



CLINTON COUNTY CENTRAL DISPATCH
100 E. STATE STREET
SUITE 1400
ST. JOHNS, MICHIGAN 48879

Director
Christine Collom
collomc@clinton-county.org
989 224 6792

AGENDA

JOINT ADMINISTRATIVE POLICY BOARD AND TECHNICAL ADVISORY COMMITTEE MEETING

Tuesday, October 12, 2021

10:00 a.m.

100 East State Street, St. Johns, Michigan 48879
First Floor Conference Room C

1. Call to Order

- a. APB
- b. TAC

2. Presentation of April 2021 Minutes

- a. APB- April 2021
- b. TAC- April 2021

3. Director's Report

- a. Staffing Update
- b. Policy Procedure Updates
- c. 911 Center Remodel Updates
- d. FCC 911-Fee Diversion Update
- e. State 911 Law rewrite Update

4. Old Business

- a. Communications Radio Project
 - i. Go-Live Dates
 - ii. Templates/radio programming
 - iii. Radio Training- (Train the Trainer and User training)
 - iv. Motorola Drive and Signal testing
 - v. Taft Road – County Equipment
 - vi. Courthouse Communications

5. New Business

- a. 3G cellular devices
- b. 10-digit dialing mandate
- c. 2022 Capital Projects
- d. 2022 Meeting Dates
- e. TAC -2022 appointments
- f. APB- appointments made by the BOC

6. Adjournment

Attachments:

1. Joint APB & TAC Minutes from April 2021
2. APB & TAC 2021 Membership Lists
3. APB & TAC 2022 Proposed Meeting Dates List
4. Fund Balance Report ending August 2021
5. [September Monthly Service Report](#)

**CLINTON COUNTY CENTRAL DISPATCH
ADMINISTRATIVE POLICY BOARD
&
TECHNICAL ADVISORY COMMITTEE**

Minutes

**April 20, 2021 10:00am.
Clinton County Courthouse
Via ZOOM
St. Johns, MI 48879**

CALL TO ORDER

The April 20, 2021, a Virtual meeting of the joint Administrative Policy Board and Technical Advisory Committee was called to order by Chairperson Lynn Weber at 10:03 a.m. A meeting quorum was present.

- **APB Voting Members Present:** Chief Bruce Ferguson, DeWitt City Police Department (DeWitt, MI); Sheriff Larry Jerue, Clinton County Sheriff's Office (St. Johns, MI); Director Lynn Weber, Clinton Area Ambulance Service EMS Representative (St. Johns, MI);, Lt. Aric Dowling, Michigan State Police(Lansing, MI); Dennis Strahle, Citizen Representative (Eagle, MI)
- **APB Voting Members Excused:** Chief Lyle Lindemulder, Bath Township Police Department; Chief Joe Spagnuolo, Dewitt Area Fire Department, Fire Representative
- **APB Voting Members Absent: None**
- **TAC Voting Members Present:** Chief Mike Gute, DeWitt Township Police Department, Township police representative (DeWitt, MI); Lt. Jeff Clarke, Clinton County Sheriff's Office representative (St. Johns, MI); Dennis Palmer, Lansing Mercy Ambulance, EMS representative (DeWitt, MI); Lt. Aric Dowling, Michigan State Police(Lansing, MI);
- **TAC Voting Members Excused:** Operations Supervisor Aaron Schulz, Clinton County Central Dispatch representative (St. Johns, MI),
- **TAC Voting Members Absent:** Tom Helms, Emergency Services (non-voting); Chief Al Goodrich, Ovid Police Dept., city/village police representative (Ovid, MI); Chief Dean Mazzolini, St. Johns Fire Department, fire representative (St. Johns, MI);
- **Non-Voting Members Present:** Director Christine Collom, Clinton County Central Dispatch (St. Johns, MI);
- **Other Personnel Present:** Commissioner Ken Mitchell, Board of Commissioners liaison (Watertown Township, MI); Ms. Christina Finch, recording secretary from Clinton County Central Dispatch (St. Johns, MI)
- **Visitors Present:** None

Director Collom provided a brief reminder to all the members of the open meetings act requiring everyone attending virtually is required to state their name and location and that each motion will require a “roll call vote” from its respective membership.

