



**GRETCHEN WHITMER**  
GOVERNOR

State of Michigan  
**STATE 911 COMMITTEE**  
LANSING

**JEFF TROYER**  
CHAIR

**State 911 Committee Meeting**  
Wednesday, March 11, 2020  
MSP - HQ  
Meeting Minutes

<b>Voting Members Present</b>	<b>Representing</b>
Mr. Jeff Troyer, Chair	House Appointee, Public Member
Chief Mark Barnes	Michigan Association of Fire Chiefs
Sheriff Richard Behnke	Michigan Sheriffs' Association
Mr. Steven Berenbaum	Commercial Mobile Radio Service
Mr. Rich Feole	Association of Public Safety Communication Officials
Mr. Marc Gramlich	National Emergency Number Association
Ms. Jennifer Greenburg	Telecommunications Association of Michigan
Chief Dale Greenleaf	Michigan Association of Chiefs of Police
Mr. Gary Johnson	UP Emergency Medical Services Corporation
Mr. Ken Mitchell	Michigan Association of Counties
Sgt. Matthew Miller	Deputy Sheriff's Association
Ms. Jordyn Sellek	Michigan Communication Directors Association
Inspector James Wolf	Michigan State Police
Ms. Wendy Thelen	Michigan Public Service Commission
Sgt. Frank Williams	Michigan State Police Troopers Association
<b>Non-Voting Members Present</b>	<b>Representing</b>
Ms. Joni Harvey	State 911 Administrative Office
Ms. Cindy Homant	State 911 Administrative Office
Ms. Theresa Hart	State 911 Administrative Office
Ms. Lyndsay Stephens	State 911 Administrative Office
Ms. Stacie Hansel	State 911 Administrative Office
Mr. Joel King	Office of the Attorney General
<b>Voting Members Absent</b>	<b>Representing</b>
Ms. April Heinze, Vice Chair	Senate Appointee, Public Member
Mr. Scott Temple	Governor's Appointee, Public Member
Mr. Dale Berry	Michigan Association of Ambulance Services
Mr. Mark Docherty	Michigan Professional Firefighters Union
Ms. Jeanette Doll	Michigan Department of Licensing & Regulatory Affairs
Mr. Michael Sauger	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 public appointed by the Governor, Speaker of the House, and Majority Leader of the Senate

**I. Call to Order/Roll Call**

Mr. Jeff Troyer called the State 911 Committee (SNC) meeting to order at 10 a.m., roll call was taken, and a quorum was present.

**II. Approval of Minutes**

A **MOTION** was made by Mr. Ken Mitchell, with support by Sgt. Frank Williams, to approve the meeting minutes of December 11, 2019, as presented. With no discussion, the **MOTION** carried.

**III. Correspondence**

Mr. Troyer stated there were a couple memos issued earlier this year announcing new subcommittee chairs: Ms. Jordyn Sellek for Legislative Action, Mr. Scott Temple for Emerging Technology, and Chief Mark Barnes for 911 Training. Mr. Troyer congratulated each new chairperson and thanked them for their service.

**IV. Certification Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by Mr. Rich Feole, with support by Mr. Marc Gramlich, to accept the November 14, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. 2020 Report to the Legislature: County Information Report (SNC301)

Mr. Feole stated the subcommittee worked with Ms. Wendy Thelen to add information to the form to collect for reporting requirements the Michigan Public Service Commission (MPSC) has, which is under Section X11. There are some duplicate questions in the form; however, if the question was previously answered, it will autofill. The deadline for submitting the form is May 15.

A **MOTION** was made by Chief Mark Barnes, with support by Sgt. Matthew Miller, to approve the SNC-301 form as presented. Ms. Thelen thanked Mr. Feole and Ms. Stephens for working with her team on the necessary changes to the form. With no further discussion, the **MOTION** carried.

C. Compliance Review Report – Conference of Eastern Wayne

The Conference of Eastern Wayne (CEW) has four primary PSAPs: City of Harper Woods, City of Grosse Pointe Farms, City of Grosse Pointe Park, and City of Grosse Pointe Woods. Visits were made to all four over two days.

**Conference of Eastern Wayne** (December 17, 2019):

The team found disallowable use of funds for CEW, which included payment of Chamber of Commerce and SEMCOG fees. The funds must be returned; however, CEW was able to find a radio project of a similar amount. Ledger activity needs to be shown to replace the disallowable expense with the allowable expense.

Requirements: The interest of those funds will be shown and reported on a quarterly basis.

Recommendations: Key players of the 911 centers become involved in decision making, bylaws spell out roles of each member including the county coordinator, participate in organizations such as APCO, NENA, and MCDA, use of Radio Alias Manager for officer safety concerns, and purchase additional licensing software for instant playback.

**Harper Woods** (December 10, 2019):

Requirements: Delinquent dispatchers need to get caught up on training.

Recommendations: Update policies and procedures, train the public safety officer who sits in the communication center, create a new training manual, attend APCO, NENA, MCDA meetings, and move server room to a separate room.

**City of Grosse Pointe Farms** (December 17, 2019):

Requirements: None.

