



**GRETCHEN WHITMER**  
GOVERNOR

State of Michigan  
**STATE 911 COMMITTEE**  
LANSING

**JEFF TROYER**  
CHAIR

**State 911 Committee Meeting**  
Wednesday, December 11, 2019  
MSP - HQ  
Meeting Minutes

<b>Voting Members Present</b>	<b>Representing</b>
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. April Heinze, Vice Chair	Senate Appointee, Public Member
Lt. Col. W. Thomas Sands	Michigan State Police
Ms. Jordyn Sellek	Michigan Communication Directors Association
Mr. Rich Feole	Association of Public Safety Communication Officials
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Mr. Marc Gramlich	National Emergency Number Association
Ms. Wendy Thelen	Michigan Public Service Commission
Mr. John Bawol	Governor's Appointee, Public Member
Sgt. Matthew Miller	Deputy Sheriff's Association
Mr. Ken Mitchell	Michigan Association of Counties
Chief Mark Barnes	Michigan Association of Fire Chiefs
Ms. Jeanette Doll	Michigan Department of Licensing & Regulatory Affairs
<b>Non-Voting Members Present</b>	<b>Representing</b>
Ms. Cindy Homant	State 911 Administrative Office
Ms. Theresa Hart	State 911 Administrative Office
Ms. Lyndsay Stephens	State 911 Administrative Office
Ms. Kristine Bond	State 911 Administrative Office
Mr. Joel King	Office of the Attorney General
<b>Voting Members Absent</b>	<b>Representing</b>
Mr. Gary Johnson	UP Emergency Medical Services Corporation
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Dale Berry	Michigan Association of Ambulance Services
Sgt. Frank Williams	Michigan State Police Troopers Association
Mr. Mark Docherty	Michigan Professional Firefighters Union
Mr. Michael Sauger	Michigan Fraternal Order of Police

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. Call to Order/Roll Call**

Mr. Jeff Troyer called the State 911 Committee (SNC) meeting to order at 10:00 a.m., roll call was taken, and a quorum was present.

**II. Approval of Minutes**

A **MOTION** was made by Mr. Marc Gramlich, with support by Mr. John Bawol, to approve the meeting minutes of September 18, 2019, as presented. With no discussion, the **MOTION** carried.

**III. Correspondence**

Chair Mr. Troyer advised the SNC that the thank you letter to Ms. Jaime Seling for her work on creating a MLTS Flowchart was sent October 24, 2019.

Mr. Troyer referred the SNC to the letters of appointments, including the Michigan Association of Public Safety Communications Officials reappointment of Mr. Rich Feole, the Michigan Association of Counties appointment of Mr. Ken Mitchell, and the Office of the Governor's reappointment of Mr. Steven Berenbaum, Commercial Mobile Radio Service and the appointment of Mr. Scott Temple, Governor's Appointee, Public Member.

Mr. Jeff Troyer thanked Mr. John Bawol for his service to the State 911 Committee. Mr. Bawol served as the Governor's Appointee, Public Member from 2016 to present. Prior appointments to the SNC included APCO 2005-2007 and the House Appointee (2008-2009).

A **MOTION** was made by Chief Mark Barnes, with support by Ms. April Heinze, to approve the placement of the letters on file. With no discussion, the **MOTION** carried.

**IV. Certification Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by Chief Mark Barnes, with support by Ms. April Heinze to accept the August 15, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. 2020 Report to the Legislature: County Information Report (SNC301)

The SNC301 was removed from the meeting Agenda for further discussion and possible editing by the Certification Subcommittee and the Michigan Public Service Commission.

B. Compliance Review Report – Branch County

The Branch County Compliance Review had required findings related to training. The county has not been applying for the Dispatcher Training Funds and it was encouraged to assist with the compliance of the training requirements. Recommendations were also made to assist the public safety answering point (PSAP).

A **MOTION** was made by Ms. Jennifer Greenburg, with support by Mr. John Bawol, to approve the Branch County Compliance Review Report as presented. With no discussion, the **MOTION** carried.

C. Compliance Review Report – Missaukee County

Ed Nettle was present. The Missaukee County Compliance Review had no required findings and make a recommendation to assist the PSAP.

A **MOTION** was made by Mr. Rich Feole, with support by Ms. Jennifer Greenburg to approve the Missaukee County Compliance Review Report as presented. With no discussion, the **MOTION** carried.

D. Subcommittee Updates

The following were recently drawn for a random compliance review: St. Clair County, St. Joseph County, and Wayne – Detroit Service District. Notifications have been sent.

The site visit for Presque Isle will occur in January or February.

