

**STATE 911 COMMITTEE  
Certification Subcommittee**

March 6, 2014  
MSP Headquarters  
Meeting Minutes

**A. Roll Call**

The meeting was called to order by Chair Rich Feole. Roll call was taken and a quorum was present.

Voting Members Present:

Mr. Rich Feole, Chair  
Mr. Greg Clark  
Ms. Yvette Collins  
Sheriff Dale Gribler  
Mr. Tim Smith  
Mr. Barry Nelson

Representing:

Calhoun County Consolidated Dispatch Auth.  
Charlevoix-Cheboygan-Emmet Counties (CCE)  
AT&T  
SNC/Van Buren County Sheriff's Office  
Ottawa County 911  
Saginaw County 911 Communications Center  
Authority

Voting Members Absent:

Mr. Ron Bonneau  
Mr. Gary Johnson  
Mr. James Loeper  
Mr. Mel Maier  
Mr. Vic Martin

Representing:

Kent County Dispatch Authority  
Marquette County Central Dispatch  
SNC/Gogebic County  
Oakland County Sheriff's Department  
Lapeer County Central Dispatch

Non-Voting Members Present:

Ms. Amanda Kennedy  
Ms. Harriet Miller-Brown

Representing:

Michigan State Police  
Michigan State Police

**B. Meeting Minutes Approval – December 4, 2013**

A **MOTION** was made by Mr. Nelson to accept and approve the meeting minutes of December 4, 2013. Supported by Mr. Smith, the **MOTION** carried.

**C. Old Business**

1. Update on Missaukee County

Mr. Martin, Mr. Feole, and Ms. Kennedy visited Missaukee County on January 16, 2014, to discuss unusually low operating costs for the Missaukee County Dispatch Center reported on the 2013 SNC-301 with Lt. Andrea Martin, Sheriff James Bosscher, Ms. Tonya Trolz, and Ms. Carolyn Flore. Together the group determined that the low operating cost was due to a misinterpretation of the forms. Missaukee County was trying to balance the numbers, rather than treat the forms as a report of all funding and expenses. The meeting was positive, and the amended forms will be turned in with the 2014 SNC-310.

2. Update regarding SNCs signage determination and response from counties

Letters were mailed to Baraga, Keweenaw, and Ontonagon regarding the SNCs decision to end the grandfathering for sign project(s) as of December 31, 2013. Letters were also sent to Houghton and Schoolcraft counties advising them they must pay back any money used on signs during the period under review and cease

any use of the fund for signage in the future. Houghton did not owe any money, and Schoolcraft returned \$1,726.23 back to the 911 fund and sent supporting documents.

3. Update on Baraga County Review

A **MOTION** to approve the report was made by Mr. Smith, with support from Mr. Nelson. After no further discussion, the **MOTION** carried.

4. Update on Houghton County Review

A **MOTION** to approve the report was made by Mr. Clark, with support from Ms. Collins. After no further discussion, the **MOTION** carried.

5. Update on Keweenaw County Review

Ms. Collins asked if Keweenaw was included in the counties that were required to pay back any signage monies to their 911 fund. Ms. Kennedy clarified Keweenaw was one of the three counties who was grandfathered and the finding required close out of their previously initiated sign-related projects (which used 911 funds) from 2002 by December 31, 2013. They were not required to pay back any money to the 911 fund, only to cease any future use of the fund for signage.

A **MOTION** was made by Mr. Clark to approve the report, with support from Mr. Smith. After no further discussion, the **MOTION** carried.

6. Update on Lake County Review

A **MOTION** to accept the report was made by Mr. Feole, with support from Mr. Clark. After no further discussion, the **MOTION** carried.

7. Update on Ontonagon County Review

A **MOTION** to accept the report was made by Mr. Smith, with support from Mr. Feole. After no further discussion, the **MOTION** carried.

8. Update on Schoolcraft County Review

Ms. Kennedy brought up an issue on equipment receipts that a Spring Belt Clip, as a questionable item that was paid for with 911 funds. Ms. Miller-Brown saw this item and asked for it to be considered by the review team. Mr. Clark suggested it was an item that pertained to portable radios. Mr. Smith asked if Schoolcraft County 911 is the owner of the radios, and Ms. Kennedy explained she had the impression that Schoolcraft County 911 is the proper owner of the radios, and had loaned them to outside agencies. Mr. Smith said it is an allowable use of the 911 funds if 911 retains ownership of the radios and are only loaning them out. Mr. Feole agrees with Mr. Smith and suggested we hold off on the approval of this report until we can get clarification from Schoolcraft County.

\*Update: Ms. Angie Pierce of Schoolcraft County provided the State 911 Office with meeting minutes from January 6, 2011, that clarified ownership of the radios belongs to Schoolcraft County 911. As of Monday, March 10, 2014, an e-mail vote was taken to approve the Schoolcraft County Compliance Review, results show in chart below.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>No Response</b>
Mr. Rich Feole	X		
Mr. Ron Bonneau	X		
Mr. Greg Clark	X		
Ms. Yvette Collins	X		
Sheriff Dale Gribler	X		
Mr. James Loeper	X		
Mr. Gary Johnson	X		
Mr. Vic Martin	X		
Mr. Mel Maier			X
Mr. Barry Nelson	X		
Mr. Tim Smith	X		
<b>TOTAL</b>	<b>10</b>	<b>0</b>	<b>1</b>

9. Update on Negaunee Regional Communications Center Review

A **MOTION** to approve the report was made by Mr. Nelson, with support by Sheriff Gribler. After no further discussion, the **MOTION** carried.

**D. New Business**

1. Number of counties reviewed per year.

Ms. Miller-Brown proposed to resume the number of counties reviewed per year back to the original goal proposed by the ETSC: 10% of counties or eight per year. She added that now that the State 911 Office has grown, and the new analyst starts in the State 911 Office, Ms. Kennedy will have more time to complete the original target of eight, with possibly pulling two counties by next quarter. Concern from Mr. Smith is to fill any open spots on the Certification Subcommittee in order to assist with the increase of reviews. Sheriff Gribler suggested filling the spots on the committee based on regional needs. Ms. Collins agreed that increasing the team size would be helpful as not to spread the current committee members too thin. The final decision is to attempt to achieve two reviews per quarter based on the size and scope of the review. Determining a change in the method of pulling new counties will be developed in the next meeting.

2. Random Selection of County for Review.

Bay County was selected for the next review. Team members are: Mr. Barry Nelson, Ms. Yvette Collins, Mr. Vic Martin, and Mr. Greg Clark. Ms. Kennedy will coordinate the date and other arrangements with the review team.

**E. Public Comment**

None.

**F. Next Meeting**

TBD

**G. Adjourn**