

Michigan Public Safety Frequency Advisory Committee  
 Meeting Minutes  
 June 20, 2013  
 4000 Collins Rd, Lansing, MI

**Member Attendance**

Member	Affiliation	Present	Excused	Absent
Keith Bradshaw – Chairperson	MI APCO- Frequency Advisor	X		
Dale Berry – Vice Chairperson	MI Association of Ambulances	X		
Patricia Coates – Secretary	MI APCO	X		
Brent Williams	MI APCO-Alternate Frequency Advisor	X		
Mel Maier	MI Sheriff’s Association		X	
Dan Robinson	State of MI – DNR	X		
Thomas Briggs	MI Department of Transportation	X		
Steve DeWitt	MI Association of Chiefs of Police			X
Mark Jongekrijg	MI APCO		X	
Rick Martin	State of MI – MSP		X	
Kasey Mlujeak	State of MI – Corrections		X	
Bill Nelson	MI Association of Fire Chiefs	X		
Joe Turner	MI Municipal League		X	
Kathy Vosburg	MI Association of Counties	X		
Mark Sandberg	State of MI – MPSCS	X		
Catherine Henning	State of MI – MPSCS (Alt)		X	

**Other Attendees**

None

**I. Call to Order**

The meeting was called to order by Mr. Bradshaw at 10:00 AM

**II. Introductions**

Attendees introduced themselves.

**III. Approval of Agenda**

Mr. Bradshaw requested the addition under New Business regarding the compilation of minutes, inter-regional notification and approval letter signature in the absence of the Chair. **Motion** by Vosburg, supported by Nelson, to approve the agenda as amended. Motion carried unanimously.

**IV. Approval of the Minutes of the April 18, 1013 meeting.**

Attendance for Ms. Mlujeak to be corrected. **Motion** by Vosburg, supported by Nelson, to approve the minutes as amended. Motion carried unanimously.

**V. Applications**

**A. Old Applications**

1. None

**B. New Applications**

1. Oceania County COW for Rothbury Festival

This item is for information purposes only, as the six channels are already on the air

2. No other new applications

## **VI. Subcommittee Reports**

### **A. Interoperable Communication Subcommittee**

No Report

### **B. Engineering/Technical Subcommittee**

No report.

### **C. Revised 800 MHz Plan**

The comment submittal period ended on June 18, and the Reply period is now open. Approval within the next month is anticipated.

## **VII. Old Business**

### **A. None**

## **VIII. New Business**

### **A. Compilation of Minutes**

The committee would like to compile all of the minutes electronically in PDF with searchable text. Ms. Coates has several years' worth of minutes in Word, and a box of legacy hard copy documents from prior secretaries. She will attempt to assess the extent of the work required, and Ms. Vosburg will see if a student is available to compile them

### **B. Inter-regional Notification**

An inter-regional concurrence procedure needs to be developed for applicants within 70 miles of the borders. The Committee determined that the applicants should obtain concurrence documentation if there is a deviation from the sort or if there is a potential for interference in the contours.

### **C. Application Approval Process in Absence of Chair**

**Motion** by Berry, supported by Nelson, that the Frequency Advisor or Alternate Frequency Advisor may approve STAs and report back to the Committee if time does not permit a Committee meeting. Motion carried unanimously. Mr. Berry will see if the letterhead can be modified.

### **D. Other**

No other new business

## **VIII. Next Meeting Date.**

The next meeting will be August 1, 2013 in Marshall

## **IX. Adjournment**

**Motion** by Nelson, supported by Williams, to adjourn. Motion carried unanimously. Meeting was adjourned at 11:05 AM.