



RICK SNYDER
GOVERNOR

State of Michigan
STATE 9-1-1 COMMITTEE
LANSING

SHERIFF DALE GRIBLER
CHAIR

State 911 Committee Meeting
Tuesday, October 8, 2013
MSP - HQ
Meeting Minutes

Members Present	Representing
Sheriff Dale Gribler, Chair	Michigan Sheriffs' Association
Mr. Rich Feole	Association of Public Safety Communication Officials
Ms. Yvette Collins	Commercial Mobile Radio Service
Mr. Jeff Troyer	House Appointee, Public Member
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. Tim Smith	Michigan Communication Directors Association
Chief Paul Trinka	Michigan Association of Fire Chiefs
Ms. Christine Collum, alt. for Ms. Heinze	National Emergency Number Association
Ms. Susana Woolcock	Michigan Public Service Commission
Mr. James Loeper	UP Emergency Medical Services Corporation
Mr. Jon Campbell	Michigan Association of Counties
Mr. Mark Docherty	Michigan Professional Firefighters Union
Sgt. Christopher Luty	Michigan State Police Troopers Association
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Non-Voting Members Present	Representing
Ms. Harriet Miller-Brown	State 911 Administrator's Office
Ms. Theresa Hart	State 911 Administrator's Office
Ms. Amanda Kennedy	State 911 Administrator's Office
Ms. Stacie Hansel	State 911 Administrator's Office
Members Absent	Representing
Mr. Shawn Sible	Michigan State Police
Mr. John Buczek	Fraternal Order of Police
Mr. Lloyd Fayling	Senate Appointee, Public Member
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Mr. Don Welch	Governor's Appointee, Public Member
Lt. Frank Baker	Deputy Sheriff's Association
Ms. Karen Towne	Department of Licensing & Regulatory Affairs

Association of Public Safety Communications Officials • Commercial Mobile Radio Service • Department of Licensing and Regulatory Affairs
 Department of State Police • Deputy Sheriff's Association • Fraternal Order of Police • Michigan Association of Ambulance Services
 Michigan Association of Chiefs of Police • Michigan Association of Counties • Michigan Communications Directors Association
 Michigan Association of Fire Chiefs • Michigan Professional Firefighters Union • Michigan Public Service Commission • Michigan Sheriff's Association
 Michigan State Police Troopers Association • National Emergency Number Association • Telecommunications Association of Michigan • Upper Peninsula
 Emergency Medical Services • Members of the general public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

I. Roll Call

Sheriff Dale Gribler called the State 911 Committee (SNC) meeting to order and roll call was taken.

II. Approval of Minutes

A **MOTION** was made by Mr. Dale Berry, with support from Mr. Jon Campbell, to approve the meeting minutes of June 11, 2013. With no discussion, the **MOTION** carried.

III. Correspondence

None.

IV. New Business

V. Certification Subcommittee

A. Approved Minutes – August 22, 2013

The approved minutes of August 22, 2013, are included in the SNC packet.

B. Review Updates

The subcommittee met on May 30 to discuss the upcoming reviews.

Otsego County – The report for the Otsego County review is complete and approved by the Certification Subcommittee. A **MOTION** was made by Mr. Rich Feole, with support by Mr. James Loeper, to approve the Otsego County Review report. With no discussion, the **MOTION** carried.

Huron County – The report for the Huron County review is complete and approved by the Certification Subcommittee. As it was not included in the SNC packet, Mr. Feole will table the SNC approval until the December meeting.

Baraga and Schoolcraft County – The report for the Baraga and Schoolcraft County review are pending and should be available at the December SNC meeting.

The subcommittee met on August 22, 2013, and by random selection, Lake County was the next county chosen for review. The site visit is scheduled for October 15 with the review team including Mr. Tim Smith, Mr. Greg Clark, Mr. Ron Bonneau, and Ms. Amanda Kennedy.

C. Addition of Houghton, Keweenaw, and Ontonagon Counties

The subcommittee had a conference call October 2, 2013, to approve Houghton, Keweenaw, and Ontonagon counties to be reviewed by request. The counties' PSAP is Negaunee, which recently had a site visit for Baraga and Schoolcraft counties. There was discussion to conduct site visits when all counties handled by a single PSAP in future reviews. At the December SNC meeting, the subcommittee will be making a proposal for the SNC to approve the new process.

For now, the subcommittee asked Houghton, Keweenaw, and Ontonagon Counties if they would like to have a site review, which could be done on request, and all counties agreed. Mr. Feole asked for a motion for SNC approval to review those counties. That **MOTION** was made by Mr. Tim Smith, with support by Mr. Jon Campbell. The **MOTION** carried.

