

Christine Collom
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**CLINTON COUNTY CENTRAL DISPATCH
ADMINISTRATIVE POLICY BOARD
TUESDAY, JANUARY 13, 2026, AT 10:00 A.M.
CLINTON COUNTY COURTHOUSE
FIRST-FLOOR CONFERENCE ROOM
100 E STATE STREET, ST. JOHNS, MI 48879**

AGENDA

1. CALL TO ORDER

A. INTRODUCTION OF NEW MEMBERS:

- a. Commissioner Nicole Fickes
- b. DeWitt Township Chief Matt Merony

2. ADDITIONS OR CHANGES TO THE AGENDA

3. PRESENTATION OF OCTOBER 14, 2025, MINUTES

4. ELECTION OF 2026 OFFICERS (One-year terms)

- a. Chair
- b. Vice Chair

5. DIRECTOR'S REPORT

- a. Staffing Update
- b. Angelia Beals Retirement

6. OLD BUSINESS

- a. Mobile Data Communications Project
- b. Emergency Fire Protocols
- c. 2026 Meeting Dates review, dates approved at October 2025 meeting

7. NEW BUSINESS

- a. **2025 Year-end reports**
- b. **2026 Projects**
 - a. **Cybersecurity Audit**
 - b. **Radio updates (firmware and templates)**
 - c. **Outdoor Warning Sirens**

8. BOARD MEMBER COMMENTS

9. PUBLIC COMMENTS

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10. **ADJOURNMENT**

ATTACHMENTS:

- 1) October 2025 Minutes
- 2) 2026 Approved Meeting Schedule
- 3) 2026 Administrative Policy Board Membership List
- 4) October 2025 Fund Balance Report
- 5) December 2025 Monthly Service Report- provided at meeting

**CLINTON COUNTY CENTRAL DISPATCH
ADMINISTRATIVE POLICY BOARD**

Minutes

**October 14, 2025, 10:00am.
Clinton County Courthouse
St. Johns, MI 48879**

CALL TO ORDER

The October 14, 2025, meeting of the Administrative Policy Board was called to order by Chairperson Lynn Weber at 10:01 a.m. A meeting quorum was present.

- **APB Voting Members Present:** Director Lynn Weber, Clinton Area Ambulance Service EMS Representative; Chief Matt Mardigian, Bath Township Police Department; Dennis Strahle, Citizen Representative; Sheriff Sean Dush, Clinton County Sheriff's Office; F/Lt. Brian Oleksyk, Michigan State Police; Ast. Chief Kevin Douglas, Bath Twp. Fire Department, Fire Representative; Chief Bryan Curtis, DeWitt City Police Department, Police City Representative
- **APB Voting Members Excused:** None
- **APB Voting Members Absent:** None
- **Non-Voting Members Present:** Director Christine Collom, Clinton County Central Dispatch
- **Other Personnel Present:** Ms. Christina Finch, recording secretary from Clinton County Central Dispatch
- **Visitors Present:** None

APPROVAL OF MINUTES

APB Motion 2025-10-10: A motion was made by Mr. Dennis Strahle, supported by Chief Kevin Douglas, to approve the Administrative Policy Board meeting minutes of July 2025, as presented, motion carried unanimously

APPROVAL OF AGENDA

APB Motion 2025-10-11: A motion was made by Mr. Dennis Strahle, supported by Sheriff Dush, to approve the October 22, 2025, Administrative Policy Board meeting agenda as amended to include the addition of *C. Procedure Updates under the Director's Report.*

1. Director's Report

a. Staffing Update

Director Collom provided the following update regarding current staffing of Central Dispatch; Central Dispatch currently has 7- fully trained telecommunicators and has lost one fully trained dispatcher recently. Presently there is one dispatcher of delinquent status because they were hired from another Dispatch Agency who had delayed their state mandated Module 1 training, which Central Dispatch has a plan of action to remedy. Two telecommunicators are presently in various stages of the internal training process (very early, 6 months plus before ready); presently there are no applicants with prior emergency dispatcher experience.

