

STATE 911 COMMITTEE
911 Training Subcommittee Meeting
February 26, 2020
Meeting Minutes

A. Call to Order / Roll Call

The meeting was called to order by Mr. Jeff Troyer, acting chair, at 10:03 a.m. Roll call was taken, and a quorum was present.

Voting Members Present:

Lt. David Aungst
Ms. Cherie Bartram
Chief Mark Barnes
Ms. Christine Collom
Ms. Melissa Harris
Mr. Sam Kalef
Mr. Brian McEachern
Ms. Jennifer Robertson
Ms. Tammy Smith
Ms. Amy Thomas
Mr. Jeff Troyer
Ms. Kimberly Grafton

Representing:

Lenawee County Sheriff's Office
SERESA
Oshtemo Township Fire Department, SNC Member
Clinton County Central Dispatch
Ingham County 911 Central Dispatch Center
Troy Police Department
Negaunee Regional Communications Center
Farmington Hills Police Department
Ottawa County Central Dispatch
Montcalm County Central Dispatch
Kalamazoo County Consolidated Dispatch Authority
Calhoun County Consolidated Dispatch Authority

Voting Members Absent:

Mr. Marc Gramlich (Chair)

Representing:

OnStar

Non-Voting Members Present:

Ms. Theresa Hart
Ms. Joni Harvey
Ms. Lyndsay Stephens

Representing:

State 911 Office
State 911 Office
State 911 Office

B. Meeting Minutes Approval – February 19, 2020

A **MOTION** was made by Mr. Brian McEachern, with support by Lt. David Aungst, to accept the meeting minutes of February 19, 2020, as presented. With no discussion, the **MOTION** carried.

C. Old Business

Nothing to report.

D. New Business

2020 Dispatcher Training Fund Application Denial Appeals

1. Detroit Police Department

There was a clerical error made, which resulted in a number adjustment needed. After the formulas were checked, the miscalculation would adjust the number from 147, which was originally approved, to 148.

A **MOTION** was made by Ms. Cherie Bartram, with support by Chief Mark Barnes, to approve Detroit Police Department FTE count from 147 to 148. With no discussion, the **MOTION** carried.

2. Romulus Police Department – 10:15 a.m.

The police department submitted a letter explaining why their application was late, along with why it only had two signatures instead of the required three. They also explained a couple of items they have upcoming this year, including the rolling out of Emergency Medical Dispatch (EMD). Sergeant Roger Salwa met with Ms. Hart to make sure everything on their training fund application was correct before resubmitting.

Captain Joshua Monte and Sergeant Roger Salwa from Romulus Police Department joined the call and stated they are currently in a state of transition. The police chief had a heart issue in June, and the chief financial director and assistant financial director have left. The director resigned December 31, 2019. The beginning of February, the training fund application was

brought to the Captain's attention, which he had staff work on and submit as soon as possible. Changes have been made on who is doing the reporting and how that is being handled in the future.

Sergeant Salwa stated they accept responsibility. If it was brought to their attention earlier, they could have helped with getting signatures. They are currently rebuilding the dispatch center and getting everyone trained with EMD. Procedures are being put in place to prevent this from happening in the future.

Mr. McEachern stated they did get the spreadsheet and documents updated and cleaned up before resubmitting for the appeal process. He reminded the subcommittee that Ms. Hart does send out several reminders and post cards to prevent this from happening, going so far as to change the color of the paper in order to draw attention to the notice.

Mr. Troyer explained the process moving forward is not dependent on the training committee's decision; they would have another chance for appeal at the full State 911 Committee meeting.

A **MOTION** was made by Mr. Brian McEachern, with support by Ms. Cherie Bartram, to approve Romulus Police Department's appeal for 5 FTEs. A roll call vote was taken.

Voting Member	Yes	No	Abstain
Lt. David Aungst		X	
Ms. Cherie Bartram	X		
Chief Mark Barnes	X		
Ms. Christine Collom	X		
Ms. Melissa Harris	X		
Mr. Sam Kalef	X		
Mr. Brian McEachern	X		
Ms. Jennifer Robertson	X		
Ms. Tammy Smith	X		
Ms. Amy Thomas	X		
Mr. Jeff Troyer	X		
Ms. Kimberly Grafton	X		

With 11 yes and 1 no, the **MOTION** carried.

A **MOTION** was made by Ms. Jennifer Robinson, with support by Mr. Brian McEachern, to approve the 2020 dispatcher training fund full time equivalent (FTE) total of 1,963. With no discussion, the **MOTION** carried.

E. Public Comment

Nothing to report.

F. Next Meeting

May 20, 2020, at 1 p.m.

APCO/NENA joint conference – Kalamazoo Radisson Hotel, Fields Room.

G. Adjourn

The meeting was adjourned at 10:36 a.m.