



Barry County Central Dispatch
Administrative Board Meeting Minutes

July 22, 2019

- A. Forbes called the meeting to order at 2:02 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Forbes, Smelker, Redman, Houchlei, Murphy, Vujea, VonSeggern, Weeks & Brower
Absent: Cove & Wilson
Others in attendance: Director Lehman (BCCD), Stafford (BCCD)
- C. There were no amendments to the agenda.
- D. A motion was made by Redman and seconded by Smelker to approve the agenda as written for today's meeting. **All in favor. Motion carried.**
- E. A motion was made by Murphy and seconded by Smelker to approve the minutes as written from the June 2019 meeting. **All in favor. Motion carried.**
- F. Committee Reports
 - a. Personnel Committee
 - 1. No meetings were held this month.
 - b. Finance Committee
 - 1. No meetings were held this month.
 - c. Equipment Committee
 - 1. No meetings were held this month.
- G. Directors Report was reviewed and discussed.
- H. New Business
 - a. Policies & Procedures
 - i. A motion was made by Murphy and seconded by Redman to add Policy & Procedure 260, Peer Support. **All in favor. Motion carried.**
 - ii. A motion as made by Vujea and seconded by Smelker to delete Policy & Procedure 385, Communications Center Safety Rules. **All in favor. Motion carried.**
 - iii. A motion was made by Vujea and supported by Weeks to correct Policy & Procedure 405, Call Intake. **All in favor. Motion carried.**
 - iv. A motion was made by Murphy and supported by Redman to delete Policy & Procedure 410, Complaint Cards and Activity Logs. **All in favor. Motion carried.**
 - v. A motion was made by Vujea and supported by Redman to delete Policy & Procedure 415, GRAIL. **All in favor. Motion carried.**
 - b. Zuercher Failover Server was discussed as a potential backup to the new Zuercher servers that will be housed at Barry Central as part of the new CAD project.
- I. Miscellaneous

- a. Parking Lot resealing was discussed. Bids will be brought in front of the board at the next meeting before a decision will be made as to crack seal or mill the entire parking lot and lay down new asphalt.
- J. June 2019 Budget Reports were reviewed. No questions or discussion.
- K. Expenses
 - 1. July 2019 operating disbursements were discussed. A motion was made by Murphy and seconded by Smelker to approve the July operating disbursements in the amount of \$16,016.67. Roll call vote. **All in favor. Motion carried.**
 - 2. July 2019 state expenses were discussed. A motion was made by Murphy and seconded by Weeks to approve the July state expenses in the amount of \$5,013.90. Roll call vote. **All in favor. Motion carried.**
 - 3. August 2019 contingent vouchers were discussed. A motion was made by Murphy and seconded by Redman to approve the August 2019 contingent vouchers as provided. Roll call vote. **All in favor. Motion carried.**
- L. Old Business
 - a. Memorial tree / bush / plaque – Tabled from the June 2019 meeting.
 - i. Options for a memorial was discussed. A decision was made to purchase a plaque that can be added to through out the years instead of the purchase of a tree or bush. Several choice options will be brought to the board at the next meeting for a final decision.
- M. No public comment
- N. A motion was made by Redman and seconded by Murphy to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 2:45 pm.

The next Administrative Board Meeting will be held on Monday, August 26, 2019 at 2:00 p.m.

Respectfully submitted by Jamie Stafford