Recommendations: Attend APCO, NENA, MCDA meetings, and put a fence around their generator, phone, and electrical equipment to the building.

**City of Grosse Pointe Park** (December 17, 2019):

Requirements: None.

Recommendations: Implement EMD, use Radio Alias Manager, and purchase additional license for instant playback.

**City of Grosse Pointe Woods** (December 10, 2019)

Requirements: None.

Recommendations: Update policies and procedures, and implement EMD.

Mr. Troyer asked the reasons behind the recommendations for implementing EMD.

Ms. Stephens stated the centers are giving their people the training, but not the tools to utilize the training. It was discussed during the review either the employees have the training and the tools or do not do anything. The liability of doing half does not fit in with best practices.

The question was asked what happens if they do not do any EMD at all. It would be up to the individual department on how they respond.

General discussion followed.

A **MOTION** was made by Mr. Rich Feole, with support by Mr. Gary Johnson, to approve the compliance review report of the Conference of Eastern Wayne as presented. With no discussion, the **MOTION** carried.

D. Subcommittee Updates

The last few weeks, members of the review team have been at Presque Isle, St. Clair, and St. Joseph counties. The review for the City of Detroit has yet to be scheduled. Documentation is currently being collected for Menominee, Tuscola, and Ottawa counties.

The subcommittee is getting down to the last few counties who have not yet been through the review process. Then, all counties go back in the bag for random draw to begin the process again.

V. **911 Training Subcommittee Report**

A. Approval of Minutes

A **MOTION** was made by Mr. Marc Gramlich, with support by Ms. Jennifer Greenburg, to approve the November 6, 2019, and February 19, 2020, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Approval of 2020 PSAP FTE Count

At a meeting on February 19, the subcommittee reviewed the training fund applications. In total, 128 PSAPs submitted applications with 123 approvals and five denials. The denied PSAPs were sent letters and at the February 26 meeting, one appealed. The denial was based on a late application packet arrival; however, the appeal was granted. The 911 Training Subcommittee recommends the approval of 1,963 FTEs from 124 PSAPs, and a denial of 41 FTEs from four PSAPs who chose not to appeal. Last year, the first distribution was the same, 1,963 FTEs with a change in the second distribution due to a consolidation.

A **MOTION** was made by Mr. Marc Gramlich, with support by Chief Dale Greenleaf, to approve 1,963 FTEs for the first training fund distribution of 2020. With no discussion, the **MOTION** carried.

C. Subcommittee Updates

A complaint was brought to the State 911 Office regarding hours not being met for a 40-hour advanced course. The subcommittee discussed issues related to the matter and agreed they can audit courses at any given time. Going forward, this provider will have audits done periodically. If hours are still not being met, the subcommittee will review this matter further.

The review team of the NTS has approved 39 requests from providers for new training courses and/or renewals, and one denial to date for 2020.

Chief Mark Barnes has been appointed as the new subcommittee chair effective March 17, 2020. Ms. Stephanie Lehman will be the new NENA president as of March 26, 2020, and will be replacing Mr. Gramlich on the SNC. Mr. Gramlich has been on the subcommittee for four years, three as the chair, and stated the subcommittee does not run without Ms. Theresa Hart. He thanked her for her hard work, time, and the effort she puts in. Mr. Troyer thanked Mr. Gramlich for his leadership and chairmanship over the last several years, as well as his contributions to the SNC before becoming chair.

VI. **Emerging Technology Subcommittee**

A. Approval of Minutes

A **MOTION** was made by Chief Mark Barnes, with support by Mr. Rich Feole, to approve the December 2, 2019, and February 3, 2020, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. Subcommittee Updates

The subcommittee has been busy with the Emerging Technology Forum. Ms. Homant sent a reminder to everyone that registration closes April 3. A Tech Talk dinner is being planned for April 20. All SNC members received an email with a code for free registration. As of this morning, there are 109 registered for the Forum and 80 for the dinner.

The subcommittee has a vacancy and are discussing how to fill the position.

Mr. Jerry Nummer from MPSCS wanted everyone to be aware there will be an MPSCS upgrade in May. St. Joseph County will start the pilot to test cross border roaming with Indiana.

At the next subcommittee meeting, they will be discussing the influx of school safety apps and review the need for guidance and best practices going forward.

The subcommittee is going to add legislative updates as an agenda topic going forward.

VII. **Legislative Action Subcommittee**

A. Approval of Minutes

A **MOTION** was made by Ms. Jordyn Sellek, with support by Ms. Jennifer Greenburg, to approve the November 25, 2019, meeting minutes as presented. With no discussion, the **MOTION** carried.

B. HB4818

A special meeting was scheduled on March 9, 2020, due to the announcement that on March 18, HB4818 will be in committee for hearing. This bill would add a member from the Consumer Data Industry Association to the CJIS board. The information received from CJIS, and that the LAS discussed, was, "...CJIS has not been able to secure an answer from the bill sponsor for the seeking organization as to what purpose adding this private organization to the board would serve for either side. There were two representatives from the organization presented to the CJIS board and they still were unable to provide reasoning or goals for this membership. Outside of that, they wanted more information on background checks. They did share a couple

other states have included a private organization or interest on their board, but were unable to state the purpose, its use, their goals, reasoning, etc.”  
The CJIS board is in opposition to the bill, and after discussion among subcommittee members, the LAS recommends the State 911 Committee oppose the bill as well.

