



STATE OF MICHIGAN

STATE 9-1-1 COMMITTEE

LANSING

RICK SNYDER
GOVERNOR

SHERIFF DALE GRIBLER
CHAIR

January 20, 2012

Dear County 9-1-1 Coordinators:

Under MCL 484.1714(1) (g) the State 9-1-1 Committee is required to provide notice to communication providers of the 9-1-1 surcharges in Michigan. This includes the counties' 9-1-1 operational surcharges, the state 9-1-1 surcharge, and the monthly prepaid surcharges.

If a county commission determines that it is necessary for the county to enact a local surcharge that is more than \$0.42 per month **and** in excess of the monthly amount that was approved for the county by the Michigan Public Service Commission under U-15489, the voters of the county must approve the increased surcharge. In order for an increase to be effective beginning July 1, 2012, the county must hold a vote no later than the first Tuesday in May 2012. If the May 2012 date is missed, the next surcharge effective date is July 2013. Please refer to your county's legal counsel for details on the proper county commission action to place a question on a May 2012 ballot.

In order to make the proper notice to the communications providers about the counties' 9-1-1 surcharges, please follow one of the options below:

1. If the county is **not** going to collect a local 9-1-1 operational surcharge between July 1, 2012, and June 30, 2013, please provide a letter to the State 9-1-1 Office **no later than Tuesday, May 15, 2012**, stating that the county will **not** be collecting the local 9-1-1 surcharge. **(Template A)**
2. If the county **is going to continue collection** of its local 9-1-1 surcharge with no change in the amount between July 1, 2012, and June 30, 2013, please provide a letter to the State 9-1-1 Office **no later than Tuesday, May 15, 2012**, stating that the county **is going to continue collection** of the local 9-1-1 surcharge. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter. **(Template B)**
3. If the county is going to **change its local 9-1-1 surcharge** under either process set forth in MCL 484.1401b (1) (a) & (b), please do one of the following as appropriate:
 - a. If the county is going to change its surcharge by **commission resolution** to collect **\$0.42 or less per month**, a notarized or certified copy of the county commissioners' resolution setting the local monthly 9-1-1 surcharge **and** a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) must be provided. The resolution and the completed SNC-500 must be received by the State 9-1-1 Office **no later than Tuesday, May 15, 2012**.
 - b. If the county is going to change its surcharge by **voter approval** to collect **\$0.42 or more per month**, a copy of the clerk's certified ballot determination, a notarized or certified copy of the county commissioners' resolution setting the local monthly 9-1-1 surcharge, and a completed Form SNC-500 must be provided. The certified ballot question,

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resolution, and **the completed SNC-500 must be received by the State 9-1-1 Office no later than Tuesday, May 15, 2012. (Template C)**

All documents are to be mailed to:

**Michigan State Police
STATE 9-1-1 ADMINISTRATIVE SECTION
P. O. Box 30634
Lansing, Michigan 48909-0634
Attention: Lori Howard**

Under MCL 484.1401b (7), the above information is due to the State 9-1-1 Committee no later than May 15; however, if it is possible for the county to do so, earlier responses will be accepted and are encouraged. Failure to meet the May 15 deadline may result in the inability of the State 9-1-1 Office to notify the communications providers prior to the annual deadline and can adversely affect the collection of your county's local 9-1-1 surcharge.

If you have any questions, please do not hesitate to contact me by e-mail at: millerhr@michigan.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Harriet Miller-Brown", with a long horizontal flourish extending to the right.

Ms. HARRIET MILLER-BROWN
State 9-1-1 Administrator

Template A

[County Letterhead]

[Date]

Please be advised that [County name] is not collecting a local 9-1-1 surcharge from July 1, 2012, through June 30, 2013.

[County 9-1-1 Director or County Clerk name/signature]

Template B

[County Letterhead]

[Date]

Please be advised that [County name] will continue collection of its local 9-1-1 surcharge [amount] with no change in the amount from July 1, 2012, through June 30, 2013.

[County 9-1-1 Director or County Clerk name/signature]

Template C

[County Letterhead]

[Date]

Please be advised that it is [County name]'s intention to change the local 9-1-1 surcharge by commission resolution to [new amount]. I have included a notarized or certified copy of the County Commissioner's resolution setting the local monthly 9-1-1 surcharge. This local surcharge will be collected from July 1, 2012, through June 30, 2013.

OR

Please be advised that it is [County name]'s intention to change the local 9-1-1 surcharge by voter approval to [new amount]. I have included a copy of the Clerk's certified ballot determination and a notarized or certified copy of the County Commissioner's resolution setting the local 9-1-1 surcharge. This local surcharge will be collected from July 1, 2012, through June 30, 2013.

[County 9-1-1 Director or County Clerk name/signature]