

STATE 9-1-1 COMMITTEE
Dispatcher Training Subcommittee
Tuesday, August 31, 2010
Conference call
Meeting Minutes

A. Call to Order

The meeting was called to order by Chair Chadwick at 10:10 a.m.

B. Roll Call

Roll call was taken – a quorum was present for today's meeting.

MEMBERS:

Mr. David Ackley
Ms. Karen Chadwick (Chair)
Ms. Christine Collom
Mr. James Fyvie
Mr. Andy Goldberger
Ms. Connie Lewis
Mr. Tim McKee
Mr. Steve Todd
Mr. Jeff Troyer
Mr. Joseph Van Oosterhout

REPRESENTING:

Genesee County Central Dispatch
Grand Rapids Police Department
Isabella County Central Dispatch
Clinton County Central Dispatch
St. Joseph County Central Dispatch
Detroit Emergency Telephone District
Chippewa County 9-1-1
City of Flint 9-1-1
Calhoun County Consolidated Dispatch Authority
Marquette County Central Dispatch

NON VOTING MEMBERS:

Ms. Harriet Miller-Brown	Michigan State Police (non-voting)
Ms. Gina Saucedo	Michigan State Police (non-voting)
Ms. Janet Hengesbach	Michigan State Police (non-voting)
Ms. Evah Cole	Michigan Department of Treasury (non-voting)
Ms. Juanita Sarles	Michigan Department of Treasury (non-voting)

ABSENT:

Sheriff Dale Gribler	Van Buren County Central Dispatch
Mr. Vic Martin	Lapeer County Central Dispatch
Mr. Steve Wuelfing (w/notice)	Arenac County Central Dispatch
Chief Paul Trinkka (w/notice)	Adrian Fire Department

C. Approval of February 24, 2010 and March 17, 2010 minutes

Mr. Troyer made a **MOTION** to approve the minutes of February 24, 2010, Mr. Ackley supported. The **MOTION** carries. Mr. Fyvie and Mr. Goldberger abstained as they were not present for this meeting.

Ms. Collom made a **MOTION** to approve the minutes of the March 17, 2010 meeting, Mr. Goldberger supported. The **MOTION** carries.

D. Old Business

Ms. Chadwick added New Chair of Dispatcher Training Subcommittee to the agenda under New Business.

E. New Business

1. Introduction of New Member – Tim McKee

Ms. Chadwick welcomed Mr. McKee as the newest member to the Dispatcher Training Subcommittee.

2. Conferences – Allowed as Part of the Required 24 hours of Continuing Education Training

Questions have arisen regarding training conferences being used against the telecommunicator's continuing education requirement. Members discussed whether conferences in full or in part, depending on how many hours the conference is held for, be used as credit towards the telecommunicator's requirement of 24 hours of continuing education. Mr. Troyer felt if the conference is 16 hours, then 16 hours should go towards that education. Should the burden be on the instructor, however, to see to it that people sign in and stay for the entire session/conference? Ms. Collom suggested that a head count be done once everyone has signed the mandatory sign-in sheets. Mr. Fyvie inquired whether this kind of training is any different than a stand alone class.

Mr. Fyvie made a **MOTION** that training conference classes which meet the Dispatcher Training approval process, and meeting the same requirements for attendance as a stand alone class, be accepted in the CEU process. Ms. Lewis supported. The **MOTION** carries.

3. Review and Approval of the 2011 Dispatcher Training Application Packet

Members reviewed the suggested changes for the forms that will be used for the upcoming application period. One recommendation was made to change the retention time frame from 4 years to 6 years as prescribed by the State of Michigan. Also, beginning this year the DTS-101 may be submitted by mail, fax or electronically. The entire packet (DTS 101, 101W, and 510) are due at the State 9-1-1 Office no later than 4:00 p.m. on Friday, February 11, 2011.

Ms. Lewis made a **MOTION** to approve the 2011 Dispatcher Training Application packet with edits noted, Mr. Todd supported. The **MOTION** carries.

4. New Chair of Dispatcher Training Subcommittee

Ms. Chadwick announced that she will not run for President of the Michigan Chapter of NENA in November, therefore, she cannot continue in her duties as chair of this subcommittee. Mr. Fyvie reminded the group that the Chair of the Committee (SNC) will take recommendations but will ultimately make the decision as to who to appoint as Chair. This item will be included on the agenda during the September State 9-1-1 Committee meeting.

G. Public Comment

None

H. Next Meeting

The next meeting will be held Thursday, February 24, 2011.

I. Adjourn

The meeting was adjourned at 11:10 a.m.