For reference, the CJIS board is put together by an executive order from Governor Snyder. CJIS board sets CJIS policy, which governs LEIN and other criminal justice information systems throughout Michigan. The 22-member board is mainly made up of criminal justice professionals.

From a LAS perspective, if the CJIS board is recommending the additional member not be added, the LAS recommendation is to take a similar direction in support of CJIS’s opposition.

General discussion followed.

A **MOTION** was made by Sheriff Richard Behnke, with support by Mr. Ken Mitchell, that the State 911 Committee take an official position in opposition of HB4818. With no discussion, the **MOTION** carried.

C. Subcommittee Updates

The next subcommittee meeting will be April 13 at 10 a.m. The subcommittee is seeking to fill up to four vacancies; information will be coming out with a deadline to submit interest by March 30.

At the last meeting, the subcommittee discussed how to tackle the upcoming 911 rewrite and all parties agreed doing it a little differently. Ms. Sellek is working on breaking up the bill into separate categories to organize items at each meeting. Items that do not have to do with funding will be tackled on the earlier end, in April, as funding information will not be turned in to the State 911 Office by then. Another meeting will be scheduled, possibly in June, to discuss funding mechanisms.

**VIII. Policy Subcommittee**

There is initial discussion about dismantling this subcommittee as a standing committee. It is not referenced in the statute or in the bylaws. Workgroups could be established for specific topics if needed in the future.

**IX. State 911 Administrator’s Report**

Ms. Joni Harvey introduced herself and gave her background. She also stated the office is fully staffed with the addition of herself and Ms. Stacie Hansel.

State 911 Fund 4<sup>th</sup> Quarter Summary

Ms. Harvey gave a report on the 4<sup>th</sup> quarter summary of State 911 funds, which are \$10,743,635.96.

Automation Project

The automation project is coming along well. The office is finishing up the user acceptance testing for Project 1. Live deployment is scheduled for April 2.

FirstNet/MiPSB

The MiPSB Program Office is looking for local partners to obtain a comprehensive picture and documentation of actual FirstNet coverage. Comprehensive data collection has been completed in Allegan and Eaton counties. Coverage testing is ongoing with LIFE EMS and the MPSCS.

#### Smart911

Mr. Kevin Hatline of Rave Mobile Safety was in attendance and gave an update. Rave is working with legislators on continued funding. There is enough money left over from the 2018 appropriation to cover through quarter 1 and partially through quarter 2 for all participating. The remainder of that funding and new funding is being put into the supplemental request and new funding into the 2021 and beyond budget. The difference between the two things is how the funds are allocated. If it goes through on the supplemental side, Rave will have the funds in June/July; if they get pushed over into the 2021 budget, Rave will have the funds in October. Rave is carrying the licensing costs, so all participating PSAPs do not have to worry about funding through 2020.

#### Next Generation 911 Grant

There was 2.8 million set aside for new CPE equipment. TAC has now put out two separate rounds of applications for the CPE portion of the grant. There were only five applications received in the first round and four in the second round. At this point, the TAC has approved \$1.24 of the \$2.8 million for CPE portion. At a meeting earlier this week, the TAC agreed to a subgrant process for those approaching end of life within the time period of the grant. At the meeting next week, Ms. Stephens will have a new application and instructions completed to send to PSAPs for those approaching end of life by December 31, 2021, to use the remaining funds.

Mr. Troyer gave a history of the grant that was supported originally by the SNC. There were four original projects: CPE, last mile fiber to PSAPs without ESInet connectivity, GIS Repository update, and any funds left over was to build out address point layers. When original application went in, Project 2 was rejected on the federal side, so funds moved to the other three projects. The primary purpose behind the grant was to make sure PSAPs are NextGen ready.

Ms. Harvey clarified to the SNC, if there are not enough PSAPs to apply for the CPE portion of the grant, the funds left over will roll into the GIS Repository address gap-fill project. There are no other projects applicable to this grant as it is written. She encouraged all PSAPs who qualify and would benefit from the grant program to apply for use of the funds. Chief Barnes thanked the State 911 Office for the work they have done and stated they have conducted their due diligence regarding this project.

#### **X. Old Business**

None.

#### **XI. New Business**

The letter and resolution for Public Safety Telecommunicator's Week go to each PSAP every year recognizing staff members and telecommunicators throughout the state

A **MOTION** was made by Mr. Rich Feole, with support by Mr. Marc Gramlich, to approve the resolution for public safety telecommunicator week, April 12-18, 2020. With no discussion, the **MOTION** carried.

#### **XII. Public Comment**

None.

#### **XIII. Next Meeting**

Michigan State Police Headquarters, Wednesday, June 10, 2020, at 10 a.m.

#### **XIV. Adjourn**

The meeting adjourned at 11:09 a.m.