



**Barry County Central Dispatch - DRAFT**  
**Administrative Board Meeting Minutes**

**July 27, 2020**

- A. Forbes called the meeting to order at 2:01 pm.  
The Pledge of Allegiance was recited.
- B. Roll call was taken.  
Attendance: Forbes, Smelker, Dunlap, Cove, Yarger, Wilson, Leaf, Weeks and Vujea  
Absent: Redman and Murphy  
Others in attendance: Director Lehman (BCCD), Booth (BCCD)
- C. No Additions/Deletions to the Agenda.
- D. A motion was made by Cove and seconded by Leaf to approve the Agenda as written.  
**All in favor. Motion carried.**
- E. A motion was made by Cove and seconded by Smelker to approve the AMENDED June 22, 2020 Meeting Minutes as presented. Roll call vote. **All in favor. Motion carried.**
- F. There were no Public Comments.
- G. Committee Reports
  - a. Personnel Committee did not meet.
  - b. Finance Committee did not meet.
  - c. Equipment Committee did not meet.
  - d. Building Committee met on Tuesday July 21 with Architects Tim Spitzley and Mary Beswick. The committee reported out that the meeting with the Architects went well, was very informative and that the Equipment Committee will need to meet soon to discuss the removal of old equipment in the basement. Duane Weeks will chair the Building Committee.
- H. Directors Report was reviewed and discussed. In addition to the written report, the Director reported on the increase in call volume in June, the Smart 911 Contract, the CARES Act and the PFN outage in June. It was suggested to create a Capital Improvement Plan for budgetary reasons.
- I. New Business – Shelved discussing VERTIV UPS battery replacement until a later date. Discussed the FOIA updates that have been made to our forms, releases and online requests.
- J. No Miscellaneous Items.
- K. June Budget Reports were reviewed. No questions or discussion.
- L. Expenses
  - 1. July 2020 operating disbursements were reviewed. A motion was made by Cove and seconded by Leaf to approve the July operating disbursements in the amount of \$24,933.25. Roll call Vote. **All in favor. Motion carried.**
  - 2. July 2020 state disbursements were reviewed. A motion was made by Cove and seconded by Leaf to approve the July state disbursements in the amount of \$25,602.12. Roll call vote. **All in favor. Motion carried.**
  - 3. August 2020 contingent vouchers were reviewed. A motion was made by Cove and seconded by Leaf to approve the August 2020 contingent vouchers. Roll call vote. **All in favor. Motion carried.**
- M. No Old Business.

**N.** No Public Comment

**O.** A motion was made by Cove and seconded by Leaf to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 2:55 pm.

The next Administrative Board Meeting will be held on Monday, August 24, 2020 at 2:00 p.m.

Respectfully submitted by Vanessa Booth