



EMERGENCY TELEPHONE SERVICE COMMITTEE MEETING

Collins Center
Lansing, Michigan

December 9, 2003

9:30 a.m.

MEETING MINUTES

MEMBERS PRESENT	REPRESENTING
Mr. Paul Rogers, Chair	National Emergency Number Association
Lt. Col. Peter Munoz, Vice Chair	Department of State Police
Mr. William Charon	Michigan Communications Directors Assoc.
Mr. Steve Berenbaum	Telecommunications Association of Michigan
Mr. John Buczek	Fraternal Order of Police
Mr. Jim Fyvie, representing Ms. Suzan Hensel	Assn. of Public Safety Comm. Officials
Mr. Charles Nystrom	Public Member, House Appointee
Mr. James Loeper, representing Mr. Robert Struck	UP Emergency Medical Services Corporation
Mr. Scott Temple	Commercial Mobile Radio Service
Sgt. Ron Johnson	Michigan State Police Troopers Association
Sheriff Dale Gribler	Michigan Sheriffs' Association
Undersheriff Jim Hull	Deputy Sheriff's Association
Mr. Lloyd Fayling	Public Member, Senate Appointee
Ms. Norene Lind	Dept. of Labor and Economic Growth
Mr. Dale Berry	Michigan Association of Ambulance Services
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Mr. Daniel Kearney	Michigan Public Service Commission
Chief Paul Trinko	Michigan Fire Chiefs Association
Mr. John Hunt	Public Member, Governor's Appointee
Mr. Monty Nye, representing Mr. Paul Hufnagel	Michigan Professional Firefighters Union

MEMBERS ABSENT	REPRESENTING
Mr. Hugh Crawford	Michigan Association of Counties

STAFF SUPPORT	REPRESENTING
Sgt. Matt Bolger	Michigan State Police
Ms. Mary Jo Hovey	Michigan State Police
Ms. Jodie Frese	Michigan State Police

The Emergency Telephone Service Committee (ETSC) meeting was called to order by Mr. Paul Rogers at 9:30 a.m.

APPROVAL OF MINUTES

Mr. Charles Nystrom motioned to approve the minutes of the September 24, 2003, ETSC meeting. Supported by Mr. James Loeper, the motion carried.

OLD BUSINESS

A. Iron County Update

The election for the 9-1-1 surcharge proposal passed in Iron County.

B. Kalkaska County Update

The Certification Subcommittee, chaired by Mr. William Charon, had previously been instructed by Mr. Rogers to conduct a review of Kalkaska County's E9-1-1 account based on information received by the ETSC. The subcommittee will be meeting December 11 to begin review of the information provided by Kalkaska County.

C. Substitute HB 4439

Highlights of HB 4439 include:

- Sunsets December 31, 2006
- The surcharge of 52 cents would remain.
- MSP may assess ½ cent for administration of the Act and an additional ½ cent once a state coordinator is hired.
- The 25 cent CMRS portion of the fund continues through December 31, 2005. Wireless carriers must notify the ETSC by July 1, 2004, if they will continue to seek reimbursement from the fund. If they opt out, their contribution will drop to 29 cents. Those carriers who do remain will continue to remit 52 cents until December 31, 2005, at which time their contribution will drop to 29 cents and they will be responsible for receiving their cost recovery directly from customers.
- No change in training fund distribution.
- Certification of counties to the Department of Treasury can be held quarterly as opposed to the current annual certification. This will allow counties who do not come into compliance to become eligible and receive funding for the remainder of the year.

It is unknown at this point what changes, if any, the Senate may make to the bill. Once the bill passes through the Senate, it will return to the House for final vote and then to the Governor for signature.

Lt. Colonel Munoz advised he has heard concerns expressed regarding the hiring of the 9-1-1 coordinator. Applications will be taken and considered from qualified individuals both inside and outside the department to broaden the applicant pool and to find the best qualified person. Lt. Colonel Munoz will be working with the Human Resources Division within MSP to establish the limited term position. A position description (PD) has been drafted by members of the ETSC and this, along with PD's from other states, will be used to develop responsibilities for the position. Lt. Colonel Munoz stressed that this will not be a secretive search. He will keep the ETSC apprised of the progress. Funding received from the ½ cent will also cover support staff, office space, vehicle, etc. for the coordinator.

D. 3 Cent Fund

Distribution of monies from the 3 Cent Fund is close to a resolution. A meeting will be set with the Governor's Office to review the final distribution proposal.

CMRS SUBCOMMITTEE REPORT

A. Review of Invoices

ETSC members were provided with copies of the invoices. Support staff had previously removed all information identifying the CMRS suppliers from the documents. Contact was made by support staff with the Department of Treasury representative to confirm if the CMRS suppliers are registered with the State of Michigan and if funding has been contributed under the Federal identification numbers provided by the suppliers.

A motion was made by Mr. Charles Nystrom to deny payment of **INVOICE 03-0045** in the amount of \$39,592.74, **INVOICE 03-0047** in the amount of \$35,842.74, and **INVOICE 03-0057** in the amount of \$39,592.74 as no funds are available under the Federal identification number provided by the supplier. Supported by Undersheriff Jim Hull, the motion carried.

