

MICHIGAN APCO CHAPTER MEETING

MARCH 24, 2009 - SHELBYVILLE, MICHIGAN

Meeting called to order at 10:15 a.m. by First Vice-President, Dreama Arnett. She welcomed those in attendance and thanked Bonnie Morton for making the meeting arraignments and hosting the training today and tomorrow. She also thanked Pat Anderson for facilitating the ENP study work group held before this meeting.

The **Pledge of Allegiance** was led by Dreama Arnett, who then made a motion for approval of the **Agenda**. Motion was seconded by Phyllis Fuller and carried.

Rich Feole, Second Vice-President, reported that there were seven new chapter members.

Jeff Troyer, Sgt-at-Arms, began the **Introductions**,

Secretary, Kim Ostin, presented the **Minutes** as posted on the chapter website and requested a motion to approve them. Motion made by Kevin Walk and seconded by Sandy Nielsen. Motion carried.

Carrie Perialas was not present to make the **Treasurer's Report**.

No **President's Report** at this time.

Training Committee Bonnie Morton reported that the training following the meeting is full and new training announcements statewide are updated monthly on the chapter website.

Professional Development Dreama Arnett reported that NICE had announced awards they are presenting to acknowledge workers in the telecommunications industry.

Engineering/Technical Dave Hayhurst gave the report for Mike Muskovin, who was unable to attend the meeting. Mike attended the APCO Winter Summit, which dealt with 800 MHz banding, narrow banding and next Gen 9-1-1.

Dave also stated that if your agency is looking to purchase new radios, make sure they are P25 capable, as future grant funding might require this. Fire pagers must also be narrowband compliant

Frequency Coordination/MPSFAC/700MHz Dave Held reported for both groups. He stated that frequency coordination applications are low. If you are modifying your license, add narrow band modulation. This is free.

The 700 MHz plan was approved by the FCC. The paper is posted on the APCO chapter website.

The 800 MHz frequency change is nearing completion. There are still a few frequency changes involving Canada that are being worked on. Due to all of these changes, there is a need to modify the state plan. The next meeting will be held on April 9th at the Collins Road facility. There are also plans to hold a meeting in conjunction with an APCO chapter meeting to afford more chapter members the opportunity to get involved with this committee and work on the changes.

Jim Fyvie added that the committee had developed a nomenclature document to put together a radio system. It is on the MCDA and APCO websites.

Activities and Membership Dreama reported that National APCO had sent out a listing of members who had not renewed their memberships. Kim Ostin stated that she had a copy of this list and asked the members present to look it over to determine whether some of those on the list may have retired or left their agencies. This will assist the board in identifying those who may still be interested in renewing their membership.

Commercial Jeff Vezina was unable to attend but provided a paper on Next Gen 9-1-1 recording. This paper deals with infrastructure information for voice text, Telematics and multi-media recorder needs for agencies.

State 9-1-1 Representative Jim Fyvie made the report for Chris Schultz and Harriet Miller-Brown. He stated that Telecommunicator Week is April 12-18th this year. Certificates of appreciation from the State 9-1-1 Committee will go out to the state's PSAPs acknowledging this.

The IP feasibility study is progressing as are the compliance reviews

Tracphone has not been paying the state surcharge and the committee is looking into legal recourse

The Emerging Technologies committee went over grant potentials

The Training Committee advised there are still a number of agencies not utilizing the funding for dispatcher training and are having to return money to the state. There were 163 applications received. Of these, 127 were approved, 32 had not spent their money down and 4 agencies did not comply. They are also working on determining the minimal cost to train new and experienced dispatchers in conjunction with the proposed minimal state training standards. They would also like the state turnover rate to help determine the cost. Nationwide the rate is 19%.

A motion was made and supported to the Public Safety Commission to retain the wording on the current state .19 wireless surcharge.

National Lloyd Fayling was unable to attend the meeting, however, his report is attached

Awards Committee Cheri Bartram provided a sheet giving the award levels and website location to find the forms for making a nomination to recognize a co-worker this year.

Fall Conference Jeff Troyer reported that the conference plans for "It's a Great Country!" were moving along. There will be a committee meeting following the training today. The "Call For Papers" has been sent out and vendor letters will be going out shortly. There will be online registration and payment for attendees and vendors this year on the chapter website.

Historical Rich Rybicki was not present to make a report.

Nominating Committee Kevin Walk asked that anyone interested in serving on the Executive Board or working on the committee, please contact him.

