

## Barry County Central Dispatch

### Administrative Board Meeting Minutes

November 27, 2017

The Administrative Board meeting was called to order by Lani Forbes at 2:06 p.m. at Barry County Central Dispatch. The Pledge of Allegiance was recited.

#### **ROLL CALL:**

Present: Forbes, Rothenberger, Weeks, Wilson, Smelker, Redman, Murphy, Leaf, Cove, and Vujea

Absent: Reid

**ADDITIONS/DELETIONS:** None.

**APPROVAL OF AGENDA:** Motion made by Redman and supported by Leaf to approve agenda as printed. **All in favor, motion carried.**

**APPROVAL OF OCTOBER 2017 MINUTES:** Motion was made by Cove and supported by Murphy to approve the October 2017 minutes as printed. **All in favor, motion carried.**

**LIMITED PUBLIC COMMENT:** None.

#### **COMMITTEE REPORTS:**

**PERSONNEL:** Fuller made the official announcement that she has accepted a position with Peninsula Fiber Network (PFN) as their Next Generation 9-1-1 Program Coordinator and her last day with Barry Central will be January 5, 2018. Fuller made a recommendation for Stephanie Lehman to be appointed as the interim director while the board makes the final decision about what process is going to take place to fill the Director position. At the request of Chairperson Forbes, Lehman left the meeting while discussion ensued. Motion made by Redman and supported by Leaf to appoint Supervisor Stephanie Lehman to interim director "in training" effective immediately and interim director effective January 5, 2018 upon Fuller's departure. **All in favor, motion carried.** The personnel and finance committees will meet to discuss wages and timeline for posting for director position. That will be discussed at the December 18, 2017 meeting.

Vujea reported that evaluations for Fuller are complete and were given to Fuller. A discussion ensued.

Fuller gave an update on Sue Rose. Sue is currently off on medical leave and waiting for surgery to be scheduled.

**FINANCE:** Meeting for budget amendments set for December 12, 2017 at 3:00 p.m.

**EQUIPMENT:** Rothenberger referred back to Fuller. Next meeting is December 12, 2017 at 1:30 p.m. Current status, 5 different patrol vehicles currently demoing. Presently 1 Dell and 4 Panasonic models in the field, but the software is the same on all models. Asking all testing officers to fill out a feedback evaluation and return, so we are able to sort through what was positive or negative about each model.

**DIRECTOR'S MONTHLY REPORT:** Fuller reported that Senate Bill 400 passed the Senate Committee and was referred to the full Senate. Back in session and supposed to vote this week. If passed, it will be referred to the House committee immediately. Some very reasonable changes were made from the original decision.

**OLD BUSINESS:** None.

**BUDGET REPORTS:**

*October 2017 Operating Budget:* The operating budget was reviewed and accepted. Through October, 68.96% of the budget has been utilized.

*October 2017 State Budget:* The State budget was reviewed and accepted. Through October, 81.58% of the budget has been utilized.

**NOVEMBER EXPENSES FOR APPROVAL:**

*November 2017 Operating:* Motion made by Murphy and supported by Cove to pay November operating expenses in the amount of \$33,186.57. **Roll call was taken with all in favor, motion carried.**

*November 2017 State:* Motion made by Leaf and supported by Cove to pay November state expenses in the amount of \$951.52. **Roll call was taken with all in favor, motion carried.**

*December 2017 Contingent Vouchers for Approval:* Motion made by Murphy and supported by Cove to approve the December 2017 contingent expenses. **Roll call vote was taken with all in favor, motion carried.**

**MISCELLANEOUS:** Status of appointments to the board. Cindy Vujea, Keith Murphy, Bill Redman, Duane Weeks are due to expire 12/31/17. Vujea has already been re-appointed and Redman advised appointments are made by the city in January. Discussion ensued and it was decided that Fuller/Lehman will draft a letter to city/townships/villages from Barry Central advising of expiring term limits.

December 18, 2017 is a joint meeting with the Technical Advisory Committee. This meeting is a pot luck and will also serve as going away celebration for Fuller.

**SECOND LIMITED PUBLIC COMMENT:** None.

**ADJOURN:** Motion made by Cove and supported by Leaf. All in favor, meeting adjourned at 3:09 p.m.

