

STATE 911 COMMITTEE
Certification Subcommittee

May 30, 2013
Meeting Minutes

A. Roll Call

The meeting was called to order by Chair Rich Feole. Roll call was taken and a quorum was present.

Voting Members Present:

Mr. Rich Feole, Chair
Mr. Greg Clark
Ms. Yvette Collins
Mr. Gary Johnson
Mr. James Loeper
Mr. Vic Martin
Mr. Mel Maier
Mr. Tim Smith
Mr. Barry Nelson

Representing:

Calhoun County Consolidated Dispatch Auth.
Charlevoix-Cheboygan-Emmet Counties (CCE)
AT&T
Marquette County Central Dispatch
SNC/ Gogebic County
Lapeer County Central Dispatch
Oakland County Sheriff's Department
Ottawa County 911
Saginaw County 911 Communications Center
Authority

Non-Voting Members Present:

Ms. Harriet Miller-Brown
Ms. Amanda Kennedy
Ms. Stacie Hansel

Representing:

Michigan State Police
Michigan State Police
Michigan State Police

Absent

Sheriff Dale Gribler
Mr. David Piasecki

SNC/ Van Buren County Sheriff's Office
AT&T

B. Meeting Minutes Approval

A **MOTION** was made by Mr. Vic Martin to accept and approve the meeting minutes of March 5, 2013. Supported by Mr. Barry Nelson, the **MOTION** carried.

Mr. Feole asked for any discussion or additions to the agenda. A **MOTION** was made by Mr. James Loeper to accept the agenda as presented. Supported by Ms. Yvette Collins, the **MOTION** carried.

C. Introduction of Ms. Amanda Kennedy

Ms. Miller-Brown welcomed Ms. Amanda Kennedy, who comes to the State 911 Office with over seven years of 911 experience. Ms. Kennedy discussed her degree in Criminal Justice and work experience as a dispatcher at Kent County for the past seven years.

D. Old Business

1. Update on Otsego County Review

Ms. Kennedy completed a draft report and sent to the review team. Members of the review team will be staying after this meeting to discuss completing the Otsego review. Ms. Miller-Brown suggested to Ms. Kennedy that a follow-up onsite visit be conducted with a few members of the team. The team will discuss who will accompany Ms. Kennedy and when. There was no PSAP self-questionnaire, pre-review sheet in the documents for the MSP side of the room, which Ms. Miller-Brown forwarded to Ms. Pam Matelski to complete. Mr. Barry Nelson will supply Ms. Kennedy with his original notes, which were not found in the file.

Ms. Collins asked what would be done at the follow-up review. Ms. Miller-Brown stated the team will take questions that may have been on the questionnaires, things that are not answered, are not matching the notes, or where there are gaps in the report.

2. Update on Huron County Review

Ms. Kennedy has received the compliance review forms, but still waiting on the training documents, which she has spoken to Ms. Theresa Hart about. Ms. Kennedy asked who was on the Huron review team: Mr. Barry Nelson, Mr. Mel Maier, Mr. Vic Martin, Mr. Steve Leese, who is no longer on the subcommittee, Ms. Miller-Brown, and Ms. Kennedy. The team chose a review date of June 27 at 9 a.m. Ms. Kennedy will confirm the date with Huron County. Due to scheduling conflicts, Mr. Feole will take the place of Mr. Maier on the review team.

3. Update of Baraga Review

Mr. Loeper has received some documents from Mr. Bob Larson, coordinator of Baraga County, and Mr. Loeper will meet with him next week to review those documents, making sure what the review team needs to see is included. Mr. Loeper suggested setting a date for the Baraga County review to give Mr. Larson a deadline for turning in his remaining documents. June 21 will be the deadline for the county to have their financials in to Ms. Kennedy.

4. Schoolcraft Review

Ms. Kennedy e-mailed the county the request and sent the paperwork. Since Schoolcraft and Baraga are dispatched the same, the reviews will be done at the same time. Mr. Loeper originally removed himself from the Baraga review team so he could assist Baraga in gathering their information. He asked if he should do the same with Schoolcraft. Ms. Miller-Brown stated she did not see an issue with him being on the review team for Schoolcraft as it is a review of their county numbers and their PSAP. In helping to gather information, Mr. Loeper is not creating documents, only assisting with compiling what the review team is looking for.

