



GRETCHEN WHITMER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

JEFF TROYER
CHAIR

State 911 Committee Meeting

March 15, 2023
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. Jordyn Sellek	Michigan Communication Directors Association
Ms. April Heinze	Senate Appointee, Public Member
Ms. Lisa Hall	Assoc. of Public Safety Communications Officials
Ms. Jeanette Doll	Department of Licensing and Regulatory Affairs
Ms. Stephanie Lehman	National Emergency Number Association
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Mr. Bryce Tracy	U.P. 911 Authority
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. Theresa Hart	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 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
Mr. Matthew Sahr	Michigan Professional Firefighters Union
Mr. Scott Stevenson	Telecommunications Association of Michigan
Mr. Ken Mitchell	Michigan Association of Counties

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 Sheriffs 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 a.m.

II. Roll Call

Roll call was taken, and a quorum was present. Member Tim McKee participated in the discussion remotely. Mr. Troyer reminded everyone if calling in, they will still be marked as absent but the minutes will note the member called in. Members attending remotely are able to participate in the discussion, but do not count toward the quorum and cannot vote on items presented to the committee.

Ms. Sellek requested two items be added to the agenda under the Legislative Action Subcommittee report: 911 classification and SB145 and 146.

III. Approval of Minutes

A **MOTION** was made by TRACY, with support by GREENLEAF, to approve the State 911 Committee meeting minutes for December 14, 2022. With no discussion, the **MOTION** carried.

IV. Correspondence

There was no correspondence.

V. Chair / Vice-Chair Report

A. Welcome

Mr. Troyer welcomed new members Mr. Kevin Wilkinson, who represents the Michigan Association of Ambulance Services and Det. Jonathan Pignataro, representing the Deputy Sheriff's Association.

B. FCC Location-based Routing

Included in the packet is a letter drafted by Mr. Troyer and Ms. Sellek in reference to FCC Docket 1864, receiving comments for location-based routing wireless 911 calls. The letter was sent on behalf of the SNC in support of increased location accuracy on wireless call routing.

A workgroup was assigned to review the most recent 911 network events. The group consists of Mr. Troyer, Ms. Thelen, Ms. Sellek, Ms. Coates, and Ms. Harvey. It is the goal to have a report ready to present at the next SNC meeting.

VI. Certification Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by LEHMAN, with support by WILLIS, to approve the Certification Subcommittee meeting minutes from December 7, 2022. With no discussion, the **MOTION** carried.

B. Compliance Review Reports

The Negaunee Regional Communications Center includes multiple counties. There were no findings for Negaunee as a whole. The following are requirements/recommendations for individual counties within the report:

- Baraga County – there is a requirement to pay back expenditures for address signs and installation of those signs. There is also a recommendation they update their bylaws, which they have since completed.
- Gogebic County – While originally not in compliance, they have since updated their 911 Plan and are now in compliance. It is recommended they show interest earned and cease paying for law enforcement cell phones.

- Houghton County – Not in compliance due to an issue in their 911 Plan; however, they are in the process of making the corrections.
- Keweenaw County – There were some issues with a few disallowable expenditures such as law enforcement cell phones in patrol vehicles and purchasing radios for medical examiners. They are aware of the requirement.
- Ontonagon County – An issue with purchasing cell phones for deputies. They understand it is a disallowable expenditure.
- Schoolcraft County – A few issues with disallowable expenditures such as address signs, travel expenses and wages to install signs, wages paid to zoning department, radios paid for road commission, and a copier for the jail. They will be paying those expenses back into the fund.

A **MOTION** was made by SELLEK, with support by HEINZE, to approve the compliance review report for Negaunee Regional Communications Center. With no discussion, the **MOTION** carried.

C. Allowable/Disallowable Expenditure List

The subcommittee has been working to update the list, adding items for clarification from questions they have received regarding allowable or disallowable expenditures.

There is confusion with the wording 'state charge of accounts' regarding the employee recognition. The other concern brought up was needing to verify the added items are not in conflict with the FCC allowable/disallowable list, especially regarding the third party notification systems. It was suggested adding a broad statement to the allowable/disallowable list that says any expenditure conflicting the FCC's list, will become null and void.

