



**Administrative Policy Board
9:30 am Monday, June 25, 2012
Wyoming City Hall, Lower Level Conference Room**

Agenda

- 1. Call to Order**
- 2. Public Comment**
- 3. Presentation on Future Voice Radio – Harris**
- 4. Approval of the Agenda – June 25, 2012**
- 5. Approval of the Minutes – May 21, 2012**
- 6. Members Excused**
- 7. Financial Report** (*Motion to Authorize Expenditures and Disbursements as Attached*)
- 8. Presentation of FY2011 Audit – (Rehmann)**
- 9. Cassidian Maintenance Issue – (Bonneau) - Tabled**
- 10. Kent County Treasurer Pooled Asset Agreement: (Bonneau)**
Motion to approve the agreement with Kent County Treasurer to invest KCDA funds in the Pooled Assets Investment Fund.

11. Kent County Treasurer Sweep Fund Resolution – (Bonneau)

This motion is supported by the motion approved on 05-21-2012 in which KCDA approved changing financial service providers.

Motion to authorize Kent County, which currently manages the Authority's financial services, to complete a one-time transfer of \$120,000 to the Authority's new account being held at the City of Wyoming and to authorize Kent County to transfer all remaining funds to KCDA - City of Wyoming in July after all accounts are reconciled.

12. Strategy Retreat – (Holt)

13. Update from TAC (Michelle Young and Karen Chadwick)

- a. CAD
- b. CPE
- c. Radio Consultant RFP

14. AWT Issue and Lockhart Review of Contract - (Bonneau)

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

16. Executive Committee Update (Holt)

17. Miscellaneous

Upcoming Meetings (www.kent911.org)

KCDA Executive Committee Meeting:

Monday, July 9, 2012 at 10:00 AM, Wyoming City Hall

KCDA Administrative Policy Board Meeting:

Monday, July 23, 2012 at 9:30 AM, Wyoming City Hall

Bills for Approval

Name	Purpose	Amount	Approval
Kent Co	IT Services Mar, Apr, May	364.76	Curtis
Kent Co	IT Services Feb	\$1,056.69	Curtis
Kent Co	GIS Services Feb	\$6,092.19	Curtis
PCS	Consulting May 12	\$6,363.75	Curtis
Proforma	Gould Award	\$223.18	Curtis
Van Belkum	NICE Logging Maint	\$13,800.00	Contract
Van Belkum	Monthly Auditing	\$3,250.00	Contract
Van Belkum	GR SpectraCom	\$1,200.00	Curtis

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
Fiduciary RFP	Young	Approved	Closed
Travel Policy	Bonneau	In Review with Fiduciary	8-18-12
New Authority Mailing Address	APB	Approved	Closed
5 / 10 year Capital Budget	Holt, Young and Bonneau	In Progress	7-9-12
PSAP Call Handling Agreement	Bonneau	Awaiting first half year call statistics	8-1-12
Web Site Redesign	Bonneau	In Progress	TBD
CAD to CAD interface	Young	In Progress	TBD
CAD Installation Timeline and Progress Reports	Chadwick and Young	Weekly Conference Calls with Motorola	TBD
Zetron Paging	Chadwick		TBD
Interface of ProQA Paramount to Motorola CAD	CAD KCSO	In Discussion with Motorola	TBD
Live MUM	Pending		TBD
Fire Grant Project	In Progress	Working Group	3-1-13
Finance Policy	In Progress	1 st Draft with EC	7-23-12
Finance Procedures	In Progress	1 st Draft with EC	7-23-12