

**MINUTES OF A BOARD MEETING OF THE
SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY
HELD ON WEDNESDAY, JANUARY 13, 2016**

The meeting was called to order at 2:06 p.m. at the Roseville City Hall, 29777 Gratiot Avenue, by Chairperson Duchane with the following Board Members present:

Adkins, Holland and Smith

Absent: Woodcox

Adoption of Agenda:

Motion by Smith, seconded by Adkins, to adopt the agenda with the addition of Disbursement No. 13.

MOTION CARRIED

Approval of Meeting Minutes: (None)

Correspondence:

Director Bartram informed the Board that she received correspondence from Sheriff Wickersham which is the annual financial report that goes to the 911 Oversight Committee; it has been completed and signed by Board Member Adkins and herself; this is our calendar year spending and statistics; 911 Oversight Committee for the County uses this money to send to the 911 State committee.

Executive Director Report:

Status Report – Director Bartram informed the Board that between December 1st and December 31st we received three external performance inquiries from the Roseville Police Department regarding dispatching services and all were addressed and also had one internal performance inquiry which resulted in corrective action.

State Training Fund Grant – Director Bartram reviewed the report that was sent to the Board; John coordinates all training for SERESA; 361 hours of State certified training and dispatchers attended 31 different classes; all dispatch personnel have met or exceeded minimum training standards; no delinquent dispatchers; no financial impact to SERESA because we will be using State funds to offset overtime, mileage and any other items related to training; form has to be sent in by the end of month and if the Board has any questions regarding training now would be a good time to ask.

Action Items:

Phone Project – Board Member Adkins commented that he reviewed the material Director Bartram supplied and would like to get with Board Member Holland to discuss. Chairperson Duchane asked can we answer questions today. Board Member Adkins replied that some of the questions might be for the Motorola representative. Chairperson Duchane suggested that this item be on the February agenda for action. Board Member Adkins commented that he would like to talk to the Motorola representative

himself of if he can attend the workshop on Friday. Board Member Holland commented that his questions centered around why we aren't going with a system that isn't cloud based. Director Bartram informed the Board that she can't answer that but the hardware has to be somewhere and if you have a cloud-based phone system you are buying into a system that others have bought into and when you are talking 911 it isn't inexpensive because we don't have a cloud-based system in Michigan; we can look at hosted systems and connecting through Oakland County which would drive our price down significantly; cannot believe that AT&T's budgetary figure is accurate. Board Member Holland asked if she was saying there is no cloud-based 911 systems available in Michigan right now. Director Bartram responded that there are no other PSAPs that we could pool our resources within the State of Michigan to make it cost effective. Board Member Holland asked why are we basing this on the State of Michigan if it is cloud based. Director Bartram replied that you have to connect to it and the further away the connection is the more you would have to pay. Chief Berlin commented that they are looking at camera storage and it is cost prohibitive, so might be simpler to buy a server. Vice Chairperson Smith commented that you have to buy fiber to connect to the cloud server. Board Member Adkins asked on the notes from Oakland County do you have them and can you share them. Director Bartram replied that she doesn't have the notes, they just gave them to her over the phone.

State Training Fund Grant Approval –

Motion by Adkins, seconded by Smith, to fully support, sign and submit the State grant packet for 2016 prior to the January 29, 2016, deadline as presented.

MOTION CARRIED

Disbursements:

Motion by Adkins, seconded by Holland, to approve Disbursement Nos. 12 and 13 as presented.

MOTION CARRIED

Budget and Expenditure Report:

Director Bartram explained that the February budget and expenditure report will look different; always looks good in January but it is very misleading; doing fine and don't think we are over budget at this point.

5-Year Review – Director Bartram listed a five-year review on the annual contributions and the reported savings were what everyone reported they were going to save when SERESA was formed; sent to Mr. Walters and asked if the figures looked correct. Mr. Walters replied that he looked at the Plante Moran study and looked at their projections going forward and compared them to actual figures and it looked pretty accurate. Director Bartram stated that in 2011-2012 Eastpointe's reported savings were \$100,000 with a payment of \$541,307 but now up to \$673,909; Roseville reported that their savings were \$350,000 with a payment of \$819,469 and now down to \$763,763 and St. Clair Shores reported that their savings were \$250,000 with a payment of \$685,263 and now up to \$808,690; we also have the services rendered fee that SERESA pays back of \$123,720. Chairperson Duchane asked if the refund to members was included in the figure. Director Bartram replied that was not calculated in these figures.

Vice Chairperson Smith commented that if the savings numbers were right, and up \$123,000 still \$127,000 to the good.

RVPD Utility Payments – Director Bartram reported that she included last three months of utility payments from the Roseville Police Department and this money goes back into SERESA's funds

Committee and Liaison Reports:

Fire Operations Committee – Board Member Holland informed the Board that they did not meet but Council approved computers last night and will get them into the vehicles as soon as possible; CLEMIS – checked in to see if they were making some progress and got a month reduction of when they thought we would be on line. Director Bartram informed the Board that SERESA goes live on March 29th with new CLEMIS CAD.

TAC/Law Operations Committee – Chief Berlin informed the Board that they met on December 15th nothing major, a couple of minor items – Director Bartram would like us to call out all patrol traffic stops and will take those off the cost at the end of the year; changing policy of FOIA – all FOIA requests shall be sent to originating agency and will be handled according to their policies and procedures. Director Bartram informed the Board that they don't have the policy today because she wrote the policy like it was discussed and addressed only the phone calls and radio traffic; pulled the CAD and phone reports out so TAC committee was split so we halted. Vice Chairperson Smith asked did TAC approve the policy. Director Bartram replied that two of them approved it as it was written but Chief Berlin said it wasn't what he proposed. Chief Berlin commented that SERESA be out of FOIA completely but can go back and have another TAC meeting but his thought was that there be no secondary party, it would be one stop shopping. Vice Chairperson Smith suggested sending the policy Director Bartram wrote to TAC, make changes to it and then have it approved and bring to the Board. Chairperson Duchane suggested that there might be FOIAs that would be answered by SERESA. Chief Berlin and Director Bartram will rewrite the policy and bring it back to the Board in February.

Old Business: (None)

New Business:

Executive Director Periodic Review – Chairperson Duchane informed the Board that he had a discussion with Director Bartram and asked if she wanted to discuss this in closed session which Director Bartram requested.

Motion by Adkins, seconded by Holland, to go into closed session at 2:46 p.m. for the periodic review of the Executive Director.

Yeas: Adkins, Holland, Smith and Duchane

Nays: None

MOTION CARRIED

Motion by Smith, seconded by Adkins, to reconvene in open session at 3:33 p.m.

MOTION CARRIED

Hearing of the Public:

Chairperson Duchane announced the Hearing of the Public, with no public participation.

Adjournment:

Motion by Smith, seconded by Adkins, to adjourn the meeting at 3:35 p.m.

MOTION CARRIED

Linda S. Lince, Acting Secretary