



**Meeting Minutes of the APCO Meeting  
Thursday, October 27, 2022  
2:00 pm  
Zenders of Frankenmuth**

**Meeting called to order** at 2:00 p.m. in Frankenmuth

**Greetings/Pledge of Allegiance**

**Approval of Agenda** – Motion to approve the agenda made by Dave Rapacz and seconded by Kelly Cunningham. Motion carried.

**In Attendance:**

Michelle James	Kim Ostin	Sandra Nielsen	Tyrone Kelsey
Dreama Arnett	Rich Feole	Jeff Troyer	Torie Rose
Patricia Coates	Michael Armitage	Robert Stahelin	Dave Plumb
Jeremy Ludwig	Lance Langdon	Bill Troskey	Jim Hansen
Kat Reynolds	Scott Reynolds	Larry Stidham	Dominique Clemente
Keith Bradshaw	Kyla Carranco	Elizabeth Howland	Marie Gleesing
Jeff Koch	Nicole Face	Rich Rybicki	Samantha Sturgis
Joni Harvey	Phyllis Fuller	Kevin Booth	Cynthia Fell
Angela Elsey	Andrew Ruddy	Lindsey McCord	Hayley Loose
Eric Hutchinson	Theresa Hart	Stacie Hansel	Jerry Nummer
Rich Uslan	Kate Jannereth	Jeff Kelley	Greg Farrer
Joe Bertram	Melissa Brunke	Vimal Kumar	Leah Edgell
Erica Nageldinger	Chris Collom	Dave Rapacz	Kelley Cunningham

**APCO New Member Report** - Dave Rapacz reported; since September the chapter has 545 members; 3 new members: Steve Kuhns PFN, Brent Lajoie PFN and Rich Feole Retired.

**APCO Minutes** – Michelle James reported; Motion to approve made by Phyllis Fuller, supported by Dave Rapacz. Motion carries.

**APCO Treasurer’s Report** - Phyllis Fuller reported;

Checking Account Income:	\$648.00
Expenses	\$1,057.93
Checking Account Balance as of 9/30/22	\$32,989.62
Schwab Account Balance as of 9/30/22	\$75,973.50
Total Balance	\$108,963.12

Motion to accept report made by Pat Coates, supported by Dreama Arnett. Motion carries.

**Quick Learn:** Motorola Presented on Cybersecurity and Dynamic System Resilience

**Committee Reports:**

**APCO National** – Kim Ostin reported; Plans are underway for the 2023 Conference & Expo being held in Nashville, Tennessee on August 4-7. The Call for Speakers is currently open, and you can get further information and submit your session idea from the APCO website.

There is a call for nominations to serve as Host Committee Chair for the 2024 Conference & Expo in Orlando, Florida. More information can be found on the APCO website with the nominations closing on December 1<sup>st</sup>, 2022.

There is an upcoming webinar which is free for APCO member on Training, Retraining and Creating an Emergency Comm Center Dream Team on Tuesday, November 8<sup>th</sup> at 1:00 pm.

**Nexus:** The 9-1-1 Experience is being held November 2 & 3 in Arlington, Virginia. You can register for this event on the APCO or Michigan APCO websites. At this event Nexus uses real-life scenarios including the Surfside, Florida building collapse, to focus on the communications between 9-1-1 professionals and the citizens and responders they serve.

October is Cybersecurity Awareness Month and with this in mind, APCO has created a series of short videos with cybersecurity tips and useful information. You can access these from the website home page.

During the coming year there are several standards that are due for revision. If you are interested in being a part of this process, watch for the announcements asking for volunteers to work on the groups that will be put together for each of the standards. The requests will be posted on the PSConnect and PSC eNews platforms. Feel free to contact Kim if you have any questions about this process.

On November 7<sup>th</sup>, APCO Executive Council and Director Poarch held a groundbreaking ceremony to celebrate the expansion of APCO headquarters in Daytona Beach, Florida. The action will include a 4700 square foot addition to the existing building that will allow for additional offices, meeting rooms, and a doubling of the existing conference and training room space. The project will be completed by the end of December 2023.

