

**C.C.E. Central Dispatch Authority  
Board of Directors**

**MINUTES**

**January 15, 2020**

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**BOD MEMBERS PRESENT**

Chris Christensen  
Michael Cain, Chairman  
Lyon Stephens  
John Wallace, Vice Chair  
Mike Newman  
Harold Koviak  
Bill Shorter, Secretary  
Rob Straebel  
Pat Ball  
Bill Dohm

**REPRESENTING**

Charlevoix County Board of Commissioners  
Charlevoix County Cities and Villages  
Charlevoix County Townships  
Cheboygan County Board of Commissioners  
Cheboygan County Board of Commissioners (Alt)  
Cheboygan County Townships (Alt)  
Emmet County Board of Commissioners  
Emmet County Cities and Villages  
Emmet County Townships  
Emmet County Townships (Alt)

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**BOD MEMBERS ABSENT**

Shirley Roloff  
Mark Heydlauff  
Todd Sorenson  
Marcia Rocheleau  
David White  
Victor Sinadinowski

**REPRESENTING**

Charlevoix County Board of Commissioners (Alt)  
Charlevoix County Cities and Villages (Alt)  
Charlevoix County Townships (Alt)  
Cheboygan County Townships  
Emmet County Board of Commissioners (Alt)  
Emmet County Cities and Villages (Alt)

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**911 COMMITTEE MEMBERS**

Kevin Shepard  
Jeff Lawson  
John Calabrese  
Becki King  
Bob Engel

**REPRESENTING**

Charlevoix County Administrator  
Cheboygan County Administrator - Absent  
Emmet County Administrator - Absent  
Fiscal Officer  
Civil Counsel

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**OTHERS PRESENT**

Al Welsheimer  
Mikes Reaves  
Pam Woodbury  
Rob Jerman  
Candace Pierce

**REPRESENTING**

TAC Liaison  
Emmet County  
CCE Central Dispatch  
CCE Central Dispatch  
CCE Central Dispatch

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**Call to Order:** Chairman Mr. Cain called the meeting to order at 3:00 PM.

**Pledge of Allegiance**

**AGENDA #3: Election of Officers for 2020 CCE 911 Board of Directors – Action Item**

Mr. Cain gave the election process over to Ms. Woodbury, who then requested nominations for Chairman of the board.

Chairman

Mr. Shorter nominated Mr. Cain for Chairman with Support from Mr. Ball.

***Mr. Wallace made a motion to close the nominations and cast a unanimous ballot with Support from Mr. Ball.***

**Voice Vote**

**Ayes: Wallace, Cain, Straebel, Shorter, Koviak, Christensen, Ball, Stephens**

**Nays: None**

**Motion carried with unanimous voice vote. Absent; Rocheleau**

Vice-Chairman

Mr. Shorter nominated Mr. Wallace for Vice-Chairman with Support from Mr. Ball.

***Mr. Wallace made a motion to close the nominations and cast a unanimous ballot with Support from Mr. Ball.***

**Voice Vote**

**Ayes: Cain, Wallace, Straebel, Shorter, Koviak, Christensen, Ball, Stephens**

**Nays: None**

**Motion carried with unanimous voice vote. Absent; Rocheleau**

Secretary

Mr. Wallace nominated Mr. Shorter for Secretary with Support from Mr. Koviak.

***Mr. Wallace made a motion to close the nominations and cast a unanimous ballot with Support from Mr. Koviak.***

**Voice Vote**

**Ayes: Wallace, Straebel, Shorter, Koviak, Cain, Christensen, Ball, Stephens**

**Nays: None**

**Motion carried with unanimous voice vote. Absent; Rocheleau**

Fiscal Officer – Becki King agreed to continue to serve this position.

Recording Secretary – Candace Pierce will continue to serve this position.

**Attendance:** See above

**Public Comment:** None

**Correspondence:** None

**AGENDA #7: Consent Agenda – Action Item to Approve, Receive and File**

- a. Minutes for December 18, 2019

- b. Financial Report for November 2019
- c. Financial Report for December 2019

***Motion made by Mr. Wallace, with Support from Mr. Stephens, to approve, Receive and File the Consent Agenda as presented.***

**Rollcall**

**Ayes; Stephens, Straebel, Cain, Christensen, Wallace, Ball, Shorter, Koviak**

**Nays; None**

**Motion carries by rollcall vote.**

**AGENDA #8: Lease Agreement Renewal for 1718 US 131 Hwy – Action Item**

Ms. Woodbury said it was time to renew the house rental agreement and said it was working out well with Rob staying next door. Mr. Christensen asked if there were any real issues with the house? Mr. Jerman said the electrical was old, otherwise the house was fine. Further discussion took place.

***Motion made by Mr. Ball, with Support from Mr. Wallace, to renew the Lease Agreement, as presented.***

**Rollcall**

**Ayes; Cain, Christensen, Ball, Shorter, Koviak, Stephens, Straebel, Wallace**

**Nays; None**

**Motion carries by rollcall vote.**

**AGENDA #9: 2020 Goals and Objectives – Discussion**

Ms. Woodbury reviewed CCE's goals and objectives with the board. Mr. Straebel said he was very happy to see the 5 Year Budget including the Capital Improvement Plan, and then asked if the infrastructure and capital improvement was within the 3 counties. Ms. Woodbury said yes, those capital improvements would include software upgrades within the 3 counties and for our 911 center but also just out budget. What will our needs look like and how will those savings look when VHF is all finished up. What are the county contributions at that time and can we reduce them? There will be a big savings after VHF goes away and that needs to be reviewed at that time. Further discussion took place.

Mr. Cain asked if there were any goals or objectives that need to be carried over from 2019? Ms. Woodbury said 2 objectives were carried over, which were improving overtime and work environment. Mr. Wallace said as far as capital goes, the dispatch room looks amazing. Mr. Stephens also commented that he took a quick tour and it looks great.

***Motion made by Mr. Ball, with Support from Mr. Straebel, to adopt the goals as presented.***

**Voice Vote**

**Ayes; Cain, Christensen, Shorter, Koviak, Stephens, Ball, Straebel, Wallace**

**Nays; None**

**Motion carries by voice vote.**

**AGENDA #10: 911 Board Report**

Ms. Woodbury briefly reviewed the report with the board.

**ROUNDTABLE**

**Ball** – Nothing

**Cain** – Nothing

**Christensen** – Nothing

**King** – Nothing

**Dohm** – Nothing

**Newman** - Nothing

**Koviak** – Nothing

**Wallace** – Nothing

**Shorter** – Nothing

**Straebel** – Nothing

**Wallace** - Nothing

**Woodbury** - Nothing

**Jerman** - Nothing

**ADJOURNMENT**

Motion made by Mr. Cain to adjourn the meeting at 3:33 PM.

Respectfully submitted by Candace Pierce