

**STATE 911 COMMITTEE**  
**911 Training Subcommittee**  
 December 15, 2021  
 Meeting Minutes

<b>Voting Members Present</b>	<b>Representing</b>
Chief Mark Barnes	Oshtemo Township Fire Department
Lt. David Aungst	Lenawee County Sheriff's Office
Mr. Jeff Troyer	Kalamazoo County Consolidated Dispatch
Ms. Christine Collom	Clinton County Central Dispatch
Mr. Sam Kalef	Troy Police Department
Ms. Melissa Harris	Ingham County 911 Central Dispatch
Ms. Jennifer Robertson	Farmington Hills Police Department
Ms. Stephanie Lehman	Barry County Central Dispatch
<b>Non-Voting Members Present</b>	<b>Representing</b>
Ms. Theresa Hart	State 911 Office
Ms. Stacie Hansel	State 911 Office
<b>Voting Members Absent</b>	<b>Representing</b>
Mr. Brian McEachern	Negaunee Regional Comm Center
Ms. Tammy Smith	Ottawa County Central Dispatch
Ms. Amy Thomas	Montcalm County Central Dispatch
Ms. Kimberly Grafton	Calhoun County Consolidated Dispatch
Ms. Elizabeth Bagos	Macomb County Sheriff's Office
Ms. Marlana Terrian	Clare County Central Dispatch

**A. Call to Order**

The meeting was called to order at 3:25 p.m.

**B. Roll Call**

Roll call was taken, and a quorum was present.

**C. New Business**

Expiration of Approved Training Course

Det. Aaron Smith from Battle Creek Police Department was present to discuss an expired course he taught. In 2019, after learning about MiSNAP and training funds available, Detective Smith's partner submitted the course in MiSNAP for approval. The Covid pandemic hit, and they did no online training during that time. When the course was up for renewal, there was a process to submit for access to MiSNAP, and Detective Smith thought the submittal of that form was to renew the course. He entered all the information to set up a MiLogin account and thought that was the renewal of the course.

A few weeks ago, Detective Smith was contacted by Oakland County to teach the course. Upon completion, he was contacted by a few different individuals stating the course was expired. Detective Smith contacted Ms. Hart and realized he had submitted for access to the portal and not a renewal of the course. This is the only course he has in MiSNAP and the first time trying to renew.

Ms. Kat Reynolds stated the course was very well received at the Dispatch Academy. It ran with 45 students from 16 different agencies. She tries to bring new topics to the Academy, and the reviews received for this course were excellent.

Discussion of the subcommittee followed.

In the past, this issue has come before the subcommittee at least twice. One was granted, and the other was denied, requiring the training provider to reimburse the PSAPs for costs incurred.

A subcommittee member asked for an exemption this one time only and to allow the class to retain the SNC approval number. There was a suggestion to put a date in place stating beginning 2022, the subcommittee will no longer allow exemptions of any kind.

Other members stated expiration dates have a purpose. The subcommittee has a policy in place and if it is consistently disregarded, approving courses and expiration dates have no purpose. It is the PSAPs responsibility to review the course content, make sure the instructor is approved to teach the course, and to make sure the course has not expired. There has been much education on this, not only from this subcommittee, but from different associations as well.

One of the biggest missions of the subcommittee is to support the PSAPs, but there are expectations rules are being followed. There needs to be a process within the PSAPs before registering staff for training.

Staff who attended can still claim eight hours of internal training, so they will not lose the hours; however, the funds will need to come from a different source.

The review team spends many hours reviewing course content and instructors. There have been 254 requests for training course approval, and 343 instructors.

A **MOTION** was made by Mr. Sam Kalef to allow Rally Point Defense an exemption of their expired SNC number for the course The Right of Bang held at OCC under the SNC approval number to allow those who attended the class to receive continuing education hours and department funding to be used.

With no support, the **MOTION** failed.

A **MOTION** was made by Chief Mark Barnes, with support by Mr. Jeff Troyer, that the request be respectfully denied. With no further discussion, a roll call vote was taken:

Member	Yes	No	Abstain
Chief Mark Barnes	X		
Lt. David Aungst	X		
Mr. Jeff Troyer	X		
Ms. Christine Collom	X		
Mr. Sam Kalef		X	
Ms. Melissa Harris	X		
Ms. Jennifer Robertson	X		
Ms. Stephanie Lehman	X		

With a vote of seven to one, the **MOTION** carried.

The subcommittee thanked Detective Smith for attending.

**D. Adjourn**

The meeting adjourned at 3:50 p.m.