



GRETCHEN WHITMER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

JEFF TROYER
CHAIR

State 911 Committee Meeting
December 13, 2023
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. Jordyn Sellek, Vice Chair	Michigan Communication Directors Association
Ms. April Heinze	Senate Appointee, Public Member
Chief Adam Carroll	Michigan Association of Fire Chiefs
Mr. Tim McKee	Governor's Appointee, Public Member
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. Kevin Wilkinson	Michigan Association of Ambulance Services
Ms. Lisa Hall	Assoc. of Public Safety Communications Officials
Mr. Matt Weil	Michigan Professional Firefighters Union
Ms. Jeanette Doll	Department of Licensing and Regulatory Affairs
Ms. Stephanie Lehman	National Emergency Number Association
Mr. Gordon Caverly	Telecommunications Association of Michigan
Mr. Bryce Tracy	U.P. 911 Authority
Mr. Ken Mitchell	Michigan Association of Counties
Det. Jonathan Pignataro	Deputy Sheriff's Association
Mr. David Willis	Michigan Fraternal Order of Police
Major Beth Clark	Michigan State Police
Ms. Wendy Thelen	Michigan Public Service Commission
Sgt. Kelly Linebaugh	Michigan State Police Trooper's Association
Non-Voting Members Present	Representing
Ms. Joni Harvey	State 911 Administrative Office
Ms. Lyndsay Keith	State 911 Administrative Office
Ms. Cindy Homant	State 911 Administrative Office
Ms. Stacie Hansel	State 911 Administrative Office
Voting Members Absent	Representing
Chief Dale Greenleaf	Michigan Association of Chiefs of Police

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

The State 911 Committee (SNC) meeting was called to order at 10:01 a.m.

II. Roll Call

Roll call was taken, and a quorum was present.

III. Approval of Minutes

A **MOTION** was made by MITCHELL, with support by SELLEK, to approve the State 911 Committee meeting minutes of September 13 and October 6, 2023. With no discussion, the **MOTION** carried.

IV. Correspondence

A letter was received by Boynton Fire Safety Service regarding the creation of a central database for alarm companies to access PSAP contact information and access PSAP GIS boundary layers.

The boundary layers are currently in the 911 GIS repository and PSAP contact information is available through NENA's Enhanced PSAP Registry and Census. The current policy for the repository is to request access through the Emerging Technology Subcommittee. The SNC meeting dates, as well as the process to request repository access, was relayed in response to the letter. No one was present at the SNC meeting to address the Committee during public comment.

V. Chair / Vice-Chair Report

SNC Taskforce Summary

The report is a detailed summary of the findings into the network event as well as recommendations by the taskforce. The report is non-vendor specific as that information is protected from disclosure.

VI. Certification Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by HEINZE, with support by HALL, to approve the Certification Subcommittee meeting minutes for May 23, 2023. With no discussion, the **MOTION** carried.

B. Compliance Review Reports

Kalkaska County

The center is governed by the Sheriff's Office. They are currently housed at a separate location but possibly moving to the Sheriff's Department. They collect a local surcharge of \$2.52. All employees are in compliance with the training standards. Kalkaska is struggling with staffing shortages. There were no significant findings.

Saginaw County

They are a dispatch authority. They collect a local surcharge of \$2.65, as well as a millage of .28 mills to help offset costs of radio projects and other needs. Saginaw is also experiencing staff shortages. The county plan was updated in 2016, listing MMR as a secondary PSAP. All employees are in compliance with the training standards. There were no significant findings.

A **MOTION** was made by TRACY, with support by HEINZE, to approve the Kalkaska and Saginaw counties compliance review reports. With no discussion, the **MOTION** carried.

C. Annual Report Forms

The 301 form is to gather data about sources and uses of 911 funding, call volumes, and other PSAP data. That data is used to compile the required annual reports to the legislature, FCC, and National 911 Office. Changes to the form include more specific radio questions, outbound texts and wireless call information, asking about secondary PSAPs in the area, and the ability to accept video or photos.

The 500 form is used to gather information about local funding. The change to this form includes asking for a copy of the most recent 911 plan and any amendments.

A **MOTION** was made by WILKINSON, with support by MCKEE, to approve the changes to the SNC 500 and 301 forms. With no discussion, the **MOTION** carried.

Subcommittee Updates

The subcommittee welcomed new member Mr. Chris Izworski from Saginaw County.

There are several counties in various stages of the compliance review process including Wayne, Alpena, Chippewa, Mackinac, Luce, and Clinton counties. Marquette and Dickinson counties were randomly selected for review at the last meeting; however, notifications will go out later.

The 2024 meeting dates were approved for February 21, May 21, August 21, and November 20. All meetings will be held at MSP HQ except for the May meeting which will be held in conjunction with the joint APCO NENA conference.