APPROVAL OF AGENDA

APB Motion 2021-04-11: A motion was made by Sheriff Jerue, supported by Mr. Dennis Strahle, to approve the April 20, 2021, joint Technical Advisory Committee and Administrative Policy Board meeting agenda as presented. A Roll Call vote was performed, motion carried unanimously.

TAC Motion 2021-04-07: A motion was made by Director Dennis Palmer, supported by Lt. Jeff Clarke, to approve the April 20, 2021, Technical Advisory Committee meeting agenda as presented. A Roll Call vote was performed, motion carried unanimously.

APPROVAL OF MINUTES

APB Motion 2021-04-12: A motion was made by Mr. Dennis Strahle, supported by Sheriff Jerue, to approve the Administrative Policy Board meeting minutes of January 2021, as presented. A Roll Call vote was performed, motion carried unanimously.

TAC Motion 2021-04-08: A motion was made by Director Dennis Palmer, supported by Lt. Jeff Clarke, to approve the Technical Advisory Committee meeting minutes of January 2021, as presented. A Roll Call vote was performed, motion carried unanimously.

OLD Business

1. Communications Radio Project:

Director Collom presented the following updates regarding the status of the Communications Radio Project to the membership.

Change Order- The board was informed of the most recently approved Change Order #2 to the contract with Motorola Solutions for the procurement of necessary end User Equipment. The end User Equipment has been received and is being inventoried by ProComm. Director Collom assured the Board Members that even with this most recent Change Order #2 the project remains well within the initial allotted budget. The next step in the project will involve Fleet Mapping and identifying the Radio Talk Groups.

BOC Approval: Director Collom recently presented the below items, Center Upgrade Project and an Air Conditioning Unit in the Mezzanine to the Clinton County Board of Commissioners for approval.

Center Upgrade Project- The Dispatch Center Upgrade Project is moving along smoothly and a Request for Proposal will be published soon. The Center Upgrade Project will address necessary updates and new equipment for the Dispatch Center, which will include new flooring, painted walls, electrical work, and Dispatch workstation equipment that complies with pandemic guidelines.

Air Conditioning Unit in Mezzanine- The Clinton County BOC has approved the installation of a new Air Conditioning Unit in the Mezzanine of the Courthouse to keep the new and existing Radio System equipment cool and functioning properly.

2. Staffing Update- Director Collom provided an update regarding the staffing of the Central Dispatch Center, by announcing that former dispatcher Cindy Vermillion has been hired to fill the last remaining Lead Telecommunicator position. Also, that the probationary Telecommunicator hired is progressing well through the training program and an additional person has been hired to fill one of the remaining vacant dispatch Telecommunicator positions.

NEW BUSINESS

A. FCC Notice of Policy of Rulemaking reference 911 Fee Diversion

Director Collom addressed the Board members in reference to the current issue of the FCC Notice of Policy of Rulemaking reference 911 Fee Diversion and that the MI APCO Board recently submitted comments to the FCC that “imposing the restrictions expressed in the NPRM would negatively impact PSAPs in Michigan”, citing that the “blanket approach” would classify certain expenses in specific relation to equipment systems as “disallowable” but are currently acceptable 911 expenses in the State of Michigan. Sheriff Jerue provided that the Michigan Sheriff’s Association (MSA) also submitted a letter with similar concerns to the potential ramifications and financial obligations, as the MI APCO board had done. Commissioner Mitchell provided that the 911 Committee he is a member of had also submitted comments to the FCC in regards to this issue.

B. Lift America Act

Director Collom advised all members of the Boards of the “Lift America Act” which is a major infrastructure proposal that has been introduced in Congress that includes \$15 billion to support the deployment of Next Generation 9-1-1 in PSAPs throughout the county. She advised the board to pay particular attention to the content from pages 175-195 of the “Lift America Act” as it pertains to 9-1-1.

C. FCC 20-100 (Mandatory 10-Digit local dialing requirement)

Director Collom reminded everyone that the FCC 20-100 Order, requiring mandatory 10-digit dialing for all customers in Michigan for area codes 616, 810, 906, and 989, in order to ensure that users can dial 988 to reach the existing National Suicide Prevention Lifeline by July 16, 2022. Beginning April 24, 2021 all telecommunications carriers make any necessary network modifications to change from 7-digit dialing to 10- digit local dialing.

D. National Telecommunicator Week

Director Collom advised all Board members that National Telecommunicator Week took place the week of April 11-April 17 and thanked all departments that made an effort to recognize our hardworking Dispatch Staff for their generosity, kindness and appreciation.

