



JEFF TROYER
CHAIRPERSON

STATE OF MICHIGAN
STATE 911 COMMITTEE
LANSING

JORDYN SELLEK
VICE-CHAIRPERSON

State 911 Committee Meeting
March 11, 2026
Meeting Minutes

Voting Members Present	Representing
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Ms. Jordyn Sellek, Vice Chair	Michigan Communication Directors Association
Mr. Tim McKee	Governor's Appointee, Public Member
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. Kevin Wilkinson	Michigan Association of Ambulance Services
Mr. Dave Plumb	Assoc. of Public Safety Communications Officials
Ms. Jeanette Doll	Department of Licensing and Regulatory Affairs
Chief Wendel Millstead	Michigan Association of Chiefs of Police
Ms. Abbey Kidder	Deputy Sheriff's Association
Ms. Tonya Nobach	Michigan State Police
Ms. Amber McGrath	Michigan Public Service Commission
Sgt. Louis Velaga	Michigan State Police Trooper's Association
Non-Voting Members Present	Representing
Ms. Amy Magirl	State 911 Office
Ms. Lyndsay Keith	State 911 Office
Ms. Cindy Homant	State 911 Office
Ms. Leah Edgell	State 911 Office
Ms. Stacie Hansel	State 911 Office
Voting Members Absent	Representing
Ms. April Heinze	Senate Appointee, Public Member
Chief Adam Carroll	Michigan Association of Fire Chiefs
Sheriff Bob Mendham	Michigan Sheriff's Association
Mr. Ken Barnes	Michigan Professional Firefighters Union
Ms. Stephanie Lehman	National Emergency Number Association
Mr. Gordon Caverly	Broadband Association of Michigan
Mr. Bryce Tracy	U.P. 911 Authority
Mr. Bryan Kolk	Michigan Association of Counties
Mr. David Willis	Michigan Fraternal Order 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 a.m. Roll call was taken and a quorum was present.

II. Approval of Minutes

A **MOTION** was made by MCKEE, with support by PLUMB, to approve the State 911 Committee meeting minutes for December 10, 2025. With no discussion, the **MOTION** carried.

III. Correspondence

The Michigan Communication Directors Association submitted a letter reappointing Ms. Jordyn Sellek to the SNC, and the National Emergency Number Association reappointed Ms. Stephanie Lehman.

IV. Chair / Vice-Chair Report

A memo of the subcommittee chair and vice-chair appointments was included in the meeting packet. The only change for 2026 is the vice-chair position for the 911 Training Subcommittee. The SNC thanked Ms. Chris Collom for her years of service in that role. Ms. Liz Bagos was appointed the new vice-chair effective March 1.

V. Certification Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by MCKEE, with support by PLUMB, to approve the Certification Subcommittee meeting minutes from August 20, 2025. With no discussion, the **MOTION** carried.

B. Compliance Review Reports

The subcommittee is in the process of updating the formatting of the reports, so some reports in the packet may look different than others. The new format will be used going forward.

- Antrim County Addendum - required to update their 911 Plan, submit a Master Street Address Guide policy, and transfer some expenses back into the 911 account. All the requirements have now been met.
- Barry County – funded strictly by milage and state surcharge. There were no requirements and they opted out of the onsite review. The report says they are not in compliance, but there are no requirements. This is an error and will be corrected.
- Benzie County – funded by local surcharge and general funds. There were no requirements.
- Calhoun County – funded by local surcharge, local service fee, and millage. There were no requirements.
- Eaton County - funded by local surcharge and millage. The only requirement is that interest be tracked. This has already been corrected.
- Sanilac County – funded by local surcharge, general fund, and millage. There were no requirements.
- Van Buren County – funded by local surcharge. Requirements include updating the 911 Plan, repayment of \$30,164.16 for items not directly attributable to 911, and disallowable LEIN functions (this has been addressed).

A **MOTION** was made by PLUMB, with support by WILKINSON, to approve the compliance review reports for Antrim, Barry, Benzie, Calhoun, Eaton, Sanilac, and Van Buren counties, removing the word “not” in the Barry County report. With no discussion, the **MOTION** carried.

C. Operational Standards and Best Practices for PSAPs

This document was updated to include required elements of a compliance review, adding links for general documents, and removing outdated verbiage. This is a living document and will be revisited.

It has become clear PSAPs do not understand the onsite review is optional. Going forward, the compliance reports will be separated out, with the required financial portion coming before the SNC for approval. The onsite review report would be strictly for the PSAP.

The benefits of doing an onsite visit is building a relationship, offering assistance, and sharing what PSAPs are doing right by having partnering agencies come in to share experiences. It's important to let centers know the benefits. The subcommittee is making it a point to be more transparent going forward.

The title of the document in the meeting packet says Requirements and Best Practices for PSAPs. It was found the document in the packet is not the final version and approval will be postponed until the final version is presented.

D. SNC Policy for Compliance Review

Updates to this document remove wording of the optional portion of a review. Also, when notified of a compliance review, the subcommittee requests financials, ledgers, budget, etc. If those are submitted, there is no need for the PSAP to fill out the SNC-701, so that has been removed.

As an example to a question regarding number 2, previously, there was wrongdoing at a PSAP. The director asked the subcommittee to conduct a compliance review so once the report showed compliance, they could then submit that report to their board. This is based on an internal request.

Number 3, under "Purpose", end the sentence after 'when indicated'.

A **MOTION** was made by PLUMB, with support by WILKINSON, to approve the revisions to the SNC Policy for Compliance Review with the modification to item three under Purpose.

Page two, the hyperlink needs to be updated.

With no further discussion, the **MOTION** carried.

E. SNC-700

This form is sent to a PSAP when selected for a review. It includes questions on budget, financial, insurance, how funds are spent, etc. This acts as a precursor to the review. This form has been updated to remove any optional onsite sections.

