That KCDA will pursue the necessary incremental steps to becoming a fully consolidated dispatch authority including both call taking and dispatch actions.
2. The KCDA will work with Kent County to determine the necessary steps to address funding options for the Authority.

Moved by Board Member:

Seconded By Board Member:

Motion Carried: Yes
 No



To: Administrative Policy Board
From: Executive Director Ronald Bonneau, ENP
Ref: Progress Report – January 26, 2015

1. At the Motorola conference I had a discussion with Tom Estes and Judy White about the installation of version 3.3.1 and the potential for a milestone payment following the successful implementation, Tom sent me a proposed letter that he wanted KCDA to sign indicating that the 3.3.1 version had been loaded and was working as expected. The letter addressed other deliverables that have not been received and did not ask for a milestone payment. I sent the letter out to the PSAP for review and concurrence on KCDA signing it, but due to the unforeseen circumstances that occurred on Christmas morning in reference to the 3.3.1 release I was informed by the PSAPs, and I concurred, that signing such a letter would be inappropriate at this time. I called Tom after Christmas and informed him of our decision to forego the signing of the letter. The letter of acceptance is pending at this time.
2. I continue to attend the Motorola conference calls on Phase II of the P1 CAD project and monitor the progress of the interfaces still due in Phase II. Motorola provided in December an overview of the design of the BUSS system which will serve as the hub from Motorola to all third party interfaces beginning with Version 3.4. The team believes this is the preferred way to proceed on these interfaces.
3. I placed two orders with MiDeal HP for the RAM upgrade for the P1 CAD workstations as requested by Grand Rapids and Kent County with expected delivery in the 2nd week of January. This should eliminate the RAM issue with the workstations and improve speed.

4. I have been in contact with Grand Rapids Free Press about the legal notice required for the Administrative Policy Board meetings in 2015 budget. I am in the process of scheduling the notice.
5. I have placed several calls to Paul Rzenick of ATT about the final price quote for the Cassidian/Airbus upgrade but have not received information.
6. The Finance Committee has requested a review of hosted solutions for the Cassidian/Airbus upgrade to determine if there is potential for cost containment, without sacrificing functionality of the services.
7. I have had additional conversations with Adam Eisenman about the State of Michigan initiative to implement Smart911 statewide. I have received the discounted quote for KCDA to upgrade the Smart911 state program and am reviewing it for the future discussions. We have a face-to-face meeting with Smart911 scheduled with the PSAPs on Thursday, January 29th.
8. I have received the quotes from VanBelkum for the installation of Netclock units at AMR and Rockford ambulance. This project can begin at any time the Authority deems it necessary but will need to be in place prior to the CAD to CAD interface from Motorola.
9. I had a phone meeting with the Grand Rapids Children's Museum concerning their new miniature Grand Rapids town project and the KCDA 9-1-1 component to the exhibit. I am awaiting a face-to-face planning meeting with them in Feb.
10. I met with Webtecs and approved the new functional design of kent911.org. As reported earlier, the design change was necessitated by the new web site software being used by Kent Access which is the parent web site application server that our web site runs in. I expect the new designed site to be operational by the end of January 2015.
11. I conducted Board member orientations for Brian Bennett and Jay Spencer to help them understand the functional and procedures used by the Authority. I also provided each with copies of KCDA policy and procedures and the FY2015 budget for their review.

Respectfully submitted,
Ronald Bonneau, ENP