



GRETCHEN WHITMER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

JEFF TROYER
CHAIR

State 911 Committee Meeting
Wednesday, June 10, 2020
Virtual Meeting
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. April Heinze, Vice Chair	Senate Appointee, Public Member
Chief Mark Barnes	Michigan Association of Fire Chiefs
Mr. Scott Temple	Governor's Appointee, Public Member
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. Rich Feole	Association of Public Safety Communication Officials
Ms. Jeanette Doll	Michigan Department of Licensing & Regulatory Affairs
Ms. Stephanie Lehman	National Emergency Number Association
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Mr. Gary Johnson	UP Emergency Medical Services Corporation
Mr. Ken Mitchell	Michigan Association of Counties
Ms. Jordyn Sellek	Michigan Communication Directors Association
Inspector James Wolf	Michigan State Police
Ms. Wendy Thelen	Michigan Public Service Commission
Non-Voting Members Present	Representing
Ms. Joni Harvey	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. Stacie Hansel	State 911 Administrative Office
Mr. Joel King	Office of the Attorney General
Voting Members Absent	Representing
Mr. Mark Docherty	Michigan Professional Firefighters Union
Sgt. Matthew Miller	Deputy Sheriff's Association
Mr. Michael Sauger	Michigan Fraternal Order of Police
Sgt. Frank Williams	Michigan State Police Troopers 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 a.m., roll call was taken, and a quorum was present.

II. Approval of Minutes

A **MOTION** was made by Ms. Jordyn Sellek, with support by Mr. Ken Mitchell, to approve the meeting minutes of March 11 and April 29, 2020.

Ms. Wendy Thelen asked for a couple changes to the minutes. The minutes of March 11, page 2, section IV (B) should be changed from MSPC to MPSC.

The minutes of April 29, page 3, section IV (B), paragraph two, the first sentence should be changed from "...the Michigan Public Service Commission (MPSC) has a taskforce that works with..." to "...the Michigan Public Service Commission (MPSC) is a member of a taskforce that works with..."

With no further discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

After a unanimous vote and with the proposed changes to be made, the **MOTION** carried.

III. Correspondence

All committee and subcommittee members are required to receive and acknowledge two statutes on an annual basis. As SNC members are not currently able to sign receipt of the acts, a verbal acknowledgement will be sufficient. A roll call was taken to acknowledge receipt of Act 317 of 1968 and Act 196 of 1973:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		

Voting Member	Yes	No	Abstain
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

IV. Certification Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by Mr. Rich Feole, with support by Chief Dale Greenleaf, to accept the February 13, 2020, meeting minutes as presented. With no discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

After a unanimous vote, the **MOTION** carried.

B. Compliance Review Reports

All reports will be presented with one vote to accept all. If a committee member would like to withdraw any of the reports, they may do so during their vote.

Tuscola and Ottawa counties are the first reviews to only report on phase one, which is the financial and training fund documentation requirements. The interview questions and operational section are the only portions not completed at this time. The subcommittee requests the reviews be approved with phase one, and an addendum will be added at a later date when phase two is completed.

1. Presque Isle County

A site review was conducted on February 25.

Recommendations: Improve security and cooling for the equipment room, implement a structured communications training officer program, create a staffing and succession plan, and possibly add a lead dispatcher or assistant coordinator position.

Requirements: None.

2. St. Clair County

There are two PSAPs within the county: St. Clair County Central Dispatch and Clay Township Police Department. The site review was conducted on March 3.

Recommendations: The recommendations were the same for both PSAPs. Establish an updated St. Clair County 911 plan to reflect the way the county is operating with two PSAPs.

Requirements: None.

3. St. Joseph County

A site review was conducted on March 10.

Recommendations: None.

Requirements: None.

4. Tuscola County (Phase I)

The team for the site review has not yet been determined. For phase one, review of financial documents, there were no findings or recommendations.

5. Ottawa County (Phase I)

The team for the site review has not yet been determined. For phase one, review of financial documents, there were no findings or recommendations.

A **MOTION** was made by Mr. Rich Feole, with support by Mr. Gary Johnson, to accept the compliance review reports for Presque Isle County, St. Clair County, St. Joseph County, Tuscola County phase one, and Ottawa County phase one. With no discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

After a unanimous vote, the **MOTION** carried.

C. Policy for Compliance Review Updates to Include COOP

“Compliance review process during state of emergency – Final Report” was added to the policy, starting on page 5. The term “State of Emergency” was used, instead of COVID-19 specifically, in order to cover any general emergencies preventing travel and site visits. This additional section is the only change to the policy.

A **MOTION** was made by Ms. April Heinze, with support by Ms. Stephanie Lehman, to accept the draft revisions to the compliance review policy, as presented. With no discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

After a unanimous vote, the **MOTION** carried.

D. Subcommittee Updates

The next counties randomly selected for compliance review are Washtenaw and Cheboygan, which will include CCE. The due date for financial and training fund documentation is mid-July.

Mr. Feole thanked Ms. Stephens for her assistance in moving the reviews forward. He also thanked Mr. Troyer and the SNC for allowing the subcommittee to conduct reviews in this new manner.

V. **Dispatcher Training Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by Chief Mark Barnes, with support by Sheriff Richard Behnke, to approve the May 20, 2020, meeting minutes as presented. With no discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Mr. Jeff Troyer, Chair	X		
Ms. April Heinze, Vice Chair	X		
Chief Mark Barnes	X		
Mr. Scott Temple	X		
Sheriff Richard Behnke	X		
Mr. Steven Berenbaum	X		
Mr. Dale Berry	X		
Mr. Rich Feole	X		
Ms. Jeanette Doll	X		
Ms. Stephanie Lehman	X		
Ms. Jennifer Greenburg	X		
Chief Dale Greenleaf	X		

Voting Member	Yes	No	Abstain
Mr. Gary Johnson	X		
Mr. Ken Mitchell	X		
Ms. Jordyn Sellek	X		
Inspector James Wolf	X		
Ms. Wendy Thelen	X		

After a unanimous vote, the **MOTION** carried.

