

**STATE 911 COMMITTEE**  
**Certification Subcommittee**  
 May 21, 2024  
 Meeting Minutes

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

**A. Call to Order**

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

**B. Roll Call**

Roll call was taken, and a quorum was present.

**C. Meeting Minutes Approval**

A **MOTION** was made by ROSE, with support by FELL, to approve the meeting minutes of February 21, 2024, as presented. The **MOTION** carried.

**D. Call for Additions to the Agenda**

Additions to include updates on Alpena and Gogebic counties to be heard under old business/county updates.

A **MOTION** was made by ROSE, with support by IZWORSKI, to approve the additions to the agenda. The **MOTION** carried.

**E. Old Business**

Draft Compliance Reports

1. Wayne County

Clarification was given for the third paragraph on page 2 of the report. The requirement of counties with multiple 911 service districts to distribute funds according to the emergency service plan. As the county is not in compliance, it was asked if this should be a requirement in the findings and not a recommendation as it is currently listed. It is a requirement the plan be updated; however, the recommendation is to do it through a board resolution.

The four requirements and two recommendations were reviewed by the subcommittee.

A **MOTION** was made by FELL, with support by YOUNG, to approve the Wayne County compliance review report. The **MOTION** carried.

2. Chippewa County

This report includes Luce and Mackinac counties. There is only one recommendation for Chippewa County and one requirement for Mackinac County. There are three requirements for Luce County, including disallowable expenditures. One being lights and sirens on responder vehicles. The addressing issues have been resolved; however, they are still working through the issues with the disallowable items. Ms. Keith is working with Luce County to receive documentation on the corrections made to the journal entries.

A **MOTION** was made by FELL, with support by LOWELL, to approve the Chippewa County collective compliance review report. The **MOTION** carried.

County Updates

1. Marquette County

The financial review is complete, and the site visit is scheduled for June 3. The review team will include Ms. Fuller, Ms. Keith, and Ms. Harvey.

2. Dickinson County

The financial review is complete, and the site visit is scheduled for June 4. The review team will include Ms. Fuller, Ms. Young, Ms. Keith, and Ms. Harvey.

3. Leelanau County

The financial review meeting is scheduled for June 10. The review team has yet to be selected.

4. Alpena County

The amount shown in their cost allocation plan to be overcharged has now been reimbursed.

5. Gogebic County

All departments have paid the money back into the fund for the cell phone usage. Still waiting for one more invoice from Ontonagon County to confirm amount owed.

**F. Standing Agenda Items**

Allowable/Disallowable List

There are no updates.

Surcharge Questions

Questions regarding the allowable use of 911 funds were submitted and answered, however, they are presented to the subcommittee to keep all members informed. The following were questions that came in since the last meeting:

- Vehicle purchase for training and transportation to meetings. This is an allowable expense.
- Using the countywide annual fee for the PS ALI for MLTS, paying for all county phones. Ex: businesses pay a fee to a vendor to maintain their data. The question submitted was if 911 funds could pay that fee. This is not an allowable expense.

911/988 Collaboration

Public comment for the national NENA standard has closed. The workgroup has not yet reviewed the comments. The FCC is going to require carriers to develop a geo-routing to eliminate routing wireless 988 calls by area code.

**G. New Business**

State Ethics and Public Entities Acts

The acts are distributed annually, with acknowledgement by subcommittee members.

<b>Member</b>	<b>Yes</b>
Ms. Phyllis Fuller	X
Mr. Jeremy Ludwig	X
Ms. Cynthia Fell	X
Ms. Torie Rose	X
Ms. Jessica Young	X
Mr. Corey LeCureux	X
Ms. Jessie Lowell	X
Mr. Chris Izworski	X

Random Draw

The next counties randomly drawn for review were Otsego which will include Crawford County, MSP-Gaylord Regional Center, and Genesee County which will include Fenton PD. Even if the review will be put on hold, Ms. Keith will still send the notification to let the counties know the review will be coming in the future.

**H. Public Comment**

The vacancy in the State 911 Office is posted and will be open through June 4.

**I. Committee Member Comment**

Mr. Vance Stringham has resigned from the subcommittee. As the membership consists of 13 members, no posting of the vacancy is needed.

**J. Next Meeting**

August 21, 2024, at 1 p.m.  
MSP HQ

**K. Adjourn**

The meeting adjourned at 1:37 p.m.