



GRETCHEN WHITMER
GOVERNOR

State of Michigan
STATE 911 COMMITTEE
LANSING

JEFF TROYER
CHAIR

State 911 Committee Meeting
December 11, 2024
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. Jordyn Sellek, Vice Chair	Michigan Communication Directors Association
Chief Adam Carroll	Michigan Association of Fire Chiefs
Mr. Tim McKee	Governor's Appointee, Public Member
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. Dave Plumb	Assoc. of Public Safety Communications Officials
Mr. Ken Barnes	Michigan Professional Firefighters Union
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
Ms. Wendy Thelen	Michigan Public Service Commission
Sgt. Louis Velaga	Michigan State Police Trooper's Association
Non-Voting Members Present	Representing
Ms. Cindy Homant	State 911 Administrative Office
Ms. Lyndsay Keith	State 911 Administrative Office
Ms. Stacie Hansel	State 911 Administrative Office
Voting Members Absent	Representing
Ms. April Heinze	Senate Appointee, Public Member
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Kevin Wilkinson	Michigan Association of Ambulance Services
Ms. Jeanette Doll	Department of Licensing and Regulatory Affairs
Mr. Gordon Caverly	Broadband Association of Michigan
Mr. Ken Mitchell	Michigan Association of Counties
Mr. David Willis	Michigan Fraternal Order of Police
Lt. Col. Ryan Pennell	Michigan State Police

I. Call to Order

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

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.

III. Approval of Minutes

A **MOTION** was made by MCKEE, with support by SELLEK, to approve the meeting minutes for September 18, 2024. With no discussion, the **MOTION** carried.

IV. Correspondence

New members to the committee were acknowledged. Mr. Dave Plumb is representing APCO and Mr. Bryan Kolk will be the representative for MAC beginning with the March meeting.

Correspondence was received from the Beaver Island Association regarding extended outages from their service provider. Mr. Troyer passed the information to Ms. Thelen from the Public Service Commission, who reached out and is in discussions with the association. Part of the outage also affected Bois Blanc Island as the provider services both.

V. Chair / Vice-Chair Report

State 911 Administrator Vacancy

The State 911 Administrator position was reposted and interviews have been scheduled for December 12.

SNC Legislative Matters

Last year, the SNC voted to oppose HB4688, which deals with requiring minimum staffing to be included in collective bargaining agreements for 312 agencies. There was a committee hearing on the bill and Ms. Harvey submitted a card of opposition on behalf of the SNC. Last month, there was word the House was going to vote on this bill and Ms. Sellek requested the State 911 Office (SNO) send an email to the legislature to remind them of the SNC opposition. Going through the MSP liaison has always been the process, so the SNO sent the information to Sgt. Travis Fletcher in Government Relations. The SNC was advised by Sergeant Fletcher that the correspondence was not permitted to be sent to legislators because it is not in line with the Governor's office. The process is not new; however, this is the first time there has been any objection to the position the SNC has taken.

Sergeant Fletcher advised Vice-Chair Sellek and Chair Troyer that even though the SNC is an independent body, the Committee is housed within MSP, and therefore underneath the umbrella of the executive branch. In the past, when working on the rewrite, the SNC did not go through the executive office to make sure they agree with the recommended legislation. This makes it difficult for the SNC to take positions on legislative decisions. In the emails in the meeting packet, an executive order was referenced stating this is how the Governor is able to say SNC cannot take positions not approved by the office. There are questions if that applies to the SNC, and the executive order only refers to proposing legislation, not simply taking a position of an existing bill.

When the SNC does take a position on legislative matters, even if the Governor's office says the committee cannot, the position has already been taken in a public meeting and is included in the minutes. Meeting minutes could include the language we wish to adopt as resolutions, and the meeting minutes can be distributed to the legislature. The SNC would not need to go through the MSP liaison to distribute meeting minutes.

The SNC does have the right to take a position on legislation, the argument is whether the committee can convey it to the legislature as a public body. Mr. Troyer and Ms. Sellek will continue working with Mr. Joel King.

VI. Certification Subcommittee Report

A. Annual Report Forms

One goal of the annual report form is to reduce the number of questions, and only ask what is necessary for the SNO to complete state and federal reports. Changes to the forms include changing the year where mentioned, removing the question regarding text to 911, and adding questions regarding the ability to accept photos and/or videos. Previously, Section VIII listed out the different equipment separately. Now, only asking if there are any changes to the equipment listed in previous years. Also adding questions regarding any new equipment/software/applications that enhance NG911 capabilities.