VI. Dispatcher Training Subcommittee

A. Meeting Updates

The approved minutes of July 30 and August 27, 2013, are included in the SNC packet.

The Training Standards Tracking Program became available on May 31, 2013. Ms. Hart is still working with a few agencies regarding access to the MiCJIN Portal by secure token.

There were many agencies who submitted worksheets for grandfathering of police officers whether they perform duties of emergency telecommunicators or not. The subcommittee asked the Certification Subcommittee to assist in validating employees listed as having primary duties of emergency telecommunicators. The issue was addressed and worksheets have been approved.

A request was received by the subcommittee to define an exigent circumstance under the training standards, allowing the use of undesignated telecommunicators. The manual allows for a form to be submitted to the State 911 Office whenever an undesignated telecommunicator is used. The form has been created, it has been sent to all PSAPs, and will be posted on the SNC Web site.

As of October 2, the training subcommittee review team has approved 135 requests for training course approvals/renewals and has denied 20.

B. Approval of Additional FTEs and November 2013 Distribution Listing

Eight applications were received for the mid-year application process, with five approved by the subcommittee. For the other three, two were denied due to non-spend down, and one was denied as employees on the FTE worksheet received 302 funds.

There was a total of 41 FTEs approved by the subcommittee. In May, there were 1,489 FTEs and the subcommittee is recommending approval of 1,536 FTEs for the second distribution of training funds. It is an increase over the 41 approved; however, there was a consolidation and six dispatchers from Wayne Police Department were transferred to Westland, which are included in the recommended FTE number for the November distribution.

A **MOTION** was made by Mr. Jeff Troyer, with support by Chief Paul Trinkka, for approval by the SNC for a second year distribution of 1,536 FTEs. With no discussion, the **MOTION** carried.

Mr. Loeper stated there was previous discussion regarding the county coordinator receiving training funds. He asked Mr. Troyer if the subcommittee had discussion regarding this issue and what the outcome was. Under the current guidelines, Mr. Troyer stated those individuals are not eligible; however, there may be opportunity to revise the guidelines with the next year's application process. There has been no decision as of yet, discussions are ongoing.

VII. Emerging Technology Subcommittee

Ms. Miller-Brown reported for Ms. Heinze. The approved minutes of October 17, 2012, July 17 and August 8, 2013, are included in the SNC packet.

There is a consent agreement between the four major carriers (Sprint, T-Mobile, AT&T, and Verizon), APCO, NENA, and the FCC, which goes into place on May 15, 2014, to provide text to 911 to PSAPs that request it. The SNC cannot show preference to one solution/vendor, but the subcommittee believes a consistent, best practice policy should be outlined for the PSAPs. There are four ways of delivering text to 911, and the subcommittee has scheduled time for all four vendors to make a presentation, answer questions, etc. The subcommittee is looking to make a recommendation to the SNC of a solution that would work evenly across the board, for all PSAPs, no matter their equipment. The recommendation would be based on delivery options, not equipment recommendations. The ETS expects to make recommendations at the December SNC meeting so rollout can begin to the PSAPs in May.

Ms. Collins asked how it will work with the project in the U.P. and if they were already deploying NG911. Ms. Miller-Brown stated it will all depend on what individual technology will allow. Mr. Troyer asked if the ETS is looking at a third party vendor, as text to 911 does not use the 911 network for delivery. Ms. Miller-Brown stated there are several ways to bring text to 911 through the network.

Mr. Troyer asked if the SNC makes a recommendation, what position will that put PSAPs in moving forward because at this point text to 911 is optional. Ms. Miller-Brown stated it will be up to the SNC to review the recommendations from the ETS, letting PSAPs know what the options are. The solutions come from the providers, but the guidelines on using the solution and choosing the solution, based on local needs, should come from the SNC.

The ETS voted to endorse the U.P. Project. If anyone is interested, the presentation is posted on the Web site.

Ms. Karen Chadwick, from Grand Rapids Police Department, asked the ETS to look into issues with call set up time. Call set up time on wireless calls comes into the PSAP with hours and minutes, but not seconds because the time field in the data stream is not large enough. Before the issue comes before the SNC, the ETS will look into further.

VIII. Legislative Action Subcommittee

Ms. Miller-Brown reported for Mr. Sible.

A. HB 4671

This bill is regarding the appropriation out of the 911 fund that goes to Treasury for administering the 911 fund \$150,000/year. This bill did pass both House and Senate.

B. HB4853

This bill was introduced June 20, 2013. Ms. Miller-Brown stated this bill codifies things that are already being done. For example, PSAPs being named or changed in plans through administrative findings.

Mr. Troyer stated this bill allows is additional PSAPs, not changes to existing PSAPs. Sheriff Gribler stated the Legislative Action Subcommittee (LAS) should review and make suggested edits for clarification.

