

**APPROVED MEETING MINUTES
SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY
WORKSESSION AGENDA
JANUARY 29, 2019**

The meeting was called to order at 9:08 am by Chair Smith with the following Board Members present:

Woodcox, Rouhib, Monroe, Holland

Adoption of Agenda:

Motion by Woodcox, seconded by Rouhib to adopt the agenda.

MOTION CARRIED

4. 2018 Statistical Overview

There was discussion about the data distributed by Director Bartram. Yearly comparisons for total billable calls (Fire vs. Police, traffic, other calls, canceled calls, etc.) will be provided by Director Bartram to adequately compare the statistics.

There was discussion about billable calls including the City of Fraser going forward. Chair Smith indicated that the end goal is to consistently bill every community in the same fashion. This data needs to be collected so this can be addressed in the future as well as providing the information to other communities that may wish to join SERESA. This will be provided at the February 2019 SERESA meeting.

911 call volume and 911 texts were discussed. Chair Smith requested that Director Bartram provide statistics as to what percentage of these are valid 911 calls at the next meeting.

a. 19/20 Municipal Contributions

SERESA Estimated Revenues & Expenditures for 19/20 and Five-Year Financial Forecast was distributed and discussed.

5. SERESA 2019

a. Capital Needs

Director Bartram will bring a request for new office furniture and two UPS units (with a new panel) to the February meeting for approval.

b. Budget Review

The increase in Professional Services is attributed to pre-employment psychological exams.

c. Deputy Director Educational Consideration

The request to reimburse SERESA Deputy Director for continuing education will be presented at the February meeting.

d.. 911 Surcharge

Director Bartram indicated that if the 911 Surcharge legislation passes, this will generate approximately \$590K annually for SERESA. This will not be reflected for at least a year.

i. Building Outlook

There was discussion about SERESA remaining in the current building with possible renovations or acquiring a new building. This will require further review.

ii. Potential Growth

Expansion to accommodate Records was limited as this is not a service the majority of the communities are interested in at this time.

e. Equipment Outlook

Addressed under Capital Needs.

f. Public Education Outreach

It is anticipated that SERESA will focus on providing Smart 911/public education this year. The Citizen's Academy held a few years back was a tremendous success with 20 attendees graduating from the Academy. Directors Bartram and Leese will be working on educating the public on 911 and Smart 911.

g. Wellness Project

Short-term Disability costs have risen significantly for SERESA. Bartram and Leese are currently working on improving wellness education/options for current employees.

h. Roadway/Camera Monitoring

While SERESA currently does have access to State highway cameras, we still are not able to access traffic cameras from Macomb County. Director Bartram will forward emails from the County addressing SERESA's request to access the cameras.

6. SERESA Strategic Plan 2019-2024

Please contact Director Bartram if you are interested in participating in a Strategic Planning Committee. She will assemble a SWOT analysis. Feedback is required from Fire/Law Ops and TAC. The possibility of using the chapel as a training facility will also be reviewed.

Hearing of the Public:

Chair Smith announced the Hearing of the Public, with no public participation.

Adjournment:

Motion by Holland, seconded by Woodcox to adjourn the meeting at 11:44 am.

MOTION CARRIED

Natalie L. Turner, Acting Secretary