The subcommittee membership had three members resignation/retire this past quarter. Mr. Chris Izworski, Mr. Tim Smith and Mr. Greg Clark were thanked for their service on the subcommittee. The subcommittee has the following members who were approved: Eugenia Cook from the City of Detroit, Cynthia Fell from Plymouth Township Police Department, Tracy Peter from Hillsdale County Central Dispatch and Kyle Maury from Washtenaw County Sheriff Department.

Next week, there are site visits scheduled to continue meeting with the remaining PSAPs in the Eastern Conference of Wayne.

## V. Dispatcher Training Subcommittee Report

### A. Approval of Minutes

A MOTION was made by Mr. Marc Gramlich, with support by Ms. April Heinze, to accept the August 21, 2019, meeting minutes as presented. With no discussion, the MOTION carried.

### B. 2020 Dispatcher Training Fund Application Packet

The packet had its regular date updates, but it also included a clarification for the calculation of the full-time equivalent as it pertained to an employee's leave of absence. The application will be due January 31, 2020. Ms. Theresa Hart of the State 911 Administrative Office is scheduled to be at the next APCO/NENA meeting to assist PSAPs with questions.

The November Dispatcher Training Fund distributions have not been sent by Treasury. Once again, the Treasury will likely distribute funds late December or in January. The distribution information will be updated to the PSAPs as it becomes available.

A **MOTION** was made by Lt. Colonel W. Thomas Sands, with support by Mr. Rich Feole, to approve the 2020 Dispatcher Training Fund Application Packet as presented. With no discussion, the **MOTION** carried.

### C. Subcommittee Updates

The subcommittee sought an update to its name to reflect an inclusion of all telecommunicators and professionals subject to the training standards. The subcommittee proposed the name change to 911 Training Subcommittee.

A **MOTION** was made by Ms. April Heinze, with support by Chief Mark Barnes, to approve the name change to 911 Training Subcommittee, as presented. With no discussion, the **MOTION** carried. The State 911 Administrative Office shall update all records to reflect the same.

The May 20, 2020, subcommittee meeting will be held in Kalamazoo (in conjunction with the APCO/NENA Conference) at the Radisson at 2 p.m.

There are approximately 155 training courses that have been approved and one that was denied. The approvals do not include the additional requests to add instructors or module endorsements.

Subcommittee Member Ms. Karen Chadwick announced the November meeting was her last as she has an upcoming retirement.

The 911 Training Subcommittee Chair Marc Gramlich announced that February subcommittee meetings will be his last as he finishes his term on the State 911 Committee with NENA in March.

## **VI. Emerging Technology Subcommittee**

### **A. Approval of Minutes**

A **MOTION** was made by Ms. April Heinze, with support by Mr. Marc Gramlich to approve the September 9, 2019, October 7, 2019, and November 4, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

### **B. Subcommittee Updates**

The Emergency Technology Subcommittee (ETS) Chair, Ms. April Heinze, thanked ETS member, Ms. Jaime Seling, for her work on the MLTS Flowchart.

DDTI, a GIS vendor, requested access to the GIS repository. The company is also a sub-vendor of PFN and INdigital. The ETS approved access subject to a non-disclosure agreement (NDA) that outline the specific uses by the Michigan Department of Technology, Management and Budget's Center for Shared Solutions (CSS).

The Emerging Technology Forum is April 21-22, 2020. Session planning is almost complete, and the focus is scheduling the speakers by the end of the December. The subcommittee would like to submit agenda for course approval so that attendees can use training funds. The pricing for the forum which has never been priced to profit. The sponsorships are not always available and are not a guaranteed source of funding. Therefore, the forum will be offered at the cost of \$125 per person. The forum is two full days of training and includes meals.

## **VII. Legislative Action Subcommittee**

### **A. Approval of Minutes**

A **MOTION** was made by Lt. Colonel W. Thomas Sands, with support by Ms. Jordyn Sellek, to approve the August 26, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

### **B. Subcommittee Updates**

The House Bill 4523, Newborn Safety Device, has had no movement since the last SNC meeting.

The Panic Button in section 97 of Senate Bill 146 was part of the Governor's redlined budget. It is not clear whether this item will receive any further attention.

The discussion of the sunset of Public Act of 32 was put on hold until the Legislative Action Subcommittee's (LAS) February 2020 meeting. This is to allow the prior legislation to have full cycle of payments to review along with the annual information that is collected from the counties.

The LAS discussed encryption of radio systems at its November meeting. The Michigan Public Safety Communication System (MPSCS) is looking for standardization of systems and originally was looking at whether it required policy changes or legislation. Without agencies and neighboring counties using the same encryption, it is possible to communicate.