Newsletter Sandy Nielsen reported that she has only received two submissions

Web Page Mike Muskovin continues to update the chapter website as new information is received. Most notably, Mike has added a list of past chapter presidents dating back to 1944 on the Board Page. In addition, there is a news section link on every page to allow users to send a message to Kim Ostin to be included in the chapter emails. In an attempt to measure the visibility, usefulness and visitor trends of the Michigan APCO website, he has begun an automated statistics gathering program. All visits to the site will be recorded and summarized to provide reports. A summary of the trends for February follows. There were 494 page requests with the most requested pages listed in descending order: Board, Meeting, Training, Jobs, Annual Conference, Newsletter, Membership, History and Annual Awards.

State 9-1-1 Administrator Report made previously by Jim Fyvie.

NENA Karen Chadwick was unable to attend the meeting, however a report was provided to Kim Ostin and included the following:

Congressman Mike Rogers (R-AL) will be the keynote speaker for 9-1-1 Goes to Washington. Senator James Timilty, the Chief of the FCC's Public Safety and Homeland Security Bureau, Director of the DHS Office of Emergency Communications, representatives from the National 9-1-1 Office, the National Telecommunications and Information Administration and the Rural Utilities Service will join him.

Information on call taker training regarding Video/IP Relay emergency calls can be found on the NENA website. You can get all documents and links to three video clips at:

<http://www.nena.org/pages/ContentList.asp?CTID=84>

The FCC mandated that by December 31, 2009, VRS and IP Relay service providers must deliver emergency calls to PSAPs via existing 9-1-1 networks. This includes providing on the ANI/ALI screens the caller's registered location and callback number. NENA & APCO collaborated to develop a training package for communication centers throughout the United States to use to assist in educating call takers about these services.

NENA Technical Requirements Document on Model Legislation, E9-1-1 for Multi-Line Telephone Systems NENA 06-750, Version 2 February 19, 2009, was completed and posted to the NENA website. It includes changes in IP technology, training and the use of building code fire zones to facilitate the creation of the Emergency Response Location. A companion technical document (06-502) was created to aid in educating policy officials, government agencies and users of MLTS systems specific to 9-1-1 obligations. The document and diagrams discuss many of the issues related to the location of individuals during emergencies in the MLTS environment and outlines the current suggested methods of dealing with the challenge as recommended by the NENA MLTS Policy Work Group. Document may be viewed at:

<http://www.nena.org/pages/Content.asp?CID-309&CTID=5>

The state conference will be held at the Lansing Sheraton May 18th – 20th. There will be a pre-conference course offered on Next Gen Employee for the Next Gen PSAP. Registration and conference information can be obtained from the NENA website.

Cut off for HERO Nominations is April 1st.

The next NENA meeting will be held on the last day of the conference, May 20th.

MCDA The last meeting was held on February 6th and included the installation of new officers. Key legislators were sent a letter of appreciation for their work on behalf of telecommunications. The Professional Development committee dealt with various aspects of the consolidation issue with emphasis on the different definitions of consolidation such as sharing equipment and resources.

The next meeting will be held in St Clair County on Friday

TERT Kim Ostin reported that the committee had met on March 11th in Midland. At this time we are waiting for the national recommended standard for a TERT deployment. The committee will also be working on creating the Team Leader selection and interviewing process and the educational needs for the various TERT positions. The committee will meet again on July 8th,

Jim Fyvie added that the State Health Department was developing several ways to disinfect a center against influenza. There is concern that a center could lose up to 40% of its employees if a pandemic occurs. The use of TERT was suggested as an option for affected centers.

Old Business

Bonnie Morton made a motion requesting that the Michigan Chapter APCO National Representative and the President or Executive Board designee be sent to the National Conference paid in full. Motion was seconded by Jeff Troyer. Following discussion the motion was amended to have a cap of \$2000 per person. Amended motion approved and the motion carried.

Second motion made to cover the airfare costs for the Secretary and Treasurer to attend the National Conference made by Bonnie Morton. Motion seconded by Jamel Anderson. Zenon Cardenas discussed postponing this vote since we do not have actual financial figures at this time. Jim Fyvie recommended payment of the airfare as opposed to the registration fee payment. Motion amended to have a cap of \$500. Kevin Walk asked if either was unable to attend would another designee be named and it was decided this would not occur. Amended motion carried.

Dave Hayhurst won \$50 in the 50/50 raffle, and Brent Williams won \$10

Next chapter meeting will be held following the Homeland Security Conference in the Meijer Gardens at DeVos Place on May 7, 2009. Meeting adjourned at 11:21 a.m. by Dreama Arnett