



**Administrative Policy Board
Monday, February 27, 2017
10:00 AM**

City of Wyoming, 1st Floor West Conference Room

Minutes

1. Call to Order and Roll Call by Chair Curtis Holt at 10:05 a.m.

<i>Name</i>	<i>Represents</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
Curtis Holt	Wyoming	X		
John Lehman	Grand Rapids FD	X		
Larry Stelma	Kent Co. Sherriff			X
Mark Herald	Participating Agency	X		
Roger Morgan	Kent Co. Board		X	
David Rahinsky	Grand Rapids PD			X
Lee Cook	Grandville			X
Mike DeVries	Grand Rapids Township	x		
Mark Meijer	Kent County EMS	X		
Chuck Deschaine	Walker	X		
Chris McIntire	MSP	X		
Jeff Drake	Solon Township FD	X		
David Jones	Rockford	X		

Guests:

Guest	Karen Chadwick	GRPD
Guest	David Kiddle	GRPD
Guest	Scott Brown	KCSO
Guest	PW McWatters	GRPD
Guest	Michelle Young	KCSO
Guest	Robert Waddel	KCEMS
Guest	Rebecca Whittmann	GRCC
Guest	Richard Roberts	Kentwood

2. Public Comment – None

3. Board Members Attendance Report as of January 23, 2017

4. Approval of the Agenda of February 27, 2017

Motion made by Herald to approve the agenda for the February 27 meeting, seconded by Jones. Motion passed unanimously.

5. Members Excused

Motion made by Drake to excuse Stelma, Rahinsky and Cook; seconded by McIntire. Motion passed unanimously.

6. Approval of Minutes of January 23, 2017

Minutes stand as presented.

Note: Drake inquired about the funding amount for the State Contributions (income to authority) in the Finance Report was left blank. Holt will verify this information with Bonneau.

7. Financial Report and Voucher of Bills

8. Bills Payable and Due

Motion to approve the Financial Report, Voucher of Bills and Bills Payable and Due made by McIntire, seconded by Jones. Motion passed unanimously.

9. EMS Funding Decision

- a. Conflict of Interest Opinion
- b. Policy Decision to Fund EMS Radios

Holt reviewed the minutes from the January meeting and the decision behind tabling the Conflict of Interest vote at the January meeting. Holt explained the conflict of interest question, which came from the attorney, was whether Meijer and/or Morgan could vote on a policy question to fund EMS radios for private or nonprofit ambulance providers. The attorney's recommendation is no. No action was taken at the January meeting.

Young updated the committee on recent meetings with Kent County Emergency Management which she felt would lead to a funding gap for radios requested by private or nonprofit EMS providers. The funding, approximately \$318,000, will provide a limited number of radios to EMS but not complete funding for EMS of the radios. The EMS question is still outstanding. It was noted the final vote to approve this funding has not yet occurred,

Holt reviewed resolution 11-022717. Two issues exist, first if the KCDA votes on this resolution, there is possibly a conflict of interest and the board would have to vote on if the conflict of interest exists for Board members Morgan and Meijer. before voting on resolution 11-022717.

There was a discussion at the January meeting regarding how the radios be purchased either through the KCDA or Kent County Emergency Management. Discussion continued on the KDCA or the County holding the money to purchase radios and how to fund the gap. It was noted that Motorola has given a discount for the County to purchase radios, not a third party.

Waddel, Executive Director of KCEMS, expressed his concern regarding the situation. EMS feels that after decades of collaboration with emergency services, fire and EMS that this process has hurt their partnerships and taken steps backwards. Waddel assured the committee that KCEMS will continue to collaborate and perform work as usual. Waddel asked that the committee try to repair the damage that has been created.

McIntire noted the importance of the radios and explained that he has a concern with voting against an attorney opinion that indicates that we cannot lawfully fund Radios for private ambulance providers Meijer explained he felt after discussions with the attorney that there was never an indication that there was a prohibition separate from the relationship from the bond and tax exempt status.