A **MOTION** was made by PLUMB, with support by LEHMAN, to approve the changes to the SNC 301 and 500 annual report forms. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

- There were requirements associated with the Wayne County compliance review report and the county is working on those. Their draft resolution may be presented at a county meeting in December.
- Everything is almost complete with the Otsego County report, only waiting for some follow-up.
- The Genesee County review, including Fenton Police Department, is underway. The site visit will be scheduled soon.
- Antrim County received notice they were randomly selected for a review; however, the review is on hold until the vacant analyst position in the SNO is filled.
- The next meeting is February 12, 2025.

VII. **911 Training Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by TRACY, with support by GREENLEAF, to approve the Training Subcommittee meeting minutes from August 21, 2024. With no discussion, the **MOTION** carried.

B. Training Manual

The manual is for informational purposes only.

C. Training Fund Guidelines

Due to the issues during the application period last year, enhancements were made in MiSNAP along with changes to the guidelines, instructions, and forms.

D. Training Fund Application Instructions

The instructions include the same information as the guidelines. The enhancements in MiSNAP have been updated in both the guidelines and instructions. There is currently a fix in place for two enhancements. The first, Ms. Keith is not able to enter new employees and grant access. Secondly, training providers receive notice when a course they submitted for approval is denied. The notification was going out to all training providers whether it was a course they submitted or not. Ms. Keith has turned off the notifications, so none will go out until the issue is fixed.

A **MOTION** was made by CARROLL, with support by TRACY, to approve the training fund guidelines and application instruction modifications. With no discussion, the **MOTION** carried.

E. Subcommittee Updates

- The last meeting was November 20.
- The training rules workgroup is continuing to review the rules.
- The training rules do not recommend using undesignated telecommunicators except in exigent circumstances. If that does occur, the PSAP should send notice to the SNO.

- The next meeting is February 5, 2025, and this is application review day.
- As of December 2:
 - Three delinquent and 51 undesignated telecommunicators.
 - 58 plans of action approved with 14 denials. When submitting a plan, PSAPs need to provide course name and date registered for the course that will bring the employee into compliance. This needs to be completed within 180 days of becoming delinquent.
 - 299 requests for new training courses and/or renewals approved with 9 denials.
 - Over 783 instructors approved with 12 denials.

VIII. Emerging Technology Subcommittee Report

A. Subcommittee Updates

- The 2024 Technology Forum included a variety of topics presented to 210 participants. The 2025 Forum will be held September 15-17 at the Kensington Hotel in Ann Arbor. Save the date fliers were sent out last week.
- The Cybersecurity Workshop was held in October with 83 attendees and received positive feedback.
- The cybersecurity grant application period is open until December 30. PSAPs are encouraged to apply.
- Technology issues and challenges brought up in the subcommittee meetings include contracts and maintenance agreements PSAPs are signing. Many agreements are stating if it breaks, the PSAP fixes it. Review the service maintenance agreements carefully.
- The FCC rules on routing wireless calls to 988 are based on the caller's location rather than the area code. Ms. April Heinze has been appointed to the national 988 steering committee.
- A recent FCC rule passed on carrier delivery of 911 calls to the service provider in a SIP format. The Alliance for Telecommunications Industry Solutions is working with NENA on procedures and language for the carriers that have standardized nationwide. The rules went into effect on November 25 but need to be published in the federal register before becoming effective, which may be March or April. Then request for rollout of the Phase 1 and Phase 2 will begin. The estimate of how long the FCC will give Phase 1 is nationwide carriers, six months for implementation after request, and local carriers one year.
- The next meeting is January 7, 2025.

IX. Legislative Action Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by LEHMAN, with support by GREENLEAF, to approve the Legislative Action Subcommittee meeting minutes from March 15, 2023. With no discussion, the **MOTION** carried.

B. Earned Sick Time Act

A letter for consideration to the legislature expressing concerns with the Earned Sick Time Act was included in the meeting packet. The subcommittee met on October 15 to discuss the new rules the Supreme Court ordered along with the minimum wage. This is set to go into effect February 21, 2025, unless the legislature makes any changes. The primary concerns for 911 and public safety in general is a specific portion of the law which states for absences of three days or less consecutively, the employee only must give notice of the absence(s) as soon as practicable. This language is ambiguous and puts 911 and public safety agencies in a position of having no call no show personnel for up to three days with no recourse. The letter also states why it's important 911 centers have reliable staffing and a one size fits all approach does not take into account different industries' unique challenges.

There are two bills in the House that were put forth which are a starting point to make changes. The initial bills really only address the issues for small businesses, but there could potentially be changes to those that include things addressed in this letter. A similar letter was sent by a coalition of emergency response services (MCDA, MSA, MACP, MAFC, and MAAS).

