**ALTRAN MINUTES**

**September 17, 2024 Altran Office Munising, MI**

**Call to Order**

The meeting was called to order by Dan Malone at approximately 11:05am

**Roll Call**

Members Present: Members Absent: Staff:

Dan Malone Marianne Laskay Paige Eaton

Jerry Doucette Erich Fix

Cathy Pullen Christine Reitzel

Victoria Petruske

**Approval of Agenda**

**MOTION-** Doucette made a motion to approve the agenda, Pullen supported approval of agenda.

Ayes- Malone, Doucette, Pullen, and Petruske. Nays- None. Absent-Laskay.

**Public Comments**

None.

**Approval of Minutes- August**

**MOTION-** Pullen made the motion to approve the minutes supported by Petruske.

Ayes- Malone, Doucette, Pullen, and Petruske. Nays- None. Absent-Laskay.

**Approval of Expenditures- August**

**MOTION-** Doucette made the motion to approve the expenditures as presented, supported by Pullen.

Ayes- Malone, Doucette, Pullen, and Petruske. Nays-None. Absent-Laskay.

**Approval of Financial Report- August**

**MOTION-** Doucette made the motion to approve the financial report as presented, supported by Pullen.

Ayes- Malone, Doucette, Pullen, and Petruske. Nays-None. Absent-Laskay.

**Director’s Report**

1. Director’s Report
   * 1. Termination of Dispatcher
     2. Working on transferring all account access
     3. New Dispatching Software Update
        1. Jean Ruetsman agreed that we have sufficient data to end the contract with Kevadiya
     4. Ongoing transfer/training of duties
2. Old Business
3. New Business
   1. Approval of changing MIClass Signatories

**MOTION-** Doucette made the motion to adopt Resolution as presented

supported by Petruske. Ayes- Malone, Doucette, Pullen, and Petruske. Nays-None. Absent-Laskay.

* 1. Approval of changing MIClass Administrative/Additional User Account

**MOTION-** Pullen made the motion to adopt Resolution as presented

supported by Petruske. Ayes- Malone, Doucette, Pullen, and Petruske. Nays-None. Absent-Laskay.

* 1. Approval of MDOT Signature Resolution

**MOTION-** Pullen made the motion to adopt Resolution as presented

supported by Petruske. Ayes- Malone, Doucette, Pullen, and Petruske.

Nays-None. Absent-Laskay.

* 1. Approval of Blanket On-line User Accounts & Signature Authority Resolution

**MOTION-** Petruske made the motion to adopt Resolution as presented supported by Doucette. Ayes- Malone, Doucette, Pullen, and Petruske. Nays-None. Absent-Laskay.

1. Public Comments-none.
2. Board Comments – None
3. Next Meeting Date-October 15, 2024-11:00 a.m.
4. Adjournment

**MOTION-** 11:30 am meeting adjourned- Petruske made motion to adjourn, supported by Pullen.

Ayes- Malone, Doucette, Pullen, and Petruske. Nays- None. Absent Laskay.

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Signature- Chairperson Date