Holt reviewed an opinion given by attorney Scott Smith regarding the KCDA not having the authority to expend private funds for the benefit of private industries. Young suggested having a pointed discussion with Kent County.

The board asked for clarification on the following items:

1. Does the issue of Public Funds used for a private purpose apply to all funds including: bond funds, surcharge funds and state contributions?
2. Can we lease radios to Private EMS?
3. What about past purchases of equipment (legal or illegal)? Net clock, interface, etc...

10. EMS Alternative Funding Proposal

- a. **Resolution # 11 – 022717** to enter into contract negotiations with Kent County Emergency Management Department for purchase and provisioning of 260 – Motorola 800 MHz portable and/or mobile radios for use by LIFE and AMR EMS and repayment of 800 MHz radios costs incurred by Rockford EMS.

A motion was made to table the resolution by Lehman, seconded by McIntire. Motion was approved 8-1, with Herald dissenting.

11.800 MHz radio Project Steering Committee Update and Discussion

- a. General Information Report
- b. Control Station Count Issue
- c. Bond Issue
- d. Alternative distribution of radios to GRCC from Cache

Brown explained everything is going well. Focusing on new tower builds. On March 20, the Steering Committee will be attending a one day basic training course. There was an issue with the GRCC Police Department that included miscommunication in regards to including them in the radio count. GRCC's radio count is 19, which includes 15 portables and 4 mobiles. The final count for control stations is 41. Brown noted a control station is a mini dispatch station. Brown will get an exact cost of each station.

Chadwick inquired about the intergovernmental agreements status. Holt explained one is ready to go but questioned whether it is needed at this point due to not currently needing to distribute the radios. Holt voiced his concern as to why the radios would be distributed at this point when they are currently all in a secure location. There is an insurance cost to continue to hold them. The committee agreed that the radios should continue to be stored in one secure location until ready to program. It was also suggested to check with the MMRMA to see if the insurance costs can be reduced.

Motions:

A motion was made by Drake for the KCDA to retain the radios until ready to program and distribute; seconded by Herald. Motion passed unanimously.

A motion was made by McIntire to provide radios to the GRCC Police Department was made and seconded by Deschaine. Motion passed unanimously.

12. PSAP Call Handling Agreements

Holt reported that he had a meeting with the City and County about a call handling agreement/methodology to create it. At this time, this discussion has been put on hold. Information will be provided as this topic progresses.

13. Smart911 Promotion Status

- a. **Resolution #15 – 022717** to approve the contract with Sabo Group for promotion of Smart911 in Kent County at a cost not to exceed \$25,000.00

A motion was made by DeVries to accept resolution # 15 -022717,

seconded by Drake, motion passed unanimously.

14. TAC Reports

1. Motorola CAD P1 Phase II status
2. CAD P1 Version 4 Upgrade
3. Motorola Version 4 Hardware Upgrade (Replacement Hardware)
4. Airbus Project

Chadwick reported there are no updates on the existing CAD; they continue to take small upgrades. Motorola is working on the version 4 upgrade; the mapping layer is being installed. Hardware is fully in place. There is a conference call being set up to discuss Airbus concerns.

15. Update and Progress Report from Executive Director:

Meijer inquired about asking Bonneau at the last meeting to explore the ability to extend the discount timing allowed to purchase the radios. Holt will check on this with Bonneau.

16. Miscellaneous – For the Good of the Order

17. Adjournment

Meeting adjourned at 11:10 a.m.

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee

Weds, March 8, 2017

City of Wyoming, Manager's Conference Room

KCDA Executive Committee

Monday, March 13, 2017

Manager's Conference Room – City of Wyoming

KCDA Administrative Policy Board Annual Meeting

Monday, March 27, 2017 at 10 AM

1st Floor West Conference Room – City of Wyoming