**Commercial** – Larry Stidman reported; Jason Bernard is now the new leader of National APCO Commercial Advisory Council. We will be having our annual meeting at the headquarters in Daytona Florida in February 2023. C-CAM is currently working on many things to help PSAPs interface with your industry partners and to do education on how you can utilize your local C-CAM to help with all kinds of things. Videos have been created and those will be coming out. More information coming on that. We have our Joint Michigan Conference coming in April and we will be looking for industry partners for that. Joint memberships meetings with APCO/NENA will start back up in January. We always have an opportunity for an industry partner to present at the meetings and we are looking for industry partners who might be interested in presenting. If you have any suggestions that might benefit the group, please pass along and I will be happy to get in contact with them.

**Historical** – Rich Rybicki reported; here we are again at Frankenmuth, 68years. That’s historic in itself! I have a copy of the local Eaton County Newspaper dated October 8, 2022, with an article “Eaton County Employee’s receive Michigan APCO State recognition, Kelly Cunningham and Nathan Nighbert”. This isn’t just an article by a reporter, this is a note from the county supervisor. Our Chapter’s Charter is on display here. It will also be on display at the annual Joint Conference. It will also be on our new APCO website. This will be a great tool for anyone looking to achieve their RPL. Rich is also on the APCO National Historical Committee and can’t wait for their next conference call so he can tell them about the Michigan Chapter website because it is very thorough. There is only a few other Chapters that have that much history posted on their website.

**Training/Membership Activities** – Dave Rapacz reported; we have a training coming up on November 1<sup>st</sup> and 2<sup>nd</sup> at Oakland Community College. It is on Disability Awareness Training. It’s a new training by Niagara University. This is the first time they have presented here. Registration is still open. It is a one-day 8hour course. We are working on trainings for next year. If you have any questions or if you would like to join the committee, please contact Dave or Kim Ostin.

**APCO Awards** – Kelley Cunningham reported; social hour starts at 5pm, dinner will be served at 6pm and awards will follow dinner. The new website will have the forms where you can enter your 2023 nominations. The links are live so that if an incident happens, you can fill out the form while it is fresh in your mind. We will start promoting that after the first of the year.

**Professional Development** – Cynthia Fell reported; APCO RPL Scholarship for Professional Development will be open January 1, 2023. If this something that you have been thinking about and cost was a factor, there are avenues for you to get funding for you to pursue your RPL certification. 911der Women has \$20,000 funding that is open now until January 6, 2023.

**Nominating Committee** – Sandra Nielsen reported; the 2022-2023 board will be sworn in tonight with the addition of Dave Plumb as our 2<sup>nd</sup> VP.

**CJIC** – Jeremy Ludwig reported; not much happening right now. Firearm sales and Juvenile records that was discussed. We will learn more in the next couple of months, possibly in the next meeting in February. The CJIC meetings are an opening meeting that is open to anybody.

**Legislative Report** – Michelle James reported for Jordyn Sellek; Lansing will not be back to work until after Thanksgiving. Then they will come back for 9 session days. This is a Lame Duck year because it is the end of a session. Lame Duck can mean crazy or boring. All depends on what happens with the elections. However, I don’t see a scenario in which we see a crazy Lame Duck, no matter what, you have a side that can stop a vote.

They will return in January; this will be a new session. So, any previous bills from the last 2 years that did not become law will have to be resubmitted and will have a new bill number. They still have about \$6B to spend. We will keep you posted on anything that affects 911/public safety.

**State 9-1-1 Committee** – no report.

**State 9-1-1 Administrator** – Theresa Hart and Joni Harvey reported;

**Text-to-911:**

Currently 82 counties and three Wayne County Service Districts have deployed Text-to-911 coverage in Michigan:

Population coverage – 91.79%

Land coverage – 99.45%

**MiSNAP:**

The latest Bug fix deploy to correct issues with the continuing education count have been deployed. Please review your employee counts and contact Theresa if you have any concerns. Thank you for your patience.

