

STATE 911 COMMITTEE
Certification Subcommittee
February 21, 2024
Meeting Minutes

Voting Members Present	Representing
Mr. Bryce Tracy	U.P. 911 Authority
Mr. Jeremy Ludwig	Allegan County Central Dispatch
Mr. Vance Stringham	Roscommon County Central Dispatch
Ms. Cynthia Fell	Plymouth Township Police Department
Ms. Torie Rose	Kalamazoo County Consolidated Dispatch Authority
Ms. Jessica Young	Genesee County 911 Central Dispatch
Ms. Amy Thomas	Montcalm County Central Dispatch
Ms. Jessie Lowell	Ogemaw County 911
Mr. Kevin Wilkinson	Medstar, Inc.
Non-Voting Members Present	Representing
Ms. Joni Harvey	State 911 Office
Ms. Lyndsay Keith	State 911 Office
Ms. Cindy Homant	State 911 Office
Ms. Stacie Hansel	State 911 Office
Voting Members Absent	Representing
Ms. Phyllis Fuller	Peninsula Fiber Network
Mr. Jim Miller	Peninsula Fiber Network
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Mr. Corey LeCureux	Grand Traverse County Central Dispatch
Mr. Chris Izworski	Saginaw County Central Dispatch

A. Call to Order

The meeting was called to order at 1:06 p.m.

B. Roll Call

Roll call was taken, and a quorum was present.

C. Meeting Minutes Approval—November 8, 2023

A **MOTION** was made by STRINGHAM, with support by FELL, to approve the meeting minutes of November 8, 2023, as presented. With no discussion, the **MOTION** carried.

D. Call for Additions to the Agenda

There were no additions.

E. Old Business

Draft Compliance Reports

1. Clinton County

Clinton County opted to only participate in the required financial portion of the review. Disallowable 911 funds were used to pay for a radio project because it was an entire county rebuild; however, there was documentation showing the funds were paid back for those items. There were no significant findings.

2. Alpena County

The review team went beyond the required five years to look at the cost allocation plan. In doing this, it was found the center was paying for costs related to emergency management.

When found, the cost allocation plan was corrected, and adjustments were made for the two years in question. A requirement in the report states Alpena County needs to go back to the 2019 plan and make the adjustments going forward. That was not done; however, the 2022 and 2023 plans have been corrected. It was explained to the director that the plan should be reviewed each year to ensure it is broken down by the space and FTEs just for 911.

A **MOTION** was made by LUDWIG, with support by THOMAS, to move the Clinton County compliance report and the Alpena County compliance report draft form to the SNC for approval. With no discussion, the **MOTION** carried.

County Updates

1. Wayne County

Ms. Keith is verifying who should receive the draft report to ensure it goes to the correct group of people. Working with the Attorney General's office on the draft, most edits were clerical and authorization work regarding the 911 plan. As Wayne County has never had a compliance review before, it was important to make sure everything was documented and finances tracked for this review and future. Once the draft is sent, as with all other compliance reports, the agencies get ten days for review. Any corrections and the proposed draft report will be brought to the subcommittee.

2. Chippewa County

Chippewa County dispatches for Mackinac and Luce counties. The draft report for Chippewa and Mackinac counties has gone through all reviews. There were several questionable expenses found in Luce County, such as the coordinator was assigning addresses and being paid from 911 funds. This has since stopped. Another expense was everything to outfit the marine boat being paid for with 911 funds. School radios, a ranger used for assigning addresses, and attorney fees were other examples.

During the review, the coordinator resigned so Ms. Keith began working with the county clerk, board chair, and board vice-chair. The review was put on hold as Ms. Keith was on leave and the county was expecting to fill the vacant coordinator position. That position has since been filled and the review will move forward.

3. Marquette County

The county was randomly selected in November and received notification in January. They have requested an extension. The site visit will not take place until at least April as they are moving to a new location.

4. Dickinson County

The county was randomly selected in November and received notification in January. Some of the documentation has already been received and the review team will continue working with them for the remainder. The site visit for both Marquette and Dickinson counties will be scheduled at the same time.

F. Standing Agenda Items

Allowable/Disallowable List

There was no feedback from the legislature, so the list is now in effect and posted on the website.

Surcharge Questions

There were a couple of questions that came in; however, they were handled by Ms. Fuller, Mr. Tracy, and Ms. Keith.

There was an agency implementing a two-factor authentication and wanted to purchase cell phones for dispatchers so they would not need to use their personal phones. Another question was regarding purchasing radios for schools. The agency was switching from a VHF radio to an 800

system, and they were asking about using 911 funds for the purchase. When they had previously purchased the radios, the funds came from a grant and not 911 funds.

911/988 Collaboration

No best practice draft is available currently due to the NENA standard needing to go back out for another round of public comment. The last public comment was open for 90 days and this round will be 60 days. The only items being addressed will be changes made from the first round of public comment.

G. New Business

Leelanau County was randomly chosen for a compliance review. The last time they had a review was 2004. The notification will be sent by the end of the week with documentation due in four weeks.

H. Public Comment

There was no public comment.

I. Committee Member Comment

Mr. Tracy asked if there was anything from the group going to Washington that this subcommittee needs to be aware of. The FCC is still working on getting requirements for fee diversion and location-based routing pushed through. The FCC will have a session and Ms. Harvey will bring back any updates to share with the subcommittee.

J. Next Meeting

May 21, 2024, at 1 p.m.
APCO NENA conference in Muskegon

K. Adjourn

The meeting adjourned at 1:39 p.m.