

ETSC CERTIFICATION SUBCOMMITTEE
Thursday December 9, 2004
Meeting Minutes

PRESENT: Charon, Fyvie, Gribler, Loftus, Russell

ABSENT: Hensel, Norman

Approval of Minutes -

The meeting was opened by Chairperson Bill Charon at 10:15 a.m. He began by asking the members for approval of minutes from Certification Subcommittee meetings held on June 15, 2004, August 2, 2004 and August 26, 2004. A motion was made by Sheriff Dale Gribler, supported by Mr. Dan Loftus, the motion carried.

Allowable Expenses –

Inquiry from Mackinac County

A letter of request was sent to Chairperson Charon requesting this subcommittee to recommend an opinion to the Emergency Telephone Service Committee (ETSC) regarding non 9-1-1 personnel to man the Mackinac County fire station. The subcommittee briefly reviewed the ETSC Allowable and Disallowable Costs. This chart indicates this is a disallowable expense. A motion was made by Mr. Fyvie to send Mackinac County a letter that 9-1-1 funds are not be used for non 9-1-1 personnel and to make the list of 9-1-1 expenditures inclusive of both wireless and wireline on the list of 9-1-1 expenditures. Ms. Christina Russell supported, the motion carried.

Inquiry from Schoolcraft County

A letter of request was sent to Chairperson Charon requesting this subcommittee recommend an opinion to the ETSC regarding the use of 9-1-1 funds to maintain and post road signs in their county. The subcommittee reviewed the 9-1-1 cost chart and noted this is a disallowable expense. It was noted this is a general fund expense and this county should have a line item for such an expense. Mr. Fyvie made a motion to not allow this expense under 9-1-1 funds and to recommend to the ETSC to add this to the list of disallowable expenses. Ms Russell supported, the motion carried.

Policy for Reimbursement of Expenses related to Compliance Reviews-

At the recent ETSC meeting, the Certification subcommittee was given the charge of determining what costs associated with Compliance Reviews will be reimbursed. It was recommended that meals, lodging and mileage will be reimbursed for reviews and investigatory trips associated with compliance reviews. Wages will not be reimbursed for this activity. The costs will be reimbursed at the State of Michigan per diem rates. Official travel expenses will be submitted to the State 9-1-1 Administrator's office for approval. The draft policy will be presented to the ETSC at its next meeting.

Antrim County Compliance Review scheduled for December 14/15, 2004-

Mr. Charon, Mr. Fyvie, Mr. Loftus and Ms. Miller-Brown will be traveling to Antrim County to meet with county representatives regarding their Compliance Review. The group also plans on visiting the 9-1-1 center while in that area.

Request from Leelanau County for a Compliance Review -

The county has requested a Compliance Review from this subcommittee. This is considered a "not for cause" review. They are in the process of moving from the Sheriff Department to an independent building. The subcommittee also discussed the language in P.A. 32. Compliance Review. It was decided that some language had a negative tone and misinterprets the purpose.

Also, need to make the language more specific as to who can ask for a compliance review.

6th Year Certification Process –

The packet was mailed recently to County Commissioners with the possibility of another mailing to be done in spring 2005. It is critical to get as much information as possible to ascertain where the providers are with Phase II implementation. The next mailing in the spring will allow the subcommittee to collect more data as the 1st Phase II implementation deadline, June 30, 2005, grows closer.

Request for a “for cause” Review of Lake County –

The Lake County PSAP director contacted Chairperson Charon requesting a “for cause” review. It was noted the accounting activity is housed with the local County Clerk’s office. The director submitted some allegations and indicated the monthly budget reports are not received. As a result of a cost reduction, the PSAP director position for this county has since been eliminated and combined with Emergency Management. Lake county does not receive enough funding through 9-1-1 funds so they rely on other sources for funding. A motion was made by Mr. Fyvie that this Chair and others of his choice, meet with the Authority Board and County Clerk for an advisory meeting. Mr. Loftus supported, the motion carried.

Other Discussion –

Quarterly Certification –

A motion was made by Sheriff Gribler that all counties are Phase I compliant as of December 31, 2004. Mr. Fyvie supported, the motion carried.

Baraga County –

It was noted that Baraga County, while Phase II compliant, does not participate in Enhanced 9-1-1.

The next meeting will be held on Tuesday March 15, 2005 at 10:00 a.m. Michigan State Police Headquarters.

The meeting was adjourned at 1:25 p.m.