Central Dispatch presently has two open positions and is currently in Step 3 of hiring process) (15 minutes, testing, sit-ins, oral boards) and Oral Board interviews are scheduled for next week.

Director Collom has requested one additional FTE to look at three-person minimum staffing levels per shift, in large part due to the increase in Medical EMD calls, that inherently takes longer to process.

b. Michigan APCO Awards

Angelia Beals was nominated for the Frontline Supervisor position. She was not chosen as the winner but will receive an honorable mention at the Annual APCO Dinner next week in Frankenmuth.

c. Procedure Updates:

i. Alert procedures:

1. New Alert procedures are in place for the County Building and local schools. CENTEGIX school alerting software was purchased by Pewamo Westphalia schools, in which the staff carry keycards and can press a certain number of times to lockdown and notify 911 simultaneously via an alert. This alert comes in via Centegix and Rapid SOS software, 911 can see the location of the button pressed, as this software does have mapping included. Centegix is the best product Director Collom has seen so far, for this type of school alert. The State of Michigan does have a law prohibiting automatic dials into 9-1-1.

The Clinton County building uses a different process but alerts via keyboard/or button which alerts directly into the 9-1-1 Central Dispatch Center. A brief discussion followed regarding the evolving technology and importance of school safety.

- ii. Special Team Callouts- Central Dispatch is in the process of tweaking procedures to include relevant acronyms, minor adjustments due to MERCY no longer in business, this procedure is reviewed annually.
- iii. K9-Tracking- The Clinton County Sheriff's department has notified Central Dispatch that they have added tracking software for the K9 officers. The dispatchers will be trained in how to use and navigate the software to monitor the dogs during a track. The K-9 tracking software is the same software MSP uses, FleetNAV systems.

OLD Business

1. Mobile Data Communications Project Update:

- a. Central Dispatch is distributing the iPads to the Fire Departments tonight. A total of five trainers from Fire Departments across the County will then follow up with each Fire department individually for end user training for use of FREEDOM application. Once trained, the Fire Departments will start using the FREEDOM software. The FREEDOM software allows Central Dispatch technology to track the FIRE/EMS units with the iPads inside the apparatuses via Automatic Vehicle Locator.
- b. **Emergency Fire Dispatch Protocol (2025 capital project)**

The new EFD software is ready to be installed, and Deputy Director Schulz is presently working with the project manager to schedule the installation and EFD administrator training. The goal is to be close to going live by the end of the first quarter of 2026. The EFD protocol is a standardized way of call intake which will help with new hire trainees. Central Dispatch will not explore protocol for law enforcement calls for service at this time.
- c. **2026 Budget Cycle- (public hearing to occur tonight)-**
 - i. Major Projects: Recommended at this time, so far, no negative feedback.
 - 1. **Digital Paging** - Central Dispatch would like to update all FIRE Departments within the County to digital paging, so the County only has to maintain one system and can get rid of VHF paging talk groups and system. Testing will take place to ensure proper coverage from Towers that are Live on current MPSCS system can handle additional use.

2. Outdoor Warning Siren Project- The millage ballot language will be reviewed by Central Dispatch's legal counsel to ensure the Outdoor Warning Sirens can be paid for with 9-1-1 millage funds.

3. Update handhelds and mobile equipment, some discussion took place regarding the encryption of certain Radio Talk Groups in the near future.

4. Cyber Security Audit- Central Dispatch will contract with a cyber security company to test current systems and software used within the department to see if there are any weaknesses/soft spots that could lead to future failures and provide recommendations to increase the security of these systems.

NEW BUSINESS

A. 2025 APB Meeting Dates (Draft)

APB Motion 2025-10-13: A motion was made by Chief Douglas, supported by Mr. Strahle, to approve the 2026 meetings of the APB as presented below. Motion carried unanimously.

