

**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