



GRETCHEN WHITMER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

JEFF TROYER
CHAIR

State 911 Committee Meeting
Wednesday, March 13, 2019
MSP - HQ
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House 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
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. James Loeper	UP Emergency Medical Services Corporation
Mr. Marc Gramlich	National Emergency Number Association
Ms. Wendy Thelen	Michigan Public Service Commission
Mr. John Bawol	Governor's Appointee, Public Member
Chief Mark Barnes	Michigan Association of Fire Chiefs
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Christian Marcus	Michigan Association of Counties
Mr. Michael Sauger	Michigan Fraternal Order of Police
Sgt. Frank Williams	Michigan State Police Troopers Association
Ms. Jeanette Doll	Michigan Department of Licensing & Regulatory Affairs
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Non-Voting Members Present	Representing
Ms. Harriet Rennie-Brown	State 911 Administrative Office
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
Voting Members Absent	Representing
Mr. Mark Docherty	Michigan Professional Firefighters Union
Mr. Dale Berry	Michigan Association of Ambulance Services
Ms. April Heinze, Vice Chair	Senate Appointee, Public Member
Ms. Heidi Roberts	Deputy Sheriff's Association

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 Chief Mark Barnes, with support by Mr. Marc Gramlich, to approve the meeting minutes of December 4, 2018, as presented. With no discussion, the **MOTION** carried.

III. Correspondence

Mr. Jeff Troyer welcomed three new SNC members and the reappointment of two SNC members to the State 911 Committee as follows:

Ms. Jordyn Sellek	Michigan Communication Directors Association (Reappointment)
Mr. Dale Berry	Michigan Association of Ambulance Serves (Reappointment)
Lt. Col. W. Thomas Sands	Michigan State Police
Mr. Michael Sauger	Michigan Fraternal Order of Police
Chief Dale Greenleaf	Michigan Association of Chiefs of Police

IV. Certification Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by Mr. Rich Feole, with support by Mr. James Loeper, to accept the December 4, 2018, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Compliance Review Report – Meceola Consolidated Dispatch

The Meceola Consolidated Dispatch Compliance Review had no required findings and two recommendations.

A **MOTION** was made by Mr. Rich Feole, with support by Mr. John Bawol, to approve the Meceola Consolidated Dispatch Compliance Review Report as presented. With no discussion, the **MOTION** carried.

C. Subcommittee Updates

The Kalamazoo County review deadline for submitting the compliance review documentation is approaching, and Mr. Jeff Troyer is working with former public safety answering points to gather the required information.

The review team, assigned to the Lapeer County Compliance Review, completed the site visit to Lapeer County. A draft of the compliance review is under review.

Delta County is collecting its documents for a compliance review, and the site visit is expected for April or May.

Wexford County and Cass County were each recently drawn for a random compliance review.

The Municipal Employees' Retirement System (MERS) account remains an issue for Shiawassee County Central Dispatch. Shiawassee County has recently ordered an external audit. The Certification Subcommittee is awaiting from Shiawassee County, the records of MERS and the external audit.

V. Dispatcher Training Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by Mr. Marc Gramlich, with support by Mr. James Loeper, to accept the November 7, 2018, and February 12, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Approval of 2019 PSAP FTE Count

The applications received for 2019 totaled 127, and ten public safety answering points (PSAPs) did not apply. At the application review, which was well prepared, 1,951 full-time equivalents (FTE) were approved and 36 FTEs were denied. The majority of the denials were based on a failure to spend down previously received dispatcher training funds and receiving 302 funding. At the application appeal, 12 FTEs were reversed and added to the FTE count for a total of 1,963 FTEs for 123 PSAPs.

A MOTION was made by Mr. Marc Gramlich, with support by Mr. James Loeper, to accept the 2019 Dispatcher Training Fund PSAP FTE count of 1,963 FTEs as presented. With discussion, the MOTION carried.

C. DTS-34 and DTS-35

A minor revision that was applied to both the DTS-34 and DTS-35 forms, as shown in the markup copy provided, will require course providers to supply the sign-in sheets within 30 days of the completion of each course.

A MOTION was made by Mr. Marc Gramlich, with support by Mr. John Bawol, to accept the revisions to DTS-34 and DTS-35 as presented. With no discussion, the MOTION carried.

D. Subcommittee Updates

The dispatcher training records of the telecommunicators are under review to identify the grandfathered telecommunicators and confirm their compliance with the continuing education requirements. PSAPs will be notified of the delinquent/undesigned telecommunicators.

Since the beginning of the year, 41 courses have been approved and/or renewed.

The next meeting is on May 15, 2019.

VI. **Emerging Technology Subcommittee**

A. Approval of Minutes

A **MOTION** was made by Mr. James Loeper, with support by Lt. Col. W. Thomas Sands, to approve the December 5, 2018, January 7, 2019, and February 4, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. State 911 Plan

The State 911 Plan was revised and approved by the Emerging Technology Subcommittee (ETS). Since there are SNC members who have communicated questions and proposed revisions, the State 911 Plan is being referred back to the ETS for further review. SNC members were asked to provide any questions or proposed revisions for the subcommittee to consider to Harriet Rennie-Brown no later than noon on April 5, 2019, so it may be included at the next ETS meeting.

C. The Statewide Communications Interoperability Plan (SCIP)

The Statewide Communications Interoperability Plan (SCIP), identified by the SNC agenda under Old Business, was brought forward in the agenda in order to point out to the State 911 Committee that the objectives were provided to Mr. Brad Stoddard for use in the SCIP planning. Mr. Stoddard had made the request at the SNC December 2018 meeting, and the ETS Chair, Ms. April Heinze, coordinated the work. The objectives were also incorporated into the draft State 911 Plan update on page 15.