Approved APB Meeting Dates: January 13, 2026, 10am, April 14, 2026, 10am, July 14, 2026, 10am and October 13, 2026, 10am.

B. 2026 Board Changes

- a. The APB has a few positions expiring at the end of this year. The Fire Departments and EMS agency directors will need to make their recommendations for representatives to fill the next term on the Administrative Policy Board and the Citizen Representative, Mr. Strahle, has expressed his desire to remain on the Administrative Policy Board for another future term. Per the APB By-Laws Chief Mardigian will be coming off the board and will be replaced by Chief Matt Merony of DeWitt Township Police Department in January of 2026.

Board Member Comments:

Chief Curtis, of DeWitt City Police Department, commended Central Dispatch staff for communications on the most recent Flee and Elude that went through the City of Ovid and Shiawassee County with the TAC channel patched with Livingston County because MSP did not have a Clinton County TAC channel. Chief Kevin Douglas of St. John’s Fire Department also commented regarding patching and the improvement of being able to hear all radio traffic from all units involved. Mr. Dennis Strahle, Citizen Representative, presented a question regarding a recent traffic alert processed via Rave Alert that was sent.

Public Comments:

None.

Attachments for the Board’s review:

1. APB Meeting Minutes July 2025
2. Proposed 2026 Meeting Dates
3. September 2025 Monthly Service Report
4. Augsut 2025 Fund Balance Report
5. APB 2025 Membership List

ADJOURNMENT

Motion by Sheriff Dush supported by Chief Douglas to adjourn at 10:35 a.m. These minutes have not been approved as of October 23, 2025, and are subject to approval at the next scheduled meeting of the Administrative Policy Board. The next scheduled meeting date for the APB is *January 13, 2026*, in the first floor Conference Room C.

Minutes submitted by:

Christina Finch, Recording Secretary
Clinton County Central Dispatch

Minutes approved on:

Lynn Weber, Chair
Administrative Policy Board



**CLINTON COUNTY E 9-1-1
CENTRAL DISPATCH**

Director Christine Collom
**100 E. State Street, Suite 1400
St. Johns, Michigan 48879**
Telephone: (989) 224-6792 • Fax: (989) 224-3758



Memo

To: Administrative Policy Board
From: Director Christine Collom
Date: October 14 2025
Re: *Approved meeting dates for APB 2026 *Approved at the 10-14-2025 APB meeting*

Date	Location	Time
Tuesday, January 13, 2026	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, April 14, 2026	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, July 14, 2026	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, October 13, 2026	Room C, First Floor Conference Room	10:00 a.m.

The dates listed above are those that follow our 9-1-1 Plan, setting the second Tuesday of each quarter for a Central Dispatch Administrative Policy Board meeting.