LAS Chair, Lt. Colonel W. Thomas Sands, who also sits on the Interoperability Board indicated that MPSCS has since produced a policy draft, but it was not approved. After the immediate rewrites, there are plans to seek public input. It was suggested that during public input the document be sent to the PSAPs by the State 911 Administrative Office to allow the PSAPs to participate. The Governor created an Interoperability Board to make recommendations so please send any concerns to the board. Also, it was also noted that an Encryption Recommendations and Best Practices was released and can be found on the MPSCS website.

## **VIII. Policy Subcommittee**

No Report

## **IX. State 911 Administrator's Report**

Ms. Cindy Homant provided a report on behalf of the State 911 Administrative Office. The SNC was provided with a financial update since the payments for the quarter continue to be posted to Treasury.

Since the legislation took effect a year ago, there are approximately a little more than a dozen businesses that show payments in arrears by six months. Efforts continue to track and contact the businesses are known to be delinquent.

The automation project is scheduled to have the first phase of the system, relating to the dispatcher training, tested in January by the workgroup and going live April 2, 2020.

The Text-to-911 map will be updated on the SNC website. There are no state or federal requirements to offer Text-to-911, but participation is growing with the conversion to Peninsula Fiber Network and CPE updates. The map is updated to reflect reported live and fully deployed PSAPs.

Please direct any questions regarding the Next Generation 911 Grant and the Technical Advisory Committee to Ms. Lyndsay Stephens.

Ms. Harriet Rennie-Brown retired in November as she announced at the September meeting. Also this the last meeting for Ms. Kristine Bond who took a promotion at the beginning of December in another department of the Michigan State Police. Due to the number of changes and the holidays, it is requested that incoming emails be sent to [MSPETSC@michigan.gov](mailto:MSPETSC@michigan.gov).

The State 911 Committee members will receive an email with an invite and a free registration code when the registration for the Emerging Technology Forum opens.

Lt. Col. W. Thomas Sands provided an update for the State 911 Administrator position. The position was posted, and SNC Chair reviewed the applications as well. The Civil Service has to approve the interviews and it had requested additional information. As soon as the approvals are received, interviews will be scheduled.

Chair, Mr. Troyer, indicated that the most recent quarterly distribution recently caused panic when the distribution was significantly less than the prior quarters. This is the first full year with the increased surcharge rates for the fiscal year which runs October – September. The increased rate included a built-in cap at 37 million. Once the 37 million is reach, the remaining funds are set aside for Next Generation 911.

## **X. Old Business**

None

## **XI. New Business**

### **A. Nomination and Election of Officers for 2020**

A **MOTION** was made by Chief Mark Barnes, with support by Ms. Jennifer Greenburg to nominate Mr. Jeff Troyer for the 2020 Chair of the SNC. No further nominations were received, and Chief Mark Barnes made a **MOTION** to close the nomination for an unanimous vote to approve Mr. Jeff Troyer as the SNC Chair for 2020, and Ms. Jordyn Sellek supported the **MOTION**. The members voted and the **MOTION** carried by an unanimous vote. Effective January 1, 2020, Mr. Jeff Troyer will serve as the Chair for one year.

A **MOTION** was made by Mr. John Bawol, with support by Chief Mark Barnes to nominate Ms. April Heinze for the 2020 Vice-Chair of the SNC. No further nominations were received, and Mr. John Bawol made a **MOTION** to close the nomination for an unanimous vote to approve

Ms. April Heinze as the SNC Vice-Chair for 2020, and Ms. Jordyn Sellek supported the **MOTION**. The members voted and the **MOTION** carried by an unanimous vote. Effective January 1, 2020, Ms. April Heinze will serve as the Vice-Chair for one year.

A **MOTION** was made by Mr. March Gramlich, with support by Mr. Rich Feole, to approve the proposed meeting schedule as presented. With no discussion, the **MOTION** carried.

The Chair and Vice-Chair will follow up with the Chairs of the subcommittees to determine whether any changes will occur.

**XII. Public Comment**

911 Coordinator Mr. Ed Nettle from Missaukee County Sheriff Department thanked the Certification Subcommittee for the Compliance Review that was completed with special thanks to Mr. Scott Temple and Ms. Lyndsay Stephens who participated in the site visit.

Mr. Marc Gramlich, thanked Mr. John Bawol for sharing his knowledge and serving the 911 industry.

Mr. Rich Feole, also thanked Mr. John Bawol and congratulated Ms. Kristine Bond on her promotion.

Mr. John Bawol thanked everyone on the State 911 Committee for the many opportunities where he saw the collaboration and the 911 community grow.

**XIII. Next Meeting**

Michigan State Police Headquarters, Wednesday, March 11, 2020, at 10:00 a.m.

**XIV. Adjourn**

A **MOTION** was made by Mr. Marc Gramlich, with support of Mr. Rich Feole, to adjourn the meeting. The meeting adjourned at 11:05 a.m.