2023 was a challenge for the subcommittee with a lot going on. Ms. Fuller thanked Ms. Keith for everything she does for the subcommittee, and to the staff at the State 911 Office for the support. Mr. Troyer thanked the staff as well for their support while being short staffed.

VII. 911 Training Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by WILKINSON, with support by HALL, to approve the 911 Training Subcommittee meeting minutes for April 18, 2023. With no discussion, the **MOTION** carried.

B. Training Fund Guidelines

There are no changes to the training fund application instructions other than updating dates to the current year for the spenddown and application deadline, which is Friday, January 26 at 4 p.m. Seeking approval to the guidelines to include proposed changes to the internal accounting and expenditure period. The added language is to ensure a smoother process for closing applications to determine invoice amounts for those not applying for training funds and those who have not spent funds from five years ago.

A **MOTION** was made by HEINZE, with support by WILKINSON, to approve the changes to the training fund guidelines. With no discussion, the **MOTION** carried.

C. Training Provider Policy

One enhancement in MiSNAP is regarding the training course renewal process. The current policy does not address the renewal or appeals process. Seeking approval for the updated draft policy.

A **MOTION** was made by TRACY, with support by CARROLL, to approve the training provider policy changes. With no discussion, the **MOTION** carried.

D. Subcommittee Updates

A workgroup was created to review the training rules. A strategic plan for the workgroup was developed as updating the rules will be a long process. The workgroup is meeting monthly and has a goal of one year to complete the draft language.

The review team has approved 259 requests for training course approval and/or renewal and denied 11. The team has also approved 369 instructors and denied 23.

There are currently four delinquent telecommunicators and 67 undesignated. There have been 30 Plans of Action reviewed since September. The review team is working hard to reduce the number of delinquent and undesignated telecommunicators to ensure everyone is meeting the training standards.

The 2024 meeting dates were approved with the next meeting being held on February 7. All meetings will be held at MSP HQ except for the May meeting which will be held in conjunction with the joint APCO NENA conference.

The national 911 program office is in the process of updating the minimum recommended training guidelines. It is important to track what is being recommended at that office for updates being made in Michigan. Ms. Heinze is on that committee and will keep the subcommittee updated.

VIII. Emerging Technology Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by CARROLL, with support by SELLEK, to approve the Emerging Technology Subcommittee meeting minutes from August 14, 2023. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

The Technology Forum venue was changed and will now be held at the Crowne Plaza in Lansing on September 30 through October 2, 2024. A save the date notice will be going out soon. The forum will now be called the 911 Technology Forum.

IX. Legislative Action Subcommittee Report

A. Subcommittee Updates

The legislature adjourned in November so they could move the presidential primary to a late February date. When they come back in January, the House will have a 54-54 democrat/republican tie due to two mayoral elections in November. There is a special election slated for April. The budget needs to be in place by July 1.

X. State 911 Administrator's Report

A copy of the full report was included in the meeting packet. Highlights included:

- Revenue is keeping steady at \$10.7M.
- MiSNAP enhancements will be deployed December 14 between 8-10 a.m. with several of them specifically for the training fund application. A thank you to all the PSAPs who helped with the testing. An email will be sent to PSAPs this afternoon to open the application period.
- If PSAPs have not uploaded data into the repository, please do so. Location-based and geo-spatial routing are active, so it is important to receive accurate routing information.
- Ms. Harvey presented at the Michigan Traffic Records Coordination Committee to provide insight on how 911 has an impact on traffic safety overall. The goal is for 911 to access grant funds through this committee.
- Consent agreements regarding the SLCGP need to be signed and returned by December 15 to gauge participation in the grant as they are required to have a certain percentage to access the funds. The deadline date has since been removed from their website.
- NENA is working on the national standard for 988 which needs to be completed first to make sure Michigan lines up with the national standard. Once public comments are completed, a second round of public review will begin. MiCAL is contracted to provide services in Michigan. 988 and MiCAL have applied for a grant. A criteria requirement of the grant is working with the State 911 Office and the SNC to create a plan showing how 911 and 988 are working together. Ms. Heinze is participating in a webinar which will highlight Michigan

as the state is ahead of the curve in collaboration between 911 and 988. She thanked Ms. Harvey for her work.

XI. Other Reports

Interoperability Board

The Interoperability Conference will be held February 27-29 at the VanDyke Mortgage Center in Muskegon. Registration is open on MiTRAIN. The draft agenda is posted, and the committee is currently working on submitting the conference for SNC approval.

Emergency Alerts/Warnings

An advanced alert and warning workshop was held in Gaylord on November 14. There is training available to assist with writing effective alert messages. There is a four-hour virtual course as well as a self-paced workshop. Ms. Barcroft will share the website with the training information. The public alerting workgroup will be scheduling the basic alert and warning webinar in the new year. It will be recorded and available afterward.

XII. Old Business

HB4688

A request was made from the Professional Firefighters Union to revisit HB4688. For background, the SNC submitted a letter in opposition of HB4688 in its current form. It was voted out of committee and went to the House floor, but it did not get a vote before they adjourned.