The list will be taken back to the subcommittee for further defining, discussion, and research.

D. Subcommittee Updates

The subcommittee welcomed three new members: Mr. Kevin Wilkinson, Mr. Bryce Tracy, and Ms. Jessie Lowell.

Subcommittee members have been working with Wayne County to make sure funds are being received and distributed properly. This is ongoing.

Compliance reviews in progress include Lake, Clare, Manistee, Kalkaska, and Saginaw counties. At the last meeting, the next counties randomly selected for review include Alpena, Clinton, and Chippewa. As Chippewa is a tri-county, Luce and Mackinac counties will be included.

VII. 911 Training Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by LEHMAN, with support by GREENLEAF, to approve the 911 Training Subcommittee meeting minutes for November 16, 2022, and February 8, 2023. With no discussion, the **MOTION** carried.

B. Approval of Telecommunicator Manual

The manual was originally presented to the SNC in December; however, additional review and edits were needed so it went back to the subcommittee. After additional review, the manual is being brought back before the SNC, showing the track changes version.

A **MOTION** was made by TRACY, with support by GREENLEAF, to approve the telecommunicator training manual, as presented. With no discussion, the **MOTION** carried.

Mr. Troyer thanked the subcommittee and Ms. Thelen from the MPSC for their work.

C. Approval of FTE Count

The 2023 applications were reviewed. A total of 1,681 FTEs were approved and 75 denied. Notifications were sent to PSAPs that were denied or had their FTE count reduced. The denials were due to either failure to meet spend down requirements or late submissions of the application.

On March 6, the subcommittee met to hear five appeals and make FTE adjustments to one agency. Four appeals were due to late submission and all appeals were granted. One appeal was due to lack of spend down and the appeal was upheld. The subcommittee approved 1,716 FTEs from 111 PSAPs to receive 2023 training funds. There were 40 FTEs denied and a total of 117 PSAPs applied. For comparison, in 2022 there were 1,742 FTEs approved from 108 PSAPs.

A **MOTION** was made by LEHMAN, with support by WILLIS, to approve the 2023 training fund distribution for 1,716 FTEs. With no discussion, the **MOTION** carried.

D. Subcommittee Updates

The date of the May meeting has been rescheduled to April 18 to be held in conjunction with the Michigan APCO NENA conference in Kalamazoo.

A request for a blanket instructor approval for COMU was brought to the subcommittee. The subcommittee explained the process for course and instructor approval.

The subcommittee welcomed new member Mr. Jason Torrey.

Year-to-date, the review team has approved 86 requests for training course approval and denied two. There have been 77 instructors approved and three denied.

To make the subcommittee aware, Ms. Heinze stated the 911 program office at the national level recently brought up the topic of updating and revising the national recommended training guide. The subcommittee has created a workgroup to begin reviewing the state-level guide.

VIII. **Emerging Technology Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by HEINZE, with support by LEHMAN, to approve the Emerging Technology Subcommittee meeting minutes for November 7, 2022. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

A workgroup was created to update the State 911 Plan.

The Emerging Technology Forum call for papers has been sent out with a deadline of April 14. The forum is scheduled for September 18-20 in Muskegon.

The next meeting is scheduled for May 15 in Macomb County.

IX. Legislative Action Subcommittee Report

A. Subcommittee Updates

The subcommittee met prior to SNC to discuss 911 classification and SB145 and 146. Copies of the bills and a draft resolution were handed out.

B. 911 Classification

In light of the upcoming National Telecommunicators Week, as well as discussions which have been happening at both the state and federal level, the subcommittee is recommending SNC send a letter to the Michigan Senate requesting they pass the draft resolution recognizing telecommunications professionals as first responders.

The subcommittee is also recommending the SNC send a letter to the congressional delegation requesting when the 911 SAVES Act gets reintroduced, they support it and pass it. The subcommittee is in support of changing the federal classification for 911 to protected services.

A **MOTION** was made by SELLEK, with support by HEINZE, to approve sending a letter to the senate in support of the draft resolution, requesting they pass it. Also sending a letter to the congressional delegation requesting support of the 911 SAVES Act and classifying under protected services. With no discussion, the **MOTION** carried.