Please make sure new employees are setting up accounts and requesting access to MiSNAP within 30 days of employment. They will need to be in MiSNAP for you to claim their training hours on your 2023 Training Fund Application. If you have had anyone leave that did not set up an account, please email the information as soon as possible to Theresa so one can be created.

**2022 Training Fund Distribution:**

The second distribution of 911 Training Funds was approved at the SNC meeting held in September. With one PSAP closure (Milan PD), the FTE count was reduced to 1,742.

**Next Generation 911 Grant:**

If you are a PSAP director and have not submitted the GIS User Request form or have determined from the training it was filled out incorrectly, please submit a new form ASAP, so we are able to include proper roles in upcoming training sessions. We will continue to reach out as more training is made available.

If your area is not participating in the 911 GIS Repository, just a reminder this will be the avenue used in the future for location-based routing on emergency 911 calls. If you have questions about the repository, reach out to Joni and she will get you in touch with Mark Holmes. If you are on with PFN, you can contact Tim McKee for questions on call routing.

**Other Activity of the State 911 Office**

- The 2020-2021 audit of the E-911 fund with the Office of the Auditor General is currently in progress. We are expecting this to come to a close in the next month or two.
- Just a reminder 3G network decommissioning started in February 2022 and will be complete in December:
  - [AT&T](#) – February 2022
  - [Sprint](#) – March 31, 2022 (June 30, 2022 – LTE Network)
  - [T-Mobile](#) – July 1, 2022 (2G will also be decommissioned the date has not been released)
  - [Verizon](#) – **December 31, 2022**

- The 988 soft launch occurred in July. Common Ground has hired Amanda Girard as their coordinator to work directly with the PSAP directors to coordinate the roll out of 988 in each respective region of Michigan. The 911/988 workgroup is still meeting to help with improvements during the roll out. There have been many questions posed after the MCDA meeting and the workgroup is addressing. Vibrant, the national 988 contractor, still prefers no marketing. However, with the news media, NENA, and other educational messaging that has gone out about 988, we are following up with MDHHS on when we can participate with our public safety partners and/or do some of our own educating.
- The NENA 988 Standard and Best Practice is in the final phases of completing the first draft.
- The State and Local Cybersecurity Grant Program (SLCGP) stakeholder workgroup has been meeting for the last several months to begin planning for the upcoming federal cybersecurity grant. I am on several of these groups representing 911. We are currently working on finalizing items needed to apply for the grant and will then begin a large communication and outreach process.
  - Additional information on the cybersecurity grant: \$1B nationwide for cybersecurity.
  - 4 grant cycles, 1 per year FY beginning FY22. Each are 3-year performance periods.
  - Deadline to apply is Nov 15
  - Must identify Planning Committee members but this can be modified.
  - Statewide cybersecurity plan is due by Sept 2023 as long as a waiver is accepted.
- To assist with recruiting for the 911 centers in Michigan, we have created a tab on the SNC website for “Employment Opportunities”. The tab initially shows the state of Michigan divided up into counties and regions that you can click on, then you will get a list of 911 centers in that area. The list of 911 centers are hyperlinks to each centers hiring webpage for easy access to applications. If any of you have other recruiting methods that may assist our 911 centers, please contact me.
- This form was shared in the Emergency Alert System workgroup that will give a few helpful tips in preparing and sending out local emergency alerts and information. The form does not save the information and has a character counter for the different forms of social media.  
[R1 Alert and Warning \(jotform.com\)](https://jotform.com)

**Technical** – Jeff Kelly reported; we are continuing to fill vacancies with MPSCS. We are still working on the dispatch console upgrades throughout the state. Consumer Energy officially cut over this month. We are working this month to cut over the channel additions for DTE. DTE will officially start cutting over subscribers in November. We are currently targeting November for the “go live” of the new Kalamazoo simulcast. We continue to work with Oakland and Menominee.