C. HB4979, 4980, 4983, 4984

Mr. Berry stated the Michigan Association of Ambulance Services met regarding these bills, which are related to an EMS situation in Detroit, medical control, and conflicts of interest. The position of the ambulance association is against these bills. Mr. Docherty stated his organization is also looking into these bills and trying to speak with representatives to find out the background as to where the bills originated. Ms. Miller-Brown has asked Sergeant Gill, legislative liaison for MSP, to see if he could find information and bring to LAS. General discussion followed.

Mr. Troyer stated HB4984 is one that PSAP directors and MAC have discussed. The bill states local PSAPs are to work with medical control and participating public agencies. He stated the language is not limited to just EMS and should be reviewed as this bill will directly impact all PSAPs.

Mr. Loeper stated HB4785 was also introduced, which dramatically changed the fees for EMS.

Ms. Collins stated while she appreciates receiving copies and reviewing the bills in the SNC packet, the LAS has not met to discuss. She suggested moving these items elsewhere on the agenda so they are not under the LAS report.

IX. Policy Subcommittee

Nothing to report.

X. State 911 Administrator

A. Annual Report to the Legislature. Ms. Miller-Brown thanked Ms. Hansel for reformatting the report and doing an excellent job of getting it completed and delivered on time.

- B. GIS Project. All but six counties are now participating in the project. As the grant for the project is now closed, Ms. Miller-Brown sent information regarding CGAP funds to all PSAPs and county coordinators. The deadline for Oscoda County will be extended as discussions began with them before the original deadline came.

Sheriff Gribler asked about Berrien and Cass Counties. Ms. Miller-Brown stated both counties had submitted letters of intent and withdrew.

The project was awarded one of three Excellence in Technology awards given in the state at the Digital Summit in September.

- C. State 911 Fund. Ms. Miller-Brown acknowledged Ms. Kennedy for a wonderful job gathering information. From quarter two to quarter three, there is a difference of over one million dollars. When comparing the same quarters last year, the difference is significantly less. Ms. Kennedy is still working with treasury to figure out reasons for the difference. Information from October is not available from treasury and is not included in the report. The State 911 Office will be tasked with identifying retailers. Currently, Ms. Kennedy is only assessing the large providers to verify they are paying into the fund.
- D. CLEAR NG911. The CLEAR NG911 workgroup has been working to draft language for a legislative document, which has gone to CLEAR and the Governor's office where the draft is being further edited. Ms. Miller-Brown believes the final draft may be ready for review by the LAS meeting in late October. The draft sent to CLEAR was consistent with the recommendations shared in the past and the presentation posted on the CLEAR Web site. When asked if the recommendation replaces the SNC, Ms. Miller-Brown answered yes; however, there are recommendations in the draft document to keep resources currently within the SNC, such as the subcommittees, in place.
- E. Other Activity. Ms. Anne Zerbe is working with the MLTS group to create guidelines for owners of MLTS systems, which are due to be up and running by December 2016.

The annual audit came back with no findings.

In June, Ms. Miller-Brown was elected president of NASNA to serve a two-year term.

Ms. Woolcock stated that the State of Michigan had been awarded over \$4 million from a federal grant, the State and Local Implementation Planning Grant (SLIGP), for FirstNet. Ms. Woolcock asked Ms. Miller-Brown for details as this award had not been included in her report considering she had been participating in regular meetings with the Public Safety Broadband Network Committee discussing implementation of the grant. Ms. Miller-Brown stated the federal grant was awarded for community outreach for FirstNet, but had not yet been accepted due to issues with matching funds. Ms. Woolcock asked about related changes to the general distribution. Ms. Miller-Brown stated the grant would have no effect on the 911 funds. She stated the SLIGP is for implementation and working with local units of government on what FirstNet is, how it will be deployed, and community outreach. Ms. Miller-Brown offered to have a more extensive 911 Administrator's report. Sheriff Gribler stated he is on the Interoperability Committee and believes any further release of information should come from Mr. Brad Stoddard, who is taking the lead on this program.

XI. Public Comment

Mr. Ron Bonneau asked if there is a specific code retailers use when they submit their surcharge in order to designate where the money goes. Ms. Miller-Brown stated it is being collected because revenue is coming in, we just do not know who is submitting. There is not a code, but retailers have

a specific form to fill out that designates the prepaid money from other money being submitted to the state than sales tax.

Mr. Rich Feole stated the annual APCO meeting is October 24 at 2 p.m. in Frankenmuth. There will be a presentation by Motorola and an awards dinner afterwards.

XII. Next Meeting

December 10, 2013
10 a.m.
MSP Headquarters

XIII. Adjourn

The meeting adjourned at 11:23 a.m.