Public Comments:

Commissioner Mitchell voiced his support and appreciation for the counties local Law Enforcement officials.

Attachments for the Board’s review:

1. APB/TAC Joint Meeting Minutes January 2021
2. Mandatory 10-Digit Local dialing requirement
3. 2021 Technical Advisory Committee& Administrative Policy Board Membership Lists
4. March- Monthly Service Report
5. January 2021- Fund Balance Report

ADJOURNMENT

Motion by Sheriff Jerue, supported by Mr. Dennis Strahle to adjourn at 10:41 a.m. These minutes have not been approved as of April 21, 2021 and are subject to approval at the next scheduled meeting of the Administrative Policy Board and Technical Advisory Committee. The next scheduled joint meeting date for the APB and TAC is *July 13, 2021* in the first floor Conference Room C, if allowable per the County’s Covid Response Plan.

Minutes submitted by:

Christina Finch, Recording Secretary
Clinton County Central Dispatch

Minutes approved on:

Lynn Weber, Chair
Administrative Policy Board

Mike Gute, Chair
Technical Advisory Committee



**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 12, 2021
Re: Proposed Joint meeting dates for APB.TAC 2022

The following are proposed JOINT meeting dates for the 2021-2022 Administrative Policy Board and Technical Advisory Committee:

Date	Location	Time
Tuesday, January 11, 2022	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, April 12, 2022	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, July 12, 2022	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, October 11, 2022	Room C, First Floor Conference Room	10:00 a.m.
Tuesday, January 10, 2023	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.

Clinton County Central Dispatch
2021 ADMINISTRATIVE POLICY BOARD MEMBERS

Representation	Member	Contact Information	Alternate Member
<i>Board of Commissioners (Chairperson)</i>	Mr. Kam Washburn (Non-voting) 5201 E French Rd. Elsie, MI 48831	Phone: (989) 862-5565 wash@mutualdata.com	
<i>Board of Commissioners (Appointee)</i>	Mr. Ken Mitchell (Non-voting) 15725 Grove Road Lansing, MI 48906	Cell: (517) 899-5334 KMitchellCC@gmail.com	
<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 Expires: 12/31/2022	Cell: 517-204-8600 dstrahle@eagletownship.org	
<i>Clinton County Sheriff</i>	Sheriff Larry Jerue Clinton County Sheriff's Office 1347 E. Townsend Rd. St. Johns, MI 48879	Office: (989) 224-5200 Fax: (989) 224-5254 jeruel@clinton-county.org	Undersheriff Fritz Sandberg Clinton County Sheriff's Office 1347 E. Townsend Rd. St. Johns, MI 48879 sandberg@clinton-county.org
<i>EMS</i>	Director Lynn Weber -Chair Clinton Area Ambulance PO Box 203 St. Johns, MI 48879 Expires: 12/31/2022	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 Joe Spagnuolo Dewitt Area Fire 414 E. Main St. Dewitt, MI 48820 Expires: 12/31/2022	Office: 517.669.5004 Fax: 517.669.6420 jspag@dewittmi.org	<i>VACANT TBD</i>
<i>Michigan State Police</i>	F/Lt. Detrich Speights Lansing Post 11 7119 N. Canal Rd. Lansing, MI 48913	Office: (517) 322-1907 Fax: (517) 322-0483 speightsd@michigan.gov	Lt. Aric Dowling Lansing Post 11 7119 N. Canal Rd. Lansing, MI 48913 dowlinga@michigan.gov
<i>Police (City)</i>	Chief Bruce Ferguson -Vice Chair DeWitt City Police Dept. 414 E. Main St. DeWitt, MI 48820 *Expires: 12/31/2022	Office: (517) 669-9131 Fax: (517) 669-9018 bferguson@dewittmi.org	Chief Dave Kirk St. Johns Police Dept. PO Box 477 109 E. State St. St. Johns, MI 48879 Office: (989) 224-6721 Fax: (989) 224-2320 dkirk@ci.saint-johns.mi.us
<i>Police (Township)</i>	Chief Lyle Lindemulder Bath Township Police Dept. PO Box 247 14480 Webster Rd. Bath, MI 48808 *Expires: 12/31/2021	Office: (517) 641-6271 Fax: (517) 641-4170 llindemulder@bathtownship.us	Chief Mike Gute DeWitt Twp. Police Dept. 1401 W. Herbison Rd. DeWitt, MI 48820 Office: (517) 669-6578 Fax: (517) 669-6583 mgute@dewittwp.org