B. Subcommittee Updates

The subcommittee met on May 20 to discuss requests from training providers to conduct virtual training. Current stay home orders have prohibited PSAP staff from attending training, which in turn affects their designation. Any current SNC-approved course already approved for classroom format is now allowed to be held virtually if they meet specific requirements outlined in the memo which is included in the meeting packet. A copy of the memo was sent to all training providers.

A webinar was conducted for training providers on how to submit for approval of courses through the MiSNAP portal. The review committee of the NTS can then vote through the portal to approve or deny.

To date, there have been 56 training courses approved and/or renewed, and one denial.

Mr. Troyer thanked the subcommittee for their commitment to adapting to the virtual environment.

VI. Emerging Technology Subcommittee

A. Subcommittee Updates

- The June meeting was cancelled.
- After rescheduling the Tech Forum to September, the subcommittee is looking at cancelling the event. Ms. Homant spoke with Great Wolf Lodge, and due to COVID-19, there are currently no cancellation fees or penalties. Two presenters are not allowed to travel and have cancelled, as well as one of the sponsoring vendors.

Great Wolf Lodge also stated they have fall dates available next year. The plan was to hold the event in the spring this year, and then move the date to the fall in the following years to avoid scheduling conflicts with other annual conferences normally held in the spring.

A special meeting of the ETS will be scheduled to discuss options in further detail.

- There is one vacancy on the subcommittee.
- There have been some complaints with regards to Noonlight, which Ms. Heinze has taken to NENA. Ms. Heinze stated they have met with Noonlight, as well as bandwidth who is the service provider for apps like Noonlight. NENA is working on a document to assist providers to make sure they are doing things appropriately in an i3 environment. There are many app providers doing things differently, putting things in fields there should not be entries in, and providing new data not typically seen. NENA is going to be working on a longer term solution. Noonlight heard concerns and took those back. As far as NENA knows, the issues have been resolved.

VII. Legislative Action Subcommittee

A. Subcommittee Updates

- The June meeting was cancelled.
- The sunset legislation is on pause. The legislature will be out for the summer, will come back briefly in September and October, then gone again until after Thanksgiving. This year will be a little different in terms of educating the legislators before asking whatever LAS deems appropriate for the 911 act.
- There are four vacancies on the LAS currently. When originally posted, five responses were submitted. This will be discussed when the subcommittee meets next in person.

VIII. State 911 Administrator's Report

The full report was included in the meeting packet.

FirstNet/MiPSB

Ms. Harvey gave a FirstNet and AT&T update on network development, new site builds, band 14 capable additions, LTE capacity additions, and site hardening.

Automation Project

Phase one of the project went live April 2. Ms. Hart and Ms. Stephens conducted webinars for training providers and PSAP directors. The webinars and training manuals will be posted in MiSNAP once the resource section has been created.

Ms. Homant has been working with the vendor on phase two, the surcharge portion. The annual 200 form will be incorporated in this phase while the 301 and 500 forms will be incorporated in phase three.

Next Generation 911 Grant

Round one of the new purchase CPE was approved in December and was approved at five percent local match. In February, round two was approved at 10 percent local match. Last week, the TAC approved the end of life grant portion, and due to the amount of funding left in the CPE portion, the TAC decided to change the local match from 10 to five percent. The TAC put out a call for letters of interest for the address point gap fill portion, which were due May 15.

Mr. Troyer asked about the funds pending an agreement being signed with an IP-based 911 provider by September 21, 2020. He asked whose requirement is the agreement to be in place by that date. Mr. Temple stated it is part of the federal requirement, and the extension of the date was set by the TAC. Mr. Troyer asked what date the conversion and CPE is to be completed.

Ms. Stephens stated the deadline from the federal grant is March 31, 2022. The TAC gave PSAPs until December 31, 2021, to give enough time for deployment and site visits.

Mr. Troyer asked how much the five percent match accounts for. If everyone has an IP agreement in place by September 1, and with everyone getting the five percent local match, there would be \$37,480.86 left over in this portion of the grant. If the IP agreements are not in place, there will be \$285,886.05.

Text to 911

There are 71 counties and one service district fully deployed, and 11 counties and three service districts in the process.

Activity of the State 911 Office

The State 911 Office is one office effected by the temporary layoff through July 27. Each staff member will be on layoff one day per week. Everyone is still working remotely until further notice.

The office worked with the MPSC to extend the deadline for the SNC-301 form until June 15. Any questions on the SNC portion, please contact Ms. Stephens; for questions on section 12, please contact Ms. Wendy Thelen.

IX. Old Business

Emergency Telecommunicator Designation Requirements Update

The deadline is set to expire July 27. The SNC is working with Mr. Joel King and the MPSC to get an extension. This would be 120 days from the initial request, not from today.

Ms. Thelen stated Executive Order 2020-61 provided an additional 60 days after the emergency declaration ends. The latest declaration went until June 19, which would make the deadline August 18.

Mr. Troyer stated the SNC would have Mr. King review the executive orders for conflicts between the dates, and get clarification for a set deadline. Ms. Harvey will follow up with the SNC after Mr. King's review.

X. New Business

None.

XI. Public Comment

Sheriff Richard Behnke stated Cass County completed the full conversion to PFN.

XII. Next Meeting

Wednesday, September 9, 2020, at 10 a.m.
MSP HQ (subject to change)

XIII. Adjourn

The meeting adjourned at 11:23 a.m.