

STATE 911 COMMITTEE
Certification Subcommittee
August 20, 2020
Meeting Minutes

A. Call to Order / Roll Call

The meeting was conducted via conference call and called to order at 10 a.m. Roll call was taken, and a quorum was present.

Voting Members Present:

Mr. Rich Feole, Chair
Mr. Philip Bates
Mr. Ray Hasil
Mr. Gary Johnson
Mr. Jeremy Ludwig
Mr. Robert Stewart
Mr. Vance Stringham
Ms. Eugenia Cook
Ms. Cynthia Fell
Mr. Kyle Maury
Mr. Tracy Peter

Representing:

SNC/Calhoun County Consolidated Dispatch Authority
INdigital Telecom
Mason Oceana 911
Marquette County Central Dispatch
Allegan County Central Dispatch
Frontier Communications
Roscommon County Central Dispatch
Detroit Police Department
Plymouth Township Police Department
Washtenaw County Sheriff's Office
Hillsdale County Central Dispatch

Voting Members Absent:

Ms. Phyllis Fuller
Mr. Scott Temple

Peninsula Fiber Network
INdigital

Non-Voting Members Present:

Ms. Lyndsay Stephens
Ms. Stacie Hansel

Representing:

State 911 Office
State 911 Office

B. Meeting Minutes Approval – May 14, 2020

A **MOTION** was made by Mr. Vance Stringham, with support by Mr. Ray Hasil, to accept the meeting minutes of May 14, 2020. With no discussion, the **MOTION** carried.

C. Old Business

Railroad Crossing Expenses

This topic was previously discussed with subcommittee members via email. There was a request for funding to install cameras to view railroad crossings within the 911 center. The subcommittee determined this to be a disallowable expense.

Detroit Compliance Review

Ms. Stephens has received some of the financial information; however, she has not received any of the training fund documentation. An email was sent to Detroit Police Department requesting the information.

Menominee Compliance Review

In the Phase I draft of the review, the interest is listed as a requirement. It does not look like the county has ever tracked interest, which is a requirement. They were receiving general funds and a millage was recently passed, which makes up a large portion of their budget. This was discussed with the Director and he stated they are using a first in first out method with their surcharge funding, therefore, they would not be collecting any interest at this time. This is being included in the document. In case anything changes in the future, they are aware interest on surcharge funding must follow the surcharge funding within the allowable expenses.

As the reviews continue to be done in phases, and virtual meetings take the place of in-person meetings at the center, it needs to be stressed to parties involved to treat meetings as if in-person and give it the same attention. This will prevent interruptions, reception issues, etc.

A **MOTION** was made by Mr. Tracy Peter, with support by Mr. Vance Stringham, to accept Phase I of the compliance review for Menominee County as presented. With no discussion, the **MOTION** carried.

CCE Compliance Review

CCE is going through some CAD changes and requested an extension to submit documentation. They were granted a 45-day extension. The new deadline is August 28, 2020.

Washtenaw Compliance Review

Team members were selected in order to begin scheduling meetings with the Washtenaw County PSAPs. Members who volunteered include Mr. Feole, Ms. Fell, Mr. Maury, and Mr. Bates. Multiple meetings will be tentatively scheduled for the first part of September.

D. New Business

Quarterly Drawing for Compliance Review

Ms. Stephens entered the counties eligible for review into a random list organizer online. The counties chosen are Ionia, Hillsdale, and the Conference of Western Wayne. The Conference of Western Wayne has had some consolidations within the last few years. The PSAPs that consolidated will need to provide documentation as the review goes back five years.

There are only a few counties left for review and then process will start over with all counties going back into the random draw pool. One suggestion was if a county is pulled that had a review within the previous five years, they would be put back in the pool and the subcommittee would redraw. Another suggestion was to start over and go in the same order counties were reviewed initially. This would allow a county to know when their review was approaching, giving them time to gather the necessary documentation. This will be taken to the SNC for discussion and the procedure will then be documented.

Initial reviews began in 2003. The subcommittee is trying to complete 12 county reviews per year, depending on the number of PSAPs within the county chosen.

2021 Meeting Schedule

The Certification meetings will be moved to the third Wednesday of the month, held quarterly, in the afternoon. Meetings will coincide with dates of the 911 Training Subcommittee. If, and when, travel restrictions have been lifted, the State 911 Office (SNO) will hold both subcommittee meetings in different centers around the state. In between meetings, there would be an opportunity for the SNO to tour the center. Teams meetings would still be available for those subcommittee members who are not able, or wish, to travel.

E. Public Comment

None

F. Next Meeting

November 5, 2020, at 10 a.m.
TBD

G. Adjourn

The meeting adjourned at 10:26 a.m.