Brad Stoddard reported; a year or so ago some of you had some conversations around Cybersecurity. I want to open it up to anyone that is interested in working with us to help identify some opportunities that are out there within the PSAPs. Contact me later this evening or send me an email.

**Frequency Coordination/MPSFAC/700Mz** – Pat Coates reported; the MPSFAC Committee met this morning. We get our authority from the Federal Communication Commission (FCC). We are tasked with a couple of things, develop plans for deployment and use of 800 and 700 MHz frequencies. We also review your applications. If you are adding frequencies or adding tower sites, we have to review all of those before it can actually go to the FCC for approval. We did approve 2 applications this morning for the Upper Peninsula. We had a third application that was sent back to the applicant. Our main goal is to make sure that your application makes sense and also that you don't interfere with any of your neighbors, either in Michigan or adjacent states or Canada. Today we had a lot of discussions about interoperability and the use of encryption because Oakland Counties new system will be encrypted in a way that is a little different than other places. We will be part of APCOs new website. We are very excited about that. It will make it a lot easier for any of you who have to have applications to take a look at what those plans are, what the rules are and what the application process is. We meet about 6 times a year. Applications are due 2 weeks before our meeting. The next meeting is January 12, 2023, in Pontiac.

Keith Bradshaw reported; we met this morning and discussed the 4.9GHz band. Some of you may have gotten an email from Pat asking you to try and identify areas in your jurisdiction that are using 4.9GHz equipment. Thank you to all those who responded. Some of you may not have this information and even know where to ask. The FCC is going to have another proposed "Rule Making" I suspect. In the last 10 years they have had 8. There seems to be no consensus of what the FCC wants to do with the band. One of the main ideas is to let the service people like Consumers Energy or DTE come on. They do realize that we, the Public Safety Community, who already have deployed equipment, need to keep that equipment on the air. It doesn't seem like there is any idea that the FCC is going to take it away from us. We put some comments in as Region 21 with the MPSCS. Our stance is Public Safety should be left alone; we need this spectrum. Don't take it away from us but make some kind of decision. On the 700MHz side, FCC National Regional Planning Committee, which is a collection of all regional planning chairs, all 55 of them, are going to put some comments together about the FCCs idea of taking the state frequencies that were originally allotted and putting them in a general pool. The MPSCS and Region 21 will work on some comments. We are going to have a united front in this. On the 800MHz side, some of the channels are being used in Indiana. Why can't we use them here? We can't use them here in some areas because of Canada. We do have to coordinate with Canada.

**MCDA** – Angela Elsey reported; MCDA last met October 11<sup>th</sup> in Bay City. Our next meeting is scheduled for Friday, December 2<sup>nd</sup> in Port Huron which is immediately following the New Director School. New Director School Part 2 is scheduled for November 30<sup>th</sup> and December 1<sup>st</sup> in Port Huron at the Blue Water Training Center. Registration is still open, but we will be closing it on November 11<sup>th</sup>. If you haven't registered yet, but plan to attend, make sure you do that soon. The group rate for the rooms have expired and our block is full however, the hotel will still honor our group rate under the government discount so if you have not booked a room yet just advise them that you are traveling there with MCDA, and you would like the government rate of \$85 a night. MCDA membership is not required to attend so if you have a supervisory staff, management staff that you are planning to send, you can do that without them being a member. We will be providing continental breakfast, snack breaks and buffet lunch, water and coffee both days. Director School Part 2 is not a repeat of Part 1. Part 1 is not a prerequisite for Part 2. Nominations for MCDA Executive Board for 2023 will open in November for the positions of Secretary, Treasurer and SNC Representative. Announcements of 2023 Board will be made at the December 2<sup>nd</sup>

meeting. If you are considering in throwing your name in for nomination, but would like some more information about Executive Board involvement, please seek one of us out.

