

**MEETING MINUTES
SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY
MEETING AGENDA
MARCH 13, 2019**

The meeting was called to order at 2:02 pm by Chair Smith with the following Board Members present:

Rouhib, Monroe, Holland

Motion by Holland, seconded by Monroe to excuse Chief Woodcox from today's meeting.

MOTION CARRIED

Adoption of Agenda:

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

MOTION CARRIED

Approval of Meeting Minutes

Motion by Rouhib, seconded by Monroe to approve the minutes of January 29, 2019 and February 13, 2019 as presented.

MOTION CARRIED

Correspondence

5A. State of Michigan Training Funds Appeal

Director Bartram has been appointed to serve on this subcommittee.

Receive and file as presented.

5B. Roseville ISO Notice

Chief Holland stated that St Clair Shores, Roseville, and Sterling Heights are the only communities in Macomb County that have an ISO rating of "6".

Receive and file as presented.

Executive Director Report

6A. Performance Status Report

Chair Smith indicated that based on the current report, the progressive levels of discipline need to be reviewed by Director Bartram and Deputy Director Leese as they may need to be revised in the contract.

Receive and file as presented.

Director Bartram received a memo from the City of Eastpointe stating that two SERESA employees will be recognized for exceptional service at their March 26 Council meeting.

Director Bartram stated that SERESA opposes the Multi-Line Telephone Service (MLTS) legislation but the State does not plan on repealing at this time.

The 911 SAVES Act to Reclassify 911 Dispatchers as First Responders was introduced in the House.

Deputy Director Tony Leese will be completing his six-month probationary period with SERESA. Director Bartram believes Director Leese has done an exceptional job during these past six months and will be removing him from probationary status.

6B. Text Message/SMART 911 Update

User Initiated History was clarified as twelve (12) not three (3).

Receive and file as presented.

6C. Time/Attendance & Scheduling

Motion by Holland, seconded by Rouhib to approve Director Bartram's recommendation to cancel the current contract with ExecuTime, and with the assistance of the City of Roseville, move forward with Novatime for a time and attendance and scheduling package.

MOTION CARRIED

Motion by Holland, seconded by Monroe to receive and file Executive Director Report.

MOTION CARRIED

Action Item

7A. Deputy Director Education

Motion by Monroe, seconded by Holland to approve the SERESA Director's recommendation to fund Deputy Director Leese's remaining Master's Degree per the terms of the Agreement.

MOTION CARRIED

Disbursements

Motion by Holland, seconded by Rouhib to approve Disbursement #8.

MOTION CARRIED

Revenue and Expenditure Report

An updated report was distributed reflecting amended budget columns. Chair Smith indicated an amendment for overtime will be required in the future.

Motion by Monroe, seconded by Rouhib to receive and file as presented.

MOTION CARRIED

Committee and Liaison Reports

Fire Operations Committee –

- i. Fire Ops Chair Discussion

On behalf of the SERESA Board, Chair Smith thanked Chief Holland for his years of service as SERESA Fire Operations representative.

Motion by Monroe, seconded by Rouhib to accept the resignation of Chief Holland and to appoint James Piper, Fire Chief, St Clair Shores, as the new Fire Operations Committee representative.

MOTION CARRIED

Chief Holland and Chief Piper provided an update on BRYX notifications. Implementing BRYX will result in no missed calls. BRYX is the least expensive option and will place all organizations on one standardized system.

Chief Piper will provide a more detailed report which will include figures for each community at the next SERESA meeting.

Law Operations/TAC Committee – No Report

New Business

11A. Draft 19/20 Budget

Security system updates, lighting, and roadway monitoring were discussed.

Old Business - None

Hearing of the Public:

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

Adjournment:

Motion by Rouhib, seconded by Holland to adjourn the meeting at 3:28 pm.

MOTION CARRIED

Natalie L. Turner, Acting Secretary