A motion was made by Mr. Lloyd Fayling to deny payment of **INVOICE 03-0037** in the amount of \$180,804.07, as no funds are available under the Federal identification number provided by the supplier. Supported by Chief Kay Hoffman, the motion carried. This supplier has previously been reimbursed at 125 percent of available funds (March 28, 2003, ETSC meeting) and has not contributed additional monies to the CMRS fund since that date.

The above invoices (with the exception of Invoice 03-0057) were reviewed and not recommended for payment at previous ETSC meetings. They are resubmitted today at the request of the suppliers.

A motion was made by Mr. Charles Nystrom to approve payment of **INVOICE 03-0053** in the amount of \$300,602.36. Supported by Undersheriff Jim Hull, the motion carried.

A motion was made by Mr. William Charon to approve payment of **INVOICE 03-0058** in the amount of \$42,805.26. Supported by Mr. James Loeper, the motion carried.

A motion was made by Mr. Charles Nystrom to approve a 125 percent payment of available funds for **INVOICE 03-0060** in the amount of \$157,610.00. Supported by Chief Kay Hoffman, the motion carried. The supplier has contributed \$126,088.00 to the CMRS fund, with the original invoice amount requested for reimbursement being \$163,537.54.

A motion was made by Chief Kay Hoffman to approve payment of **INVOICE 03-0061** in the amount of \$187,388.84. Supported by Mr. Charles Nystrom, the motion carried.

A motion was made by Undersheriff Jim Hull to approve payment of **INVOICE 03-0062** in the amount of \$52,297.88. Supported by Mr. William Charon, the motion carried.

A motion was made by Mr. James Loeper to deny payment of **INVOICE 03-0063** in the amount of \$37,942.74, as no funds are available under the Federal identification number provided by the supplier. Supported by Chief Paul Trinkka, the motion carried.

A motion was made by Chief Kay Hoffman to approve payment of **INVOICE 03-0064** in the amount of \$70,111.00. Supported by Undersheriff Jim Hull, the motion carried.

A motion was made by Undersheriff Jim Hull to approve payment of **INVOICE 03-0065** in the amount of \$8,250.00. Supported by Mr. James Loeper, the motion carried.

A motion was made by Chief Kay Hoffman to approve payment of **INVOICE 03-0066** in the amount of \$74,422.00. Supported by Mr. Charles Nystrom, the motion carried.

A motion was made by Undersheriff Jim Hull to approve payment of **INVOICE 03-0067** in the amount of \$51,591.65. Supported by Chief Paul Trinkka, the motion carried.

A motion was made by Chief Kay Hoffman to approve payment of **INVOICE 03-0069** in the amount of \$52,768.46. Supported by Undersheriff Jim Hull, the motion carried.

A motion was made by Chief Paul Trinkka to approve payment of **INVOICE 03-0070** in the amount of \$3,943.23. Supported by Chief Kay Hoffman, the motion carried.

A motion was made by Undersheriff Jim Hull to deny payment of **INVOICE 03-0071** in the amount of \$32,142.28, as all available funds, plus 125 percent, were used to pay **INVOICE 03-0060**. Supported by Mr. Charles Nystrom, the motion carried.

A motion was made by Mr. William Charon to approve payment of **INVOICE 03-0072** in the amount of \$11,829.69. Supported by Chief Kay Hoffman, the motion carried.

The remainder of the invoices below are from the same supplier. The invoices were previously not approved by the ETSC due to no available funds under the Federal identification number provided by the supplier. The supplier has provided a new Federal identification number which the Department of Treasury representative has confirmed contains available funds contributed by the supplier.

A motion was made by Sheriff Dale Gribler to approve payment of the following invoices:

INVOICE 03-0006 in the amount of \$28,526.94
INVOICE 03-0008 in the amount of \$5,729.28
INVOICE 03-0014 in the amount of \$15,943.48
INVOICE 03-0023 in the amount of \$10,152.64
INVOICE 03-0027 in the amount of \$13,096.64
INVOICE 03-0032 in the amount of \$17,704.97
INVOICE 03-0044 in the amount of \$14,948.80
INVOICE 03-0055 in the amount of \$85,012.96
INVOICE 03-0059 in the amount of \$54,423.47
INVOICE 03-0068 in the amount of \$90,336.01

Supported by Mr. Charles Nystrom, the motion carried.

B. Legislative Intent Concerning 125 Percent Payment

Lt. Colonel Munoz stated that Public Act 78 of 1999 gives the CMRS Subcommittee the ability to recommend invoices for payment at 125 percent of the contributions the supplier has on hand in the CMRS fund at the time of the request. This would also apply to preapproval requests, that being 125 percent of what the requestor has on hand. In a letter to the ETSC chair, Lt. Colonel Munoz has stressed that key Legislators have indicated that the practice currently employed by the CMRS Subcommittee is in keeping with the intent of the Act.