Ms. Miller-Brown stated Baraga County does not have much to review financially, except the use of their state 911 fees. Schoolcraft County will be the same except they have a local 911 fee. The team should have all the documentation in advance. Baraga County did not want to have a technical or operational surcharge and instead used the fund balance from their CMRS receipts in lieu of the surcharge. They contract with AT&T, Baraga-Tel, and U.P.-Tel at the tariff rate for their service. They also have a contract with Negaunee Regional for dispatching and local coordinator. Those should be the only expenses along with their fund balance.

The review team will be: Mr. Loeper, Mr. Nelson, Mr. Johnson, Mr. Clark, Mr. Maier, and Ms. Kennedy, with Mr. Smith as an alternate. Ms. Kennedy will research and find a hotel for the team. The team decided a review date of August 7, 2013. Ms. Miller-Brown suggested having Baraga bring their documentation to Negaunee so the review team does not need to go to Baraga County.

E. New Business

The subcommittee received a copy of a letter from the U.P. 911 Authority. Mr. Loeper discussed. The request was asking if 911 surcharge funds could be used to purchase address signs, which is being sought by rural areas and first responders. Mr. Loeper gave a copy of a picture for an example depicting a mailbox on one road, but the actual house is approximately half mile away. These are challenges in the rural areas. Using landlines or Phase Two to locate are not options as not many people have landlines anymore and Phase Two in the area does not work.

Mr. Johnson stated street signs are the responsibility of the road commission. The U.P. Authority is requesting fire numbers and a numbering system on snowmobile and ATV trails to help responders find individuals in need. When individuals cannot give a location, it directly impacts delivery of 911.

Mr. Martin stated he has similar areas in his county also that are private roads, which Mr. Loeper stated he is referring only to county roads. Mr. Clark asked if there was an approximate budget they think each county would spend on signs. Mr. Loeper started figuring amounts a few years ago, and then it was approximately \$78,000 for his county.

Ms. Miller-Brown stated the only thing the subcommittee can do is make recommendations to the SNC to change the allowable list. If the SNC chooses to change the list, it must give the legislature 90-day notice. The issue being discussed would be a change to that list. If the Certification Subcommittee denies the request, an appeal would need to be brought to the full SNC. The current list says, under disallowable, "...road signs and addressing implements." Mr. Loeper suggested the subcommittee vote and if denied, the Authority gave him the power, on their behalf, to request an appeal to the full SNC. Mr. Maier stated he believes the subcommittee has an obligation to make a recommendation to the SNC.

A **MOTION** was made by Mr. Jim Loeper that the subcommittee would recommend to the State 911 Committee to allow addressing signage for rural areas and signage for state authorized motorized vehicle trails, as ATV and snowmobile trails that would have to be state recognized trails, not private trails. The addressing signs would be on only county roads in rural areas, not private. With support by Mr. Gary Johnson, a roll call vote was taken.

| Name | Yes | No | Abstain |
|--------------------|----------|----------|----------|
| Mr. Rich Feole | | x | |
| Mr. Greg Clark | x | | |
| Ms. Yvette Collins | | x | |
| Mr. Gary Johnson | x | | |
| Mr. James Loeper | x | | |
| Mr. Vic Martin | | x | |
| Mr. Mel Maier | | x | |
| Mr. Tim Smith | x | | |
| Mr. Barry Nelson | | x | |
| Total | 4 | 5 | 0 |

Mr. Feole stated there is an appeal process that can now be taken to the SNC and he was presented with the appeal request. Mr. Feole stated the SNC may see things differently and changes can be made.

It was suggested working with the DNR to look at grant opportunities for trails, which Mr. Loeper stated, even with a partner, the 911 funds could still not be used. It comes to local government and private donations, which does not solve the problem of the houses.

F. Public Comment

None.

G. Next Meeting

August 22, 2013
10 a.m.
MSP-HQ

H. Adjourn

A **MOTION** was made by Mr. Jim Loeper to adjourn the meeting. Supported by Mr. Nelson, the **MOTION** carried and the meeting adjourned.