**CLINTON COUNTY CENTRAL DISPATCH
2021 TECHNICAL ADVISORY COMMITTEE MEMBERSHIP**

<p>Director Christine Collom (Non-voting) Clinton County Central Dispatch 100 E. State St., Suite 1400 St. Johns, MI 48879 Work: (989) 224-3580 Fax: (989) 224-3758 Pager: (517) 794-2995 collomc@clinton-county.org</p>	<p>Mr. Aaron Schulz, Operations Supervisor Clinton County Central Dispatch 100 E. State St., Suite 1400 St. Johns, MI 48879 Work: (989) 227-6484 Fax: (989) 224-3758 schulza@clinton-county.org <i>Clinton County Central Dispatch Representative</i> Expires Dec. 31, 2021</p>
<p>Lt. Jeff Clarke Clinton County Sheriff's Office 1347 E. Townsend Rd. St. Johns, MI 48879 Work: (989) 227-5203 Fax: (989) 224-1382 clarkej@clinton-county.org <i>Sheriff's Office Representative</i> Expires Dec. 31, 2022</p>	<p>Tom Helms, EOC Manager (Non-voting) Emergency Services 1347 E. Townsend Rd. St. Johns, MI 48879 Work: (989) 227-6528 helmst@clinton-county.org</p>
<p>Chief Mike Gute- Chair DeWitt Twp. Police Dept. 1401 W. Herbison Rd. DeWitt, MI 48820 Work: (517) 669-6578 Fax: (517) 669-6583 mgute@dewittwp.org <i>Twp. Police Representative</i> Expires Dec. 31, 2021</p>	<p>F/Lt. Dietrich Speights Michigan State Police Lansing Post 7119 N. Canal Rd. Lansing, MI 48913 Work: (517) 322-1907 speightsd@michigan.gov <i>Michigan State Police Representative</i> Alternate: Lt. Aric Dowling, dowlinga@michigan.gov</p>
<p>Dennis Palmer Mercy EMS 1422 E. Michigan Ave. Lansing, MI 48912 Phone: (517) 482-1245 denpalmer@comcast.net <i>EMS Representative</i> Expires Dec. 31, 2021</p>	<p style="text-align: center;">VACANT TBD <i>Fire Representative</i> Expires Dec. 31, 2022</p>
<p>Chief Al Goodrich- Vice Chair Ovid Police Department 114 E. Front Street P.O. Box 138 Ovid, MI 48866 Phone: 989-834-5335 Fax: 989-834-5254 ovidpd@mutualdata.com Expires Dec. 31, 2022</p>	

CLINTON COUNTY, MICHIGAN

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

Budget and Actual - 911 Central Dispatch

For the period ending: [August 31, 2021](#)

	Original Budget	Revised Budget	Actual Total	% of Budget
Revenues				
Current and delinquent property taxes	\$ 2,500,000	\$ 2,500,000	2,550,372.74	102.01%
State Surcharge	220,000	220,000	131,801.00	59.91%
State Training Funds	15,000	15,000	6,062.00	40.41%
Interest	10,000	10,000	7,442.09	74.42%
Tower Rent	5,000	5,000	0.00	0.00%
Miscellaneous (Includes Proj #26107 Reimbursements & Public Sfty/Hlth t	35,000	35,000	176,239.73	503.54%
Total revenues	2,785,000	2,785,000	2,871,917.56	103.12%
Expenditures				
Operations	2,077,718	2,179,841	1,206,662.87	55.36%
State Training Funds	18,000	18,000	16,201.48	90.01%
P25 project	-	5,112,846	1,921,896.07	37.59%
Total expenditures	2,095,718	7,310,687	3,144,760.42	43.02%
Revenue over (under) expenditures	689,282	(4,525,687)	(272,843)	6.03%
Net change in fund balances	689,282.00	(4,525,687.00)	(272,842.86)	-
Fund balances, beginning of year	\$ 9,307,991.30	\$ 9,307,991.30	9,307,991.30	\$ -
Fund balances, end of year	\$ 9,997,273.30	\$ 4,782,304.30	\$ 9,035,148.44	\$ -