Mr. Matt Sahr, Professional Firefighters Union, stated HB4688 does not force any employer to hire. Rather, it brings the two parties together and allows the conversations to happen. The three mandatory subjects in the Public Employee Relations Act (PERA) are wages, hours, and working conditions. Supporters are asking for an amendment to PERA to allow staffing as part of those negotiations. It only allows the conversations without mandating anything. This is specifically for police and fire. Mr. Sahr is asking for reconsideration of this bill as he believes it was unintentionally misrepresented at the SNC meeting. He would like the SNC to rescind their previous position and submit a neutral position instead.

Ms. Sellek stated the bill, as written, would force going to the table to discuss minimum staffing. Forcing discussions for 911, that cannot fully staff a PSAP, is a difficult conversation. And if agreements are made to the minimum staffing standard and it is not reached, then the PSAP is faced with arbitration. The substitute does not read as if it is only for police and fire. The amendment states, "Including, but not limited to, for employees subject to the 1969 Public Act 312, minimum staffing levels within the unit." The 'but not limited to' opens it up to those outside of 312 agencies. Mr. Sahr stated the reason it came out of committee was due to the substitute language. It is for 312 units, and for staffing, not minimum staffing. Right now, employers have the ability to say what the staffing levels are; there is no negotiation.

Mr. Troyer stated the position the SNC took was based on the interpretation of the bill as it read at the time and members felt the interpretation would include 911 centers, especially those falling into a 312 unit. Mr. Mitchell advised the Michigan Association of Counties are not in support for the same reasons discussed at the last SNC meeting.

H2 of the bill was voted on November 2. H2 is different from what the SNC reviewed in October. Mr. Troyer suggested the Legislative Action Subcommittee schedule a meeting with Mr. Sahr and the Firefighters Union to review H2 and bring recommendations back to the full SNC.

A **MOTION** was made by WEIL, with support by PIGNATARO, to rescind the position the SNC took regarding HB4688 at the October meeting and remain neutral.

SNC discussion: If the spirit and intent was to be inclusive of only two groups, legislation should have been written for those two groups. The way the bill is written, even with the amendment, the language is for minimum staffing, whether that was the intent or not. The SNC opposed as written, which is a position that shows the potential to become neutral if language is written in a different way.

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

Members	Yes	No	Abstain
Mr. Jeff Troyer		X	
Ms. Jordyn Sellek		X	
Ms. April Heinze		X	
Chief Adam Carroll		X	
Mr. Tim McKee		X	
Sheriff Richard Behnke		X	
Mr. Steven Berenbaum		X	
Mr. Kevin Wilkinson		X	
Ms. Lisa Hall		X	
Mr. Matt Weil	X		
Ms. Jeanette Doll		X	
Ms. Stephanie Lehman		X	
Mr. Gordon Caverly		X	
Mr. Bryce Tracy		X	
Mr. Ken Mitchell		X	
Det. Jonathan Pignataro	X		
Mr. David Willis		X	
Major Beth Clark		X	
Ms. Wendy Thelen			X
Sgt. Kelly Linebaugh		X	

The **MOTION** failed.

It was again suggested the Legislative Action Subcommittee meet with the union and stakeholders. The only objection with bringing stakeholders in to discuss the bill was Ms. Sellek who pointed out it is not the SNC's bill. The SNC did not write the bill and it is not on the committee to figure out how the language works for the SNC to show support or be neutral. The SNC voiced opposition and the reasons behind the decision. However, the subcommittee would be the avenue taken if a group came to the SNC and asked for support of proposed legislation.

It was suggested the union consider there are specific points in the bill that impact other groups.

XIII. New Business
Nomination and Election of Officers

Each December, nominations and elections take place for the chair and vice-chair positions. Once the officers are elected, the positions take effect on January 1.

A **MOTION** was made by WILKINSON, with support by HALL, to nominate incumbents. With no other nominations, a **MOTION** was made by LEHMAN, with support by WILKINSON, to close

nominations and cast a unanimous ballot for Ms. Sellek as vice-chair and Mr. Troyer as chair of the State 911 Committee for 2024. With no discussion, the **MOTION** carried.

Proposed 2024 Meeting Dates

The proposed dates maintain the same schedule.

A **MOTION** was made by MCKEE, with support by SELLEK, to approve the SNC meeting dates as March 13, June 12, September 18, and December 11. With no discussion, the **MOTION** carried.

XIV. Comments

Public Comments

There was no public comment.

Member Comments

Merry Christmas and happy holidays to everyone.

Mr. Mitchell thanked everyone involved in this organization, and for the people who take such an in-depth approach to the knowledge and research it takes to keep the process moving forward.

XV. Next Meeting

March 13, 2024

10 a.m.

Michigan State Police HQ

XVI. Adjourn

The meeting adjourned at 11:15 a.m.