Under Section 3, the word percentage is misspelled and will be edited.

A **MOTION** was made by MCKEE, with support by PLUMB, to approve the revisions to the SNC-700 form with the minor grammatical error changed. With no discussion, the **MOTION** carried.

F. Allowable Disallowable List

Wellness animals has been added to the allowable list. Some parameters need to be put on which animals, what costs are covered, is there a certification process, etc. This will be taken back to the subcommittee level for further research and discussions. A LEIN statement was added to the disallowable side.

A **MOTION** was made by SELLEK, with support by PLUMB, to approve the language changes to the allowable disallowable list for the LEIN administrative functions and ask the subcommittee to come back to us with the wellness animals at the next meeting. With no discussion, the **MOTION** carried.

The list will wait for the wellness animals portion to be approved before submitting to the Legislature.

It was asked if there is a difference between wellness animal and a service animal. If not, the State of Michigan only allows for dogs and miniature horses. Service animal is a required need for a specific person and wellness animals are available for everyone as a support and assigned to a PSAP. More research will be done.

G. Subcommittee Updates

- Resumes were accepted to fill an open position on the subcommittee after Ms. Jessie Lowell retired. Recommendations will be presented to the SNC chair and vice-chair by the end of the week.
- Next meeting is May 19 in Muskegon in conjunction with the APCO/NENA conference.

VI. **911 Training Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by WILKINSON, with support by MILLSTEAD, to approve the 911 Training Subcommittee meeting minutes for November 12, 2025, and February 4, 2026. With no discussion, the **MOTION** carried.

B. Approval of FTE Count

For the training fund applications, a total of 1,923 FTEs were approved and 8 denied from 120 PSAPs.

A **MOTION** was made by WILKINSON, with support by MILLSTEAD, to approve the FTE count as presented. With no discussion, the **MOTION** carried.

C. Subcommittee Updates

- The training rules are going through the process and have been submitted to the Public Service Commission.
- Reported for 2025:
 - 85 plans of action approved with 25 denials.
 - 28 leaves of absences submitted.
 - 2,279 instructors approved with 63 denials.
 - 433 training course approvals/renewals with 18 denials.
- From January to March 2:
 - 16 delinquent telecommunicators and 27 undesignated.
 - 77 training course approvals/renewals with 6 denials.
 - 243 instructors approved with 5 denials.
 - 7 plans of action approved with 1 denial.
 - 18 leaves of absences submitted for break in employment with 2 for actual leave of absence.
- Next meeting will be held on May 19 in conjunction with the APCO/NENA conference.

VII. Emerging Technology Subcommittee Report

A. Approval of Minutes

A **MOTION** was made by PLUMB, with support by MILLSTEAD, to approve the ETS meeting minutes from September 3, 2025. With no discussion, the **MOTION** carried.

B. Data Sharing Agreement Presentation

Mr. Mark Holmes gave a presentation on a GIS data sharing agreement. There are currently two MOAs for data sharing. This proposed agreement merges both MOAs into one standard. The agreement will be presented to the committee for consideration at the June meeting.

C. Subcommittee Updates

The Technology Forum will be held September 14-16 in Muskegon. Call for papers is open.

VIII. Legislative Action Subcommittee Report

Ms. Sellek and Ms. Magirl have been speaking with Treasury to get accurate fund information before work on the rewrite of the Act begins.

HB4583 would require any new millage or millage renewal only allowed on the November election ballot.

IX. State 911 Administrator's Report

- Q4 revenue is \$9,075,058.17 as of today.
- Ms. Magirl is working with DTMB, PFN, and INdigital to provide webinar training sessions on the GIS repository to help counties upload or refresh their data. All information needs to be entered in order to move forward with Phase II. All routing location data will come from GIS repository in Phase II.
- Phase I is currently underway with a deadline of March 31 for all carriers. One carrier is not making progress and has requested an extension to September. Ms. Magirl requested a meeting to discuss steps taken and issues they are running into, but has not heard back. The FCC will enter the conversation if there is still no response.
- The State 911 Office has several visits scheduled toward the goal of touring all PSAPs in the state.

X. Other Reports

There were no other reports.

XI. Old Business

There was no old business.

XII. New Business

A. Press Release and Resolution for National Telecommunicators Week

A **MOTION** was made by MCKEE, with support by PLUMB, to approve the press release and resolution for national public safety telecommunicators week.

The date on the resolution says April 13-19; that will be modified.

With no further discussion, the **MOTION** carried.

B. Annual Distribution of State Ethics and Public Entities Acts

Annually, receipt of the State Ethics and Public Entities Act must be acknowledged. These were included in the meeting packet.

Acknowledgment	Yes	No
Mr. Jeff Troyer	X	
Ms. Jordyn Sellek	X	
Mr. Tim McKee	X	
Mr. Steven Berenbaum	X	
Mr. Kevin Wilkinson	X	
Mr. Dave Plumb	X	
Ms. Jeanette Doll	X	
Chief Wendel Millstead	X	
Ms. Tonya Nobach	X	
Ms. Amber McGrath	X	
Sgt. Louis Velaga	X	
Ms. Abbey Kidder		X

Ms. Kidder is new to the committee and did not receive a meeting packet. One will be sent to her after the meeting.

XIII. Comments

A. Public Comments

There was no public comment.

B. Member Comments

Mr. Plumb asked if there was a reason the pledge is not said before the meeting. This can be up for consideration, if desired.

XIV. Next Meeting

June 10 at 10 a.m.

A reminder this meeting will be held upstairs and requires an escort for visitors and members.

Please meet in the lobby by 9:45 a.m.

XV. Adjourn

The meeting adjourned at 11:30 a.m.