

STATE 911 COMMITTEE
 911 TRAINING SUBCOMMITTEE MEETING
 August 19, 2020
 Meeting Minutes

A. Call to Order/Roll Call

The meeting was called to order by Chief Mark Barnes at 10:07 a.m. and roll call was taken.

Voting Members Present:
 Chief Mark Barnes (Chair)
 Lt. David Aungst
 Ms. Kimberly Grafton
 Ms. Melissa Harris
 Mr. Sam Kalef
 Ms. Tammy Smith
 Mr. Jeff Troyer

Representing:
 Oshtemo Township Fire Department, SNC Member
 Lenawee County Sheriff's Office
 Calhoun County Consolidated Dispatch Authority
 Ingham County 911 Central Dispatch Center
 Troy Police Department
 Ottawa County Central Dispatch
 Kalamazoo County Consolidated Dispatch Authority

Voting Members Absent:
 Ms. Cherie Bartram
 Ms. Christine Collom
 Mr. Brian McEachern
 Ms. Jennifer Robertson
 Ms. Amy Thomas

Representing:
 SERESA
 Clinton County Central Dispatch
 Negaunee Regional Communications Center
 Farmington Hills Police Department
 Montcalm County Central Dispatch

Non-Voting Members Present:
 Ms. Theresa Hart
 Ms. Joni Harvey
 Ms. Stacie Hansel
 Ms. Lyndsay Stephens

Representing:
 State 911 Office
 State 911 Office
 State 911 Office
 State 911 Office

B. Meeting Minutes Approval – May 27, 2020

A **MOTION** was made by Lt. David Aungst, with support by Mr. Jeff Troyer, to approve the minutes of May 27, 2020, as presented. With no discussion, a roll call vote was taken:

Voting Member	Yes	No	Abstain
Chief Mark Barnes	X		
Lt. David Aungst	X		
Ms. Kimberly Grafton	X		
Ms. Melissa Harris	X		
Mr. Sam Kalef	X		
Ms. Tammy Smith	X		
Mr. Jeff Troyer	X		

With a unanimous vote, the **MOTION** carried.

C. Old Business

There was no old business.

D. New Business

2021 Meeting Schedule

The 2021 meeting schedule was included in the meeting packet. Calendar notices will be sent to the subcommittee.

Use of Training Funds for Laptops or Cameras to Attend SNC-Approved Virtual Training

Ms. Hart received a request to use training funds to purchase laptops. It is currently not an allowable expense, but the PSAP asked if it could be considered allowable in order to attend training in the virtual environment we are in now. Ms. Hart brought it to the subcommittee for discussion as there will more than likely be similar questions in the future.

Ms. Harvey stated it could be difficult to determine the laptop or webcam is being used solely for training, and a determination would not be made by a compliance review. There would need to be trust that funds, and therefore equipment bought with those funds, are used appropriately. However, there could be PSAPs who do not have the equipment or cannot afford it. There are pros and cons, and it should at least be a discussion at this level.

Mr. Troyer stated the training funds are meant to allow staff to meet the minimum training standards. On the allowable/disallowable list, under supplies category, it states training materials that are, "used to assist eligible trainees in understanding training topics are permissible," which means textbooks, etc. Any material to help understand the topic. Training funds are not allowed to help centers purchase projectors or large monitors for training rooms; laptops are no different.

With no further discussion, the allowable/disallowable list will be kept as is with no changes.

Diversity and Inclusion Training for 911 Telecommunicators

One of the big pushes for telecommunicators is trying to get recognized federally as public safety partners. With that comes many benefits. Many public safety agencies are requiring cultural diversity training. Ms. Harvey spoke with Ms. April Heinze to see if there is any diversity training designed specifically for 911. There is nothing yet; however, NENA is working on it. Ms. Harvey would like the NTS to consider adding a diversity requirement. Ms. Harvey will keep researching this issue to keep the NTS up-to-date on what is being developed.

Ms. Grafton stated she would be interested in what the definition of cultural diversity is within this training program; it is such a wide spectrum topic. How does this fit into the basic training five years down the road and what all does it encompass?

Mr. Troyer stated it may be difficult to get training standards changed for this to be a separate line item. He suggested reaching out to all training providers who are already approved for the customer service and liability courses to incorporate specifics regarding cultural diversity within those specified areas. The advanced class includes eight hours of both customer service and liability. The NTS could require within each of those eight hours, two hours be dedicated to cultural diversity inclusion. That could be done without having to change the training standards.

Training funds are not increasing, so instead of making diversity yet another training requirement, using more funds, it makes more sense to include it within other topics already approved.

The discussion regarding this topic will be ongoing.

Approval of FTE distribution

There have been no changes since the spring distribution of 1,963 FTEs.

A **MOTION** was made by Mr. Jeff Troyer, with support by Ms. Tammy Smith, to approve 1,963 FTEs for the fall distribution. With no discussion, a roll call vote was taken.

Voting Member	Yes	No	Abstain
Chief Mark Barnes	X		
Lt. David Aungst	X		
Ms. Kimberly Grafton	X		
Ms. Melissa Harris	X		
Mr. Sam Kalef	X		
Ms. Tammy Smith	X		
Mr. Jeff Troyer	X		

With a unanimous vote, the **MOTION** carried.

Expired Courses

Ms. Hart stated there was an issue with Priority Dispatch. They had a course that expired in July and at least three PSAPs sent staff to the virtual training. Ms. Hart let the PSAPs know that since the course was expired, they cannot use training funds or claim continuing education credits; however, they can claim eight hours of internal training. She is letting the group know in case anyone approaches members of the NTS for appeal.

A Priority Dispatch employee reached out to Ms. Hart for access to MiSNAP. At this point, the course will need to be submitted as a new course instead of renewal as the course has expired.

If providers log in to MiSNAP each week, they will receive notice on their dashboard when their courses are going to expire.

E. Public Comment

There was no public comment.

F. Next Meeting

November 18, 2020, 10 a.m.
TBD

G. Adjourn

A **MOTION** was made by Ms. Tammy Smith, with support by Ms. Kimberly Grafton, to adjourn the NTS meeting. The meeting adjourned at 10:40 a.m.