D. Deployment Suggested Guide List

The Deployment Suggested Guide List provides suggested considerations that may be useful for the PSAPs transition to Next Generation 911. The document has a date and version to allow for future revisions as needed.

A **MOTION** was made by Ms. Jordyn Sellek, with support by Mr. Christian Marcus, to approve the Deployment Suggested Guide List as presented. With no discussion, the **MOTION** carried.

E. Subcommittee Updates

The Emerging Technology Forum is April 16-17, 2019, and of the approximately 134 attendees registered, six are State 911 Committee members. The dinner on April 15, 2019, has approximately 95 registered. The forum agenda is full of excellent sessions and speakers including David Furth, of the Federal Communications Commission, and Brandon Abley and Dan Henry of the National Emergency Number Association.

VII. **Legislative Action Subcommittee**

A. Approval of Minutes

A **MOTION** was made by Lt. Col. W. Thomas Sands, with support by Ms. Jordyn Sellek, to approve the September 4, 2018, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Subcommittee Update

A subcommittee meeting was held March 7, 2019, to discuss legislation introduced by Representative Hoitenga through House Bill 4249 which would eliminate the Multi-Line Telephone System (MLTS) requirements that Michigan currently has in place. The Legislative Action Subcommittee approved the drafting of a letter for the State 911 Committee to approve and send to the Chair Hoitenga of the House Communications and Technology Committee. The letter opposed the legislation as it is presently written, and offered to provide expertise to facilitate a viable solution.

Ms. Sellek, SNC member/ Michigan Communication Directors Association (MCDA) representative gave the SNC an update from a meeting held the day before, March 12, 2019, with Representative/Chair Hoitenga, the National Federation of Independent Business, and the MCDA.

The SNC members reviewed the history of MLTS, including the three deadlines for compliance of the rules, in 2011, 2016, and December 31, 2019. Because of the promotion of rules and extensions, many businesses have already invested and complied with the rules. Members gave examples of where the current MLTS requirements would be helpful. For example, in a building with multiple floors, without MLTS rules being followed, first responders do not have the specific location of the caller. A second example, a large business that has multiple locations with a MLTS, but not following the MLTS rules, has a caller from one of its locations, but dispatch is shown only the main MLTS location which may be at another street address or city.

A discussion was held on the speculated concerns of square footage, the costs of bringing MLTS users into compliance, federal laws, technology improvements and the availability of third party applications, and moving the liability to the vendor. The continued safety of the people in Michigan was reiterated as the main concern.

A **MOTION** was made by Lt. Col. W. Thomas Sands, with support by Mr. James Loeper, to approve the proposed letter to Representative Hoitenga as presented. After discussion, the **MOTION** carried with Ms. Jennifer Greenburg voting no and Ms. Wendy Thelen abstaining from the vote.

VIII. Policy Subcommittee

No Report

IX. State 911 Administrator's Report

The revenue continues to see increases and the State 911 Administrative Office continues to address compliance with the postpaid and retailers.

The automation project has a request for purchase (RFP) posted for bid and it will close on March 20, 2019. The automation will provide a web based product that the staff and users will be able to more efficiently submit, collect, track, respond and review records for a number of processes. The proposals are expected to be reviewed on April 3, 2019.

Two counties that are currently not participating in the GIS Repository, Hillsdale County and Cass County, are actively considering participation.

The federal grant is due April 2, 2019. With approximately 3.9 million dollars available to Michigan, the grant could assist with CPE, connectivity, and the GIS repository updates and address points.

An acknowledgement of appreciation was given to the State 911 Office staff. Ms. Stephens, has worked on unique issues that have presented themselves during several recent compliance reviews, Ms. Hart followed up with the PSAPs during the dispatcher training fund application process to ensure the opportunity to file, and Ms. Homant has been working to make the forum great. Ms. Cindy Homant was also named the Michigan State Police Civilian of the Year.

X. Old Business

A. Statewide Communications Interoperability Plan (SCIP)
Addressed in the Emerging Technology Subcommittee in section C.

B. MCDA Letter- Added to the Agenda
The SNC was originally presented with a letter from the MCDA at the September 2018, meeting for the issues of migration and conversion. The workgroup that was established to address the issue, were also able to contribute towards the ETS's construction of the Deployment Suggested Guide List. The Chair, Mr. Jeff Troyer, indicated that a final meeting to conclude the workgroup would be held. Written correspondence will be issued to formalize the completion of the process.

XI. New Business

A. Resolution for Public Safety Telecommunicators Week - April 14-20, 2019
The proposed Resolution for Public Safety Telecommunicators Week from the State 911 Committee (SNC) was presented.

A **MOTION** was made by Chief Mark Barnes, with support by Mr. James Loeper, to approve the Resolution as presented. With no discussion, the **MOTION** carried.

XII. Member Comment – added to the Agenda

Chair, Mr. Jeff Troyer, indicated that Mr. James Loeper has announced the March meeting would be his last meeting on the SNC. Mr. Loeper was congratulated and thanked for his service to the 911 Community as he looked to do the best for the citizens of Michigan. Mr. Loeper was presented a plaque which read, "Presented to James Loeper - In recognition of your contributions and committed service to Michigan 911 – State 911 Committee, March 2019".

XIII. Public Comment

None

XIV. Next Meeting

Michigan State Police Headquarters, Wednesday, June 12, 2019, at 10:00 a.m. The State 911 Committee members were also asked to arrive at 9:30 a.m. for the annual State 911 Committee photograph.

XV. Adjourn

A MOTION was made by Mr. James Loeper, with support of Ms. Jordyn Sellek, to adjourn the meeting. The meeting adjourned at 11:18 a.m.