A **MOTION** was made by PLUMB, with support by GREENLEAF, to approve the Earned Sick Time Act position letter of the State 911 Committee. With no discussion, the **MOTION** carried. (*No: PIGNATARO. Abstained: MCKEE, BERENBAUM, THELEN.*)

C. Subcommittee Updates

- It is lame duck. The democrats lost control of the House in November and republicans will take over in January.
- The House released they have 100 bills on their tentative agenda to pass today.
- In the minimum staffing bill, there is a Senate version and House version. The Senate version will probably pass through the Senate this week. The House does not have the votes yes and the democrats only have 56-54 majority.
- There is word the Senate may make changes to the Earned Sick Time Act. If the legislature does not pass anything to make changes before the end of the year, they could come back in January and just move the effective date to a later date.
- The new Speaker of the House is Mr. Matt Hall. His Deputy Chief of Staff will be Ms. Julie Calley. She ran the 911 bill for the last rewrite, which is a positive for the SNC as someone in leadership understands 911 and has already gone through the process.
- The House is set to adjourn on December 19. The Senate could go to the 23rd. For the Senate to act on anything, the House needs to have it to them by December 18 as it then needs to sit for five days before voting can take place.

X. **State 911 Administrator's Report**

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

- Enhancements to MiSNAP went live last week. Changes included reducing the number of signatures needed to submit the training fund application and the inability to submit an application after the deadline. The updated manual and training videos are located in the resources section in MiSNAP.
- Still making sure all counties are uploading their data into the repository.
- NENA is still in the process of adopting the 911/988 standard. It went through the last round of public comment and the final document is ready to move through the committee for publication. Once in place, Michigan will be contacted by 988 to work on a MOA.
- The NASNA outage workgroup continue working on an outage reporting solution to meet the needs of the PSAPs and communication providers. The ETS outage workgroup is waiting on the NASNA standard before moving forward.
- The analyst vacancy in the office was reposted and is open until December 17.
- The current FY23 application period for the cybersecurity grant is open until December 30. There are FY22 funds which are still available and are being reviewed.
- The office will be closed on Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day.

XI. **Other Reports**

Interoperability Board

The meeting scheduled for today has been cancelled. A special meeting will be held in January.

Emergency Alerts and Warnings

- Down to 11 counties who have yet to become iPAWS alerting authorities. Ms. Barcroft has reached out to those counties.
- Ms. Barcroft is working with the Michigan Association of Broadcasters and they met with all the local EAS area committees. Co-chairs were selected, one from the broadcaster side, one from the alerting authority side. Working on updating their local EAS plans to be completed by the end of the calendar year.
- The State Emergency Communications Committee will meet tomorrow to review the state EAS plan.
- There was an appropriation to set up a satellite back hall to provide redundant EAS in case iPAWS were to go down. This project is now underway, with the lead provided by Michigan Association of Broadcasters.
- There is a virtual iPAWS user conference tomorrow from 1-4 p.m.
- Registration for the Interop Conference is open. The conference is March 4-6 in Muskegon. A tentative agenda has been posted.

XII. Old Business

There was no old business.

XIII. New Business

Proposed Meeting Dates

The meeting dates for 2025 will be March 12, June 11, September 10, December 10. All meetings will be held at MSP HQ at 10 a.m.

A **MOTION** was made by SELLEK, with support by LEHMAN, to approve the State 911 Committee's 2025 meeting dates. With no discussion, the **MOTION** carried.

Nomination and Election of Officers

The election is for the chair and vice-chair of the SNC for 2025. The only requirement is the chair position, by statute, cannot be a commercial representative. The chair opened the floor for nominations.

A nomination was made by MCKEE, with support by LEHMAN, to reelect Troyer as chair and Sellek as vice-chair. There were no further nominations.

A **MOTION** was made by CARROLL, with support by MCKEE, to close nominations and cast a unanimous ballot for Sellek as vice-chair and Troyer as chair. With no discussion, the **MOTION** carried.

XIV. Comments

Public Comments

There were no comments.

Member Comments

There are three individuals who have been integral and longstanding members of the SNC, and this is their last meeting. Sheriff Richard Behnke has represented the Michigan Sheriffs' Association since 2017, Mr. Ken Mitchell has represented the Michigan Association of Counties since 2019, and Chief Dale Greenleaf who has represented the Michigan Association of Chiefs of Police since 2019. The committee thanked them for their contributions, dedication, and commitment. Chief Greenleaf introduced his replacement, the chief from Clio Township who is in his 40th year in law enforcement. Mr. Plumb thanked Ms. Lisa Hall for her years of service on the SNC representing APCO.

XV. Next Meeting

March 12, 2025

10 a.m.

Michigan State Police HQ

- XVI. Adjourn**
The meeting adjourned at 10:51 a.m.