First to respond, first on scene, first to assist

Clinton County Central Dispatch
2026 ADMINISTRATIVE POLICY BOARD MEMBERS

Representation	Member	Contact Information	Alternate Member
<i>Board of Commissioners (Chairperson)</i>	Mr. Bruce DeLong (Non-voting) District 3 Commissioner	Phone: (989) 640-3070 delongb@clinton-county.org	
<i>Board of Commissioners (Appointee)</i>	Ms. Nicole Fickes (Non-voting) District 1 Commissioner	Phone: (517) 899-9307 fickesn@Clinton-County.org	
<i>Central Dispatch</i>	Director Christine Collom (Non-voting) 100 E. State St., Suite 1400 St. Johns, MI 48879	Office: (989) 224-3580 Fax: (989) 224-3758 collomc@clinton-county.org	
<i>Citizens</i>	Dennis Strahle 12833 W Clark Rd Eagle, MI 48822 <i>Expires: 12/31/2028</i>	Cell: 517-204-8600 Dendiesel66@gmail.com	
<i>Clinton County Sheriff</i>	Sheriff Sean Dush Clinton County Sheriff's Office 1347 E. Townsend Rd. St. Johns, MI 48879	Office: (989) 224-5200 Fax: (989) 224-5254 dushs@clinton-county.org	Undersheriff Mike Gute Clinton County Sheriff's Office 1347 E. Townsend Rd. St. Johns, MI 48879 gutem@clinton-county.org
<i>EMS</i>	Director Lynn Weber Clinton Area Ambulance PO Box 203 St. Johns, MI 48879 <i>Expires: 12/31/2028</i>	Office: (989) 227-5713 Home: (989) 224-8144 Cell: (517) 719-8090 lweber@frontier.com	Director Dennis Palmer Lansing Mercy Ambulance 1422 E. Michigan Ave. Lansing, MI 48912 Office: (517) 482-8220 denpalmer@comcast.net
<i>Fire</i>	Chief Kevin Douglas St. Johns Fire Department 109 E State St. St. Johns, MI 48879 <i>Expires: 12/31/2028</i>	Office: 517-224-2151 kdouglas@stjohnsmi.gov	Chief Dave DeKorte DeWitt Twp. Fire 1445 W Herbison Rd. Dewitt, MI 48820 Office: 517-669-0071 ddekorte@dewittwp.org
<i>Michigan State Police</i>	F/Lt. Brian Oleksyk Post Commander Lansing Post 11 7119 N. Canal Rd. Lansing, MI 48913	Office: (517) 719-0085 Fax: (517) 322-0483 oleksykb@michigan.gov	Lt. Ryan Hutchison Ast. Post Commander HutchinsonJ@michigan.gov
<i>Police (City)</i>	Chief Bryan Curtis DeWitt City Police Dept. 414 E. Main St. DeWitt, MI 48820 <i>Expires 12/31/2026</i>	Office: (517) 669-9131 Fax: (517) 669-9018 bcurtis@dewittmi.org	Chief Dave Kirk St. Johns Police Dept. 409 S. Whittemore St. St. Johns, MI 48879 Office: (989) 224-6721 Fax: (989) 224-2320 dkirk@sipolice.org
<i>Police (Township)</i>	Chief Matt Merony DeWitt Township Police Dept. 1401 W. Herbison Rd. DeWitt, MI 48820 <i>Expires 12/31/2027</i>	Office: (517) 669-6578 mmerony@dewittwp.org	Chief Matt Mardigian Bath Twp. Police Dept. PO Box 247 14480 Webster Rd. Office: 517.641.6271 mmardigian@bathtownship.us

CLINTON COUNTY, MICHIGAN

Statement of Revenue, Expenditures and Changes in Fund Balances - Unaudited

Budget and Actual - 911 Central Dispatch

For the period ending: [OCTOBER 2025](#)

	Original Budget	Revised Budget	Actual Total	% of Budget
Revenues				
Current and delinquent property taxes	\$ 3,100,000	\$ 3,100,000	3,181,792.53	102.64%
State Surcharge	225,000	225,000	172,652.00	76.73%
State Training Funds	15,000	15,000	7,469.00	49.79%
Local Comm Stability	25,000	25,000	16,714.00	66.86%
Interest	50,000	50,000	363,989.60	727.98%
Miscellaneous	40,000	40,000	25,278.58	63.20%
Total revenues	3,455,000	3,455,000	3,767,895.71	109.06%
Expenditures				
Operations	2,750,896	3,501,998	2,238,680.15	63.93%
State Training Funds	18,000	18,000	14,804.38	82.25%
MDC project	-	146,687	20,097.10	13.70%
Total expenditures	2,247,932	3,251,811	2,273,581.63	69.92%
Revenue over (under) expenditures	-	203,189	\$ 1,494,314.08	735.43%
Net change in fund balances	0.00	203,189.00	1,494,314.08	-
Fund balances, beginning of year	\$ 8,320,002.28	\$ 8,320,002.28	8,320,002.28	
Fund balances, end of year	\$ 8,320,002.28	\$ 8,523,191.28	\$ 9,814,316.36	\$ -