**Michigan NENA** – no report. Chris Collom did report that our next Joint meeting is scheduled for January 26, 2023. It will be a virtual meeting. So, if you go to our new website, you will have all the web links to go to that.

**Joint Michigan Conference** – Kelley Cunningham reported; plans are underway for the 2023 Conference which will be held April 17-20, 2023, at the Radisson in Kalamazoo. Registration will in January of 2023. We are working on finalizing our last Keynote Speaker. Calls for Papers will open soon. The 2024 & 2025 Conferences will be held in Muskegon.

**APCO OLD BUSINESS** – Kelley Cunningham reported;

***Introduction of APCO new Webpage***

In January of 2022 the board asked the membership, and it was approved to spend funds to update our webpage. We thank the membership in allowing us to move forward with this and I think you are going to be very happy with what you see.

Kelley gave a presentation of the webpage to the membership. Our 1<sup>st</sup> Annual Photo contest for the new webpage was announced, Macomb County was the winner, and their picture will be on the webpage home page through October 2023. MPSFAC will also have a tab on our webpage.

Historical fact, the first APCO Chapter meeting was held at the Detroit Police Radio Station on February 4, 1934, and 1954 was the 1<sup>st</sup> APCO Annual Awards Dinner held and sponsored by Motorola.

Chris thanked Kim Ostin for maintaining our old webpage for years.

**APCO NEW BUSINESS** – Chris Collom reported;

***9-1-1 Goes to Washington***

In 2022 we had voted to send a board member and a member at large. Due to a lot of issues with the pandemic and the changing of the dates we ended up having to cancel sending anyone. The Executive Board met this morning and decided we would recontact the 2022 member at large that was chosen to represent APCO at 9-1-1 Goes to Washington. If she is still interested and permitted to go, she will be chosen to go for 2023. This year the board has decided that we will be sending two people because not everybody on the board has been there before and we think it is important to do the continuity. So, someone that has been to 9-1-1 Goes to Washington knows what's going on and will train the new people so we always have that experience moving forward. So, this year two board members and a member at large will be going. If for some reason the 2022 member at large is not able to attend, we will push that out through a news blast and announce that is December or early January because mid-February is when 9-1-1 Goes to Washington is held.

***Bylaw and Policy Manual Revisions*** – Sandra Nielsen reported;

There is a proposed Bylaw revision that we wanted to do. We are also working on some Policy Manual revisions and that is on there as well that we discussed at our Executive Board meeting this morning as well. The Bylaw revision issue came up when we had a vacancy in one of our positions on our board and

how that would be filled. Between the Bylaws and the Policy Manual, there was a discrepancy. We did follow the Bylaws in filling that vacant position however, we do want to get the Bylaws and Policy Manual the same.

Proposed Bylaws revisions:

Article VI – Officers

6.10 – Vacancies

6.10.1 Currently reads:

Should the office of President or Vice-President of this Chapter become vacant for any reason, the office shall be filled by advancement in rank, leaving the office of Second Vice-President unoccupied until the next annual election of officers.

Proposed wording:

Should the office of President or Vice-President of this Chapter become vacant for any reason, the office shall be filled by advancement in rank.

We want to remove “leaving the office of Second Vice-President unoccupied”. The reason for that is like tonight, we are going to swear in a new board. If something happens in December or January, that position is going to be left vacant for quite some time and also leaves an even number on the board. We want to make sure that that position does get filled by appointment but in the Policy Manual, it states that the vacancy “maybe” filled. If we are down to the last month or two of the current board, we might not necessarily need to fill that position, but we want to make sure that there is not huge gap in filling that position. This will be posted on our website. We do have to post it for 30days before we can vote on it. We will be voting in January.

We are also going to add the Sgt-at-Arms to 6.10.2 since it was not listed.

If you have any questions, concerns or input, you can send those to Chris Collom.