A motion was made by Mr. Lloyd Fayling for the CMRS Subcommittee to continue consideration of invoices for payment at 125 percent of available funds as has been their past practice. Supported by Mr. Scott Temple, the motion carried.

C. Pre-approval Guidelines

Lt. Colonel Munoz noted that the subcommittee did receive the first preapproval request. However, the supplier currently has a zero balance in the CMRS fund.

The subcommittee will redraft guidelines for preapproval, as direction is now much clearer. The draft will be presented at the next ETSC meeting.

CALL MANAGEMENT SUBCOMMITTEE REPORT

The Call Management Subcommittee will be meeting December 12 to develop a statewide policy for call management and dispatching to law enforcement agencies.

DISPATCHER TRAINING SUBCOMMITTEE REPORT

The Dispatcher Training application forms are being mailed this week. Applications are due (and must be postmarked by) February 13, 2004.

Mr. Charles Nystrom noted that MCOLES is having difficulty (shortage of staff and time constraints) in reviewing and assigning course approval numbers to ETSC training courses. Mr. Nystrom will work with MCOLES to resolve this problem, possibly through a suggestion to have the ETSC review and approve dispatcher training courses and apply an ETSC number to the courses prior to MCOLES review.

Sheriff Dale Gribler inquired about training consortiums being formed around the state and if a portion of the dispatcher training funds could be put toward these efforts. Mr. Nystrom will look into the matter.

LEGISLATIVE ACTION SUBCOMMITTEE REPORT

A. Legislative Package Update

Lt. Colonel Munoz provided an updated list of the legislative issues for the rewrite and their status. Several of the issues are being addressed through HB 4439. The remaining rewrite issues may be delayed as focus with the Legislature has surrounded budget issues. There is currently a four month back-up with the bill drafters. Senator Patterson has introduced a bill that would repeal the sunset of the Act, should HB 4439 get backed up.

Sheriff Gribler stated he felt it would be beneficial for executive directors of the various organizations to lobby together on issues. Mr. Rogers noted that, as chair, he frequently is asked to provide answers to questions he may not be able to provide. He has been challenged at times to deliver bad news and explain difficult situations. Different organizations at times have differing points of view. It is good to be passionate about our ideas, but in the final analysis we need to find common ground and listen to what each other are conveying. Then 95 percent of what we are trying to do becomes doable. Communication is the essence of what we do. We need to talk about the issues we can agree on and look into the reasons for disagreement on others. Mr. Rogers further noted that he believes the various organizations can speak as one to the Legislature, but communication and agreement is needed before hand. The key is to be collective.

POLICY SUBCOMMITTEE REPORT

The subcommittee has been working with the Attorney General's office to obtain advice on the issues of conflict of interest and dual interest by ETSC members when voting. The Attorney General's Office has referred the subcommittee to the State Board of Ethics. The subcommittee will draft a list of questions for the ETSC to review prior to presenting to the State Board of Ethics.

RE-CERTIFICATION SUBCOMMITTEE REPORT

5th year certification materials were mailed to the counties during the first week of October and are due back to the ETSC by January 31, 2004. With the pending Legislation, the certification requirements may need to be readdressed. Mr. Rogers felt that the current requirements are good at least through the end of June. Once the Legislation has been signed into law, the subcommittee will re-evaluate.

ELECTION OF 2004 OFFICERS

A motion was made by Mr. Charles Nystrom and supported by Mr. William Charon nominating Sheriff Dale Gribler for the position of chair. A motion was made by Chief Kay Hoffman and supported by Mr. John Hunt nominating Lt. Col. Peter Munoz for the position of chair. A motion was made by Mr. Dale Berry and supported by Undersheriff Jim Hull to close nominations for the position of chair.

A vote was taken by a show of hands and Sheriff Dale Gribler was elected as the 2004 chair of the ETSC

A motion was made by Mr. Charles Nystrom and supported by Mr. Lloyd Fayling nominating Lt. Col. Peter Munoz for the position of vice chair. A motion was made by Undersheriff Jim Hull and supported by Chief Kay Hoffman to close nominations for the position of vice chair.

A vote was taken by a show of hands and Lt. Col. Peter Munoz was elected as the 2004 vice chair of the ETSC.

PUBLIC COMMENT

Mr. John Bawol thanked the ETSC for the work done with the Legislature on behalf of the counties. Mr. Tom Altland also thanked the ETSC and Mr. Paul Rogers on behalf of the MCDA for their leadership in this effort.

Mr. Dale Berry made a motion thanking Mr. Paul Rogers for his years of service to the ETSC, including his 1½ years servicing as chair. Supported by Mr. Charles Nystrom, the motion was unanimously supported and moved.

NEXT MEETING

The next meeting is scheduled for March 23, 2004, at 9:30 a.m. The location will be announced at a later date. (Update: The meeting location has since been set at the Michigan State Police Training Academy in Lansing.)

ADJOURN

A motion was made by Mr. James Loeper to adjourn the meeting. Supported by Lt. Col. Peter Munoz, the motion carried.

Approved:

PAUL M. ROGERS, CHAIR