



To: Administrative Policy Board
From: Executive Director Ronald Bonneau, ENP
Ref: Progress Report – June 24, 2013

1. Pursuant to the Rehmann Audit I am working on a Fund Balance Policy for KCDA through the Finance Committee.
2. I had a meeting with Media Place Partners of Grand Rapids concerning the Scope of Work proposal they offered to the Authority.
3. I had a meeting with DDM of Grand Rapids, another marketing firm, referred to the Authority by the City of Rockford. We discussed the interest in making the general public aware of the mission and successes of the Authority, the need for enhanced public education about 911 in general as well as future technology initiatives of the Authority. I also arranged for a tour of the Kent County Sheriff's dispatch center and have received a Scope of Work proposal from them.
4. I attended the May meeting of the Finance Committee as well as the Special Meeting of the Finance Chair, the Board Treasurer, the Board Chair, Sheriff Stelma and Chief Belk where financial policy as it relates to the FY2014 and ongoing operations of the Authority was discussed. This is especially important as the Finance Committee moves forward with balancing the Authority income against expenses in the effort to eliminate using fund reserves on a yearly basis for operating costs.
5. I attended the June meeting of the Finance Committee where the Fund Balance document was discussed and reviewed, the Rehmann audit was discussed and recommended for acceptance to the APB, the FEMA grant funding obligations were discussed as well as the budget preparation for FY2014.
6. I attended the May TAC meeting where EMD was discussed as well as completion of Phase I and the planning for Phase II project issues with Motorola

7. I am participating in the reading, review and scoring of the FEMA radio project bids as received from Harris, Motorola, ModuCom, Zetron and Exelis.
8. I attended the May Quality Improvement, Dispatch Clearing Committee and Dispatch Review Committee meetings for KentEMS. During the meeting we used the scoring tool to evaluate compliance to two EMS calls as processed for resource allocation and also where EMD was provided.
9. I continue to attend the weekly Motorola CAD conference calls and participate in the review of contracted CAD software items from Motorola. The CAD committee is reviewing them will make recommendations to the Board for concurrence on how to proceed from a contractual basis with the vendor.
10. I attended the Motorola Open Contract item review with the PSAP's and had a face to face meeting with Judy White on open items being addressed by Motorola and the PSAP's which has resulted in a follow up meeting with Mr. Boyle from Motorola. I attended the meeting with Mr. Boyle and members of the Motorola CAD project and a new method of testing was discussed and agreed upon where Motorola will reimburse PSAP personnel for conducting some of the Hot Fix and Releases in the training/testing system at both PSAP's. It was felt that some of the disconnect from the Motorola facility in Westminster to our system results from the inability of Motorola to operate in our environment and with all interfaces present. Additionally, Motorola has agreed to some equipment upgrades to allow for the testing/training server to mimic the production server.
11. I spoke with WOOD TV and their reporter upon the request of the Chair about the Motorola CAD issue. I also provided some information as requested by WOOD TV.
12. I attended the Michigan Communications Directors Association and the Michigan NENA/APCO meeting in Mt. Pleasant, Mi.
13. I attended the Mi NENA/APCO State Conference in Lansing where I also presented two seminars on "Social Media in 9-1-1 Centers" and "9-1-1 for Seniors: Specialized Education".
14. I participated in the preparation of the State Nine One One Committee (SNC) Annual Report along with the 911 Coordinator Capt. Chuck DeWitt and staff.

15. I had a face to face meeting with the State 911 Director Harriet Miller-Brown on the State NG911 GIS project and attended a seminar on the subject with Matt Groesser. I also spoke with HMB at the NENA Conference about the process we needed to follow on the GIS project.
16. I participated, along with the KCDA Finance Committee, in the review of the Rehmann Audit of FY2012 and prepared a written memo of their report of deficiencies to the Board. I signed the Rehmann management audit letters with Curtis.
17. I continue to attend the Motorola conference calls on CAD and monitor the progress in addressing the punch list of items to be fixed. Happily the Query issue to LEIN has been solved.
18. I finished the asset inventory tagging in both PSAP's this week and the asset list was provided to Gail Shepard at Wyoming for processing. It was determined by Ms. Shepard that there is no distinct advantage of having them re-enter the information into their software program for asset control and she believes the Excel spreadsheet created by the ED is sufficient for our amount of assets being tracked and managed.
19. I processed the NENA Conference Registration for Ms. Prince of GR PSAP and the APCO registration for Karen Chadwick of GR PSPA using the Fifth Third Bank Credit Card issued to KCDA.
20. I had a conversation with Jon Stones of Priority Dispatch about the pending payments due to the vendor from KCDA and our current discussions about EMD issues. Mr. Stones indicated that he is willing to discuss other options available to the Authority should a decision on EMD affect our current contract with Priority Dispatch and prior payments of about \$95,000 to them.
21. I attended one day training in Mackinaw City on Electronic Discovery, Internet Privacy Laws and the State Nine One One Committee annual report as well as the MCDA meeting.
22. I processed a check from MMRMA, the annual excess premium distribution, in the amount of \$1,357 through the Fiduciary.
23. I received notification from the finance department at Kent County that they had received surcharge checks in May totaling \$148,895.67 from the State 9-1-1

surcharge and \$267,553 from the Kent County 9-1-1 surcharge as well as \$170.12 in interest to be transferred and deposited into our accounts (reference in Financial Report). I also received notification from Kent County that the Authority has received \$580,757.61 in Kent County 9-1-1 surcharge in June which is not reflected on the attached financial report. Realizing that the Kent County 9-1-1 surcharge is for the second quarter and totals \$848,310 we are on our way to hitting the mark for projected income from this source in the current fiscal budget.

24. I attended the NENA Conference and had meetings with Cassidian as Text to 9-1-1 ratchets up across America. We discussed the interim texting solutions available prior to full IP Texting is available on an IP enabled network and they provided several solutions that are working today in PSAP's they serve.
25. At NENA I spoke with an individual from Smart911 about a potential presentation to the KCDA policy board as we continue to invite speakers to learn about new and emerging technologies in 9-1-1. A tentative date in August was discussed.
26. I was reappointed as the Board liaison for National NENA to the Federal Railroad Administration where we are actively working on some railroad training curricula and special PSAP boundary data for the US DOT EOC in Washington, DC and where I have a meeting with the Administrator of FRA on July 16th in DC.
27. I was approved as a member of the State of Michigan SNC Committee on Certification where the committee audits four PSAP's in Michigan annually.

Respectfully submitted,
Ronald Bonneau, ENP