C. SB145 and 146

These bills were just introduced, so there has been no movement. SB145 is very vendor-specific and would take spill from CAD and records management and provide updates to potential crime victims via text or email. The bill also provides funding of \$3.5M to the vendor for two years in a row. SB146 requires it to be used in every department/PSAP.

Being very vendor specific, PSAPs take on whatever the vendor is providing; however, once the state funding goes away it is on the PSAP and/or local LE agencies. The funding in the bill is only for that specific software from the vendor, not covering anything on the PSAP side. There would be many PSAP upgrades needed in order to take this on if it is a requirement. The recommendation from the subcommittee is to oppose SB145 and 146 as written. They are also looking to schedule a meeting with the sponsors of the bill.

A **MOTION** was made by GREENLEAF, with support by WILLIS, the SNC oppose Senate Bills 145 and 146, and request the Legislative Action Subcommittee initiate a discussion with bill sponsors. With no discussion, the **MOTION** carried.

X. State 911 Administrator's Report

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

- 4th quarter revenue is \$10M+.
- Text to 911 remains unchanged from last meeting.
- MiSNAP is up and running for the annual reporting forms. Ms. Keith will be scheduling office hours in April and May for those with questions.
- Pushing to get user request forms for the repository submitted to the office. A status map with who has submitted the forms, who has started the process, and status of uploading data will be posted on the website. The next phase will be exporting data.
- Working on MiSNAP enhancements and prioritizing the list for necessary items.
- Ms. Amanda Girard is the 988 contact for the PSAPs.
- Ms. Harvey and Ms. Homant had a preliminary audit report meeting. The report needs to be developed with the State 911 Office, SNC, and the Department of Treasury by June 30. Treasury will still move forward with the audits that have not been completed.

- Awarded first year funds for the state and local cybersecurity grant program, but the workgroup has not yet decided what the funds will be used for.
- The SNC website now has a health and mental wellness resources tab. Also, there is a link to 911 job openings in the county. If your agency is not listed, please let us know.
- PSAPs need to begin working on their training fund application information in MiSNAP. This is information PSAPs can add throughout the year instead of waiting until the application process opens.
- Ms. Harvey and Ms. Hart are still working with the Department of Education to pilot a 911 certification program in high schools and colleges that will meet the state of Michigan's 911 training standards upon receiving the certification or graduating.

XI. Other Reports

Interoperability Board

- The board has aligned all meetings to be held in the afternoon on the same dates as SNC meetings to allow for cross participation.
- The board will be seeking approval at the next meeting for the Statewide Communications Interoperability Plan, which is a strategic document guiding interoperable communications across Michigan. It also provides goals and measurables to protect and secure the future of interoperability.
- The board is going to approve specialized training for incident tactical dispatchers. This would be for deployment in the field or with specialized teams.
- Recognizing the cooperation between the SNC, DTMB, MPSCS, and EMHSD in the success of the interoperability conference.

Emergency Alerts/Warnings

- A presentation was made during the interoperability conference.
- Working on an intro and advanced alert and warning workshop. The advanced class will be held June 5. Once all details are finalized, registration information will be shared.
- The statewide tornado drill will be held next Wednesday at 1 p.m. It is up to each community how much they want to participate.

XII. Old Business

There was no old business.

XIII. New Business

National Telecommunicators Week

Each year, the SNC issues a press release and passes a resolution in appreciation of National Telecommunicator's Week.

A **MOTION** was made by SELLEK, with support by HALL, to approve the National Telecommunicator's Week press release and resolution. With no discussion, the **MOTION** carried.

XIV. Comments

A. Public Comments

Mr. Jim Jarvis, Cybersecurity and Infrastructure Security Agency, noted April was identified as the National Interoperable Communications month. For the month, they are focused on Practice Your PACE, Primary Alternate Contingent and Emergency Communications.

B. Member Comments

Detective Pignataro thanked Mr. Troyer for the introduction and looks forward to working with everyone.

XV. Next Meeting

June 14, 2023

Group member photo taken at 9:45 a.m., meeting begins at 10 a.m.

Michigan State Police HQ

XVI. Adjourn

The meeting adjourned at 11:17 a.m.