

COMMUNICATIONS CENTER BOARD

Meeting minutes from February 27, 2018
Held in the Macomb Police Department Training Room

Communications Board Members present:

Mayor Inman, Comm. Bd. Vice Chair
Sheriff Rick VanBrooker, McDonough County
Ben Thompson, Comm. Bd. Secretary, McDonough County Mutual Aid
Chief Curt Barker, Comm. Bd. Treasurer, Macomb PD
Tom Clark, ETSB Chairman

Communications Board Members absent:

Scott Schwerer, Comm. Bd. Chair, McDonough County Bd.

Also present:

Jessica Shoopman, Director
Dave Bland, Assistant Director
Jeanette Moon, Administrative Assistant
David Estes

Mayor Inman called the meeting to order at 3:42 p.m.

A motion to approve the minutes from January 30, 2018 was made by Chief Barker seconded by Tom Clark and was approved by voice vote.

A motion to approve the claims was made by Chief Barker seconded by Sheriff VanBrooker and were approved by roll call vote with five (5) yes votes.

Treasurer Reports:

The total income received in January was \$50,070.66. The expenses were \$51,514.45. A motion to approve the Treasurer's report was made by Tom Clark seconded by Chief Barker.

Old Business

Staff Update:

We have hired two people and have just started their training. We have about 20 hours with them so far. Thank you to Chief Barker for allowing us the use of the conference room for classroom training, that is working out really well. Neither one of the new hires have any previous law enforcement experience. Stephen Butterfield has taken a primary lead in the training program but about all of our dispatchers are helping with the training and we thank them for their extra efforts towards this. The average number of hours needed for training is around 400 hours.

New ambulance provider report:

We are scheduled to go live with Lifeguard on March 1st at 7:00am. They have been very good to work with and have everything ready. It will take some trial and error but we believe we will get the bugs worked out fairly easily.

Strategic Planning Committee report:

The committee of Dave Bland, Tom Clark, Jessica Shoopman, Suzette Rice, Chief Fosdyck and Chief Barker all met on February 14, 2018. They formed four goals of the committee: enhance the facilities, organizational excellence, provide professional, efficient dispatch services and become a regional dispatch center. They identified some objectives and will meet again tomorrow.

New Business

Discuss & approve Lifeguard contract for service:

Discussion was had that the city attorney has not had a chance to see the contract. Mayor Inman will be sure she looks at it tomorrow. A motion was made to approve the contract as presented once the attorney has approved it by Chief Barker seconded by Tom Clark and was approved roll call vote with five yes votes and zero no votes.

Executive Session

No executive session was held.

Public Comment

Mayor Inman shared a comment regarding the item of by-law changes at the ETSB meeting. He said he and Chairman Schwerer have spoken and he encourages everyone to concur with what was proposed adding there are a number of opportunities that would take you away from a meeting and you can always table the issue for the next meeting. He stated we're a small enough organization that our second in command or whomever our designee is would be informed enough to make a decision.

The next meeting is March 27, 2018 directly following the ETSB meeting which starts at 3:00pm.

A motion to adjourn the meeting was made by Sheriff VanBrooker seconded by Chief Barker and was approved by voice vote.

The meeting adjourned at 4:06 pm.

Jeanette Moon
Recording Secretary
Administrative Assistant
McDonough County 911