

**C.C.E. Central Dispatch Authority**  
**Board of Directors**  
**MEETING LOCATION**  
Bear Creek Township Hall  
373 Division Rd.  
Petoskey, MI 49770

**MINUTES**

**October 16, 2019**

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**BOD MEMBERS PRESENT**

Chris Christensen  
John Wallace, Vice Chair  
Mike Newman  
Harold Koviak  
Bill Shorter, Secretary  
Rob Straebel  
Pat Ball

**REPRESENTING**

Charlevoix County Board of Commissioners  
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

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**BOD MEMBERS ABSENT**

Shirley Roloff  
Michael Cain, Chairman  
Mark Heydlauff  
Lyon Stephens  
Todd Sorenson  
Marcia Rocheleau  
Victor Sinadinowski  
David White  
Bill Dohm

**REPRESENTING**

Charlevoix County Board of Commissioners (Alt)  
Charlevoix County Cities and Villages  
Charlevoix County Cities and Villages (Alt)  
Charlevoix County Townships  
Charlevoix County Townships (Alt)  
Cheboygan County Townships  
Emmet County Cities and Villages (Alt)  
Emmet County Board of Commissioners (Alt)  
Emmet County Townships (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  
Fiscal Officer  
Civil Counsel

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**OTHERS PRESENT**

Kyle Knight  
Al Welsheimer  
Rob Jerman  
Candace Pierce

**REPRESENTING**

Harbor Springs Police Dept.  
TAC Liaison  
CCE Central Dispatch  
CCE Central Dispatch

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**Call to Order:** **Vice-Chair Mr. Wallace** Chairman ~~Mr. Cain~~ called the meeting to order at 3:05 PM.

**Pledge of Allegiance**

**Attendance:** See above

**Public Comment:** None

**Correspondence:** None

**AGENDA #6: Consent Agenda – Action Item to Approve, Receive and File**

- a. Minutes for August 21, 2019
- b. Financial Report for July 2019
- c. Financial Report for August 2019

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

**Rollcall**

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

**Nays; None**

**Motion carries by rollcall vote.**

**AGENDA #7: CCE Public Safety Software System RFP – Action Item**

Mr. Jerman said the Technical Advisory Committee reviewed and gave their approval of the RFP, along with legal counsels' approval. He told the board that CCE received approval for a grant that was applied for, and the amount was \$350,000.00. Mr. Straebel asked when the bids were due back, Mr. Jerman said November 19<sup>th</sup>.

***Motion made by Mr. Ball, with Support from Mr. Koviak, to approve and send out the Public Safety Software System RFP, as presented to the board.***

**Rollcall**

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

**Nays; None**

**Motion carries by rollcall vote.**

**AGENDA #9: 911 Board Report**

Mr. Jerman reviewed the board report. He said due to the remodel, we weren't able to access the recording software in time, to include those numbers for the report, although they are still being counted. Our newest employee resigned due to family issues, so we posted the position again, and are currently reviewing the applications as they come in. The entire dispatch center is being remodeled right now, so employees have been moved downstairs to the conference room. Furniture has been disassembled and removed from the room. Carpet has been removed from the walls, walls have been painted, and floor tiles have been removed. Empiric Solutions and TCS will be here to work on adding new cables, replacing and removing old ones under the raised floor, then flooring contractors will return to install the new flooring. Painters will return to finish the touch up paint and trim, and then Xybix will assemble the new dispatch furniture after that. Empiric Solutions will come back and bring all the computer/dispatch

equipment back up to the new desks in the dispatch center, from the basement. We should have everything done the week before Thanksgiving.

Mr. Newman asked why it took so long to hire someone. Mr. Jerman explained that the background check takes time, in addition to fingerprinting, physical and drug testing. He said we had over 150 applications, and running the selected ones through Critical testing just took time. Mr. Jerman talked about an issue that came up regarding Charlevoix tower. He said the Michigan Tall Structure Act Group did not like the height of the monopole going up at the Charlevoix Sheriff's Department. If we reduce the monopole height, there is a possibility we could continue with original plan. The maximum height of the pole can only be 57 feet now, which will impact coverage. Mr. Christensen said it's unacceptable, and the whole reason we did this was to get the penetration and coverage that was necessary. He said there was no point in reducing the tower height if it will negatively impact the ability to make that system work. He also said it's not about blame but about finding an alternative option now. Mr. Straebel asked about alternative locations. Mr. Jerman said he went with Sheriff Vondra and Motorola and checked out a couple other locations, and so far the best option was the coast guard monopole. They also looked at Charlevoix elementary school that the county just purchased, because there is plenty of land and lots of area to put up a tower if necessary. Further discussion continued.

Mr. Jerman finished the board report by mentioning the building upgrades, such as the roof and gutters, were both complete. He said 24/7 Sewer Company came and water jetted a clog out of the drainage tiles. After that we had some heavy rain, and it didn't appear to have any water leakage downstairs in the stairwell.

#### **ROUNDTABLE**

**Ball** – Nothing

**Christensen** – Nothing

**King** – Nothing

**Koviak** – Nothing

**Newman** – Nothing

**Shorter** - Nothing

**Straebel** – Nothing

**Wallace** - Nothing

**Jerman** - Nothing

#### **ADJOURNMENT**

Motion made by Mr. Shorter to adjourn meeting at 3:32 PM, with Support from Mr. Ball.

Respectfully submitted by Candace Pierce