***MI-APCO hosting – Occupational Analysis*** – Kim Ostin reported;

Kim has talked about this in the past as far as revising the APCO Standards. Right now, we have 3 Occupational Analysis scheduled for November 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> in Oakland County. They are going to deal with updating current standards that exist. Communications Training Officer is being held on November 10<sup>th</sup>. Communications Training Coordinator is being held on November 11<sup>th</sup>. Communications Supervisor is being held on November 12<sup>th</sup>. Looking for 5 to 6 people for each of the panels. It is a one-day thing that includes lunch. You get to work with a bunch of other subject matter experts. You look at the standard and decide whether it needs to be revised or not, if technology needs to be added to the standard. It’s a whole process that you work through during the day. Once it is done it is turned over to the SCC working group. If you are interested, please see Kim for further information.

**Business meeting recessed at 3:37**



**Reconvened Business meeting at 7:47**

**Presentation of Special Awards:**

**2022 Registered Public-Safety Leaders (RPL)**

Samantha Sturgis - Fenton Police Department

Leah Edgell - Calhoun County 9-1-1

**Presented by Christine Collom**

**2022 President's Award**

Keith Bradshaw - MPSFAC

**Presented by Christine Collom**

**Presentation of the 2022 Chapter Awards:**

**2022 Information Technologist of the Year**

Nathan Nighbert - Eaton County Technology Services

**Presented by Francis D'Huyvetter**

**2022 Radio Technologist of the Year**

Michigan Public Safety Communications System (MPSCS)

**Presented by Christine Collom**

**2022 Team of the Year**

Macomb County 9-1-1

Team Members: Dylan Jones, Samantha VanVooren, Sara Meisel, Lindsey McCord, Hayley Loose, Angela Kaatz, Jody Gorney, Stephanie Neumann, Leah Monacelli, Tammy Labiak, Courtney Kiwicz, Jeffrey Gillette, Megan Gale, Amanda Dudek, Michael Valken, McKinley Sandvik-Hurt, Jasmine Kovacevic, Derrick Jones, Briana DeMattia, Alexandria Swinburnson, Jonathan Piornack, Jacob Franklyn, Kathleen Gardner, Andrew Ruddy, and Kathleen DeYoung

**Presented by Angela Elsey**

**2022 Supervisor of the Year**

Kevin Booth - Ionia County 9-1-1

**Presented by Phyllis Fuller**

**2022 Trainer of the Year**

Erica Nageldinger - Calhoun County 9-1-1

**Presented by Michael Armitage**

**2022 Director of the Year**

Kelley Cunningham - Eaton County 9-1-1

**Presented by Libby Howland**

**2022 Telecommunicator of the Year**

Dylan Jones - Macomb County 9-1-1

**Presented by Angela Elsey**

**2022-2023 Chapter Officers Presented/Chapter Oath of Office Administered:**

**Induction of 2022-2023 Officers**

Christine Collom, President

Dave Rapacz, 1<sup>st</sup> Vice President

Dave Plumb, 2<sup>nd</sup> Vice President

Kelley Cunningham, Sergeant at Arms

Michelle James, Secretary

Phyllis Fuller, Treasurer

Sandra Nielsen, Immediate Past President

Kim Ostin, Executive Council

**Presented by Sandra Nielsen**

**2023 Chapter President Address** - Presented by Christine Collom;

Chris thanked the 2021-2022 board members for their guidance, support and all the hard work this past term and welcomed Dave Plumb to the board. Also recognized Larry Stidham as our Commercial Representative and Lisa Hall as our SNC Representative. We have already started our goal planning for 2022-2023. We are excited and will announce those in January.

*Meeting adjourned at 8:31 p.m.*

Respectfully submitted,

Michelle James

Secretary, Michigan APCO Chapter

**The next meeting will be  
APCO/NENA JOINT MEETING  
Thursday, January 26, 2023  
Virtual Meeting  
10:00 am  
Link is on our website**