

MI-APCO Meeting Minutes  
May 11, 2006  
St. Johns, MI

Meeting Called to Order at 10:16 a.m.

President Chadwick welcomed everyone to the meeting.

**Motioned by Suzan Hensel and supported by Kevin Walk to approve the agenda as presented. Motion approved.**

Introductions were made. Chris Schultz gave the New Member Report and advised there were 12 new members in February. There were 4 new members in March. We currently have 423 members. John Bawol advised they have a new member that has not made the new members list and that member is in attendance today.

Carol Swainston advised the March minutes have been posted on the website and in the newsletter. **Motioned by John Bawol and supported by Jim Fyvie to approve the minutes as presented. Motion approved.**

Carol Swainston provided the treasurer's report. **Motioned by John Bawol with support by Christina Russell to accept the treasurer's report as presented. Motion approved.**

Karen Chadwick read the President's Report which discussed NIMS and the issue on the use of common language for radio transmissions. The use of plain speech is necessary when multi-jurisdictions are involved in an incident. APCO International supports the method of NIMS and the use of plain language in radio transmissions and as a universally accepted practice.

Kevin Walk introduced the committee reports.

1. Training: Chris Schultz advised training is posted on the website. If you have a class that is coming up let her know and it will be posted on the website.
2. Engineering/Technical: Jeff Kludy presented a handout which discusses the recent Neo-Nazi rally that his agency dealt with. They were able to utilize new technology in dealing with this event and interoperability was key. The State was managing communication for the incident and DIT provided a pool of radios. Back up communication was planned for. Things that worked well: having all agencies on the same radio system, having earpieces/throat mics available for the radio users in the field, and having a stockpile of charged spare batteries. Using live video feeds was a tremendous help in the command center. The network continued to work for the day-to-day operations, but they also set up an Ethernet switch in the command center attached to their city LAN which could accommodate up to 24 PC's, and keep on hand a large supply of extra power strips, network cables and extension cords. Things learned: batteries began to die after about 4 hours, headsets would have helped with communications to eliminate other communications occurring simultaneously, radio antennas need to be placed as far apart as possible to eliminate interference, avoid using VOX for patching radios as it causes inherent delays in audio from one side of the patch to the other, and maintain a set of programmable mobile radios with power supplies (2 or 3 each) of Lowband, VHF, UHF, and 800 Mhz, cables and programming hardware/software specifically for the purpose of tying into the interoperability device. They needed more mobile video ability and use more Slow Scan Television feeds – Plan for crowd movement and have the ability to follow them with live video feeds. Check the amount of bandwidth required for sending video feeds over networks.
3. Frequency Coordination/700 Mhz: Dave Held provided the Frequency Coordination report. Things have been slow but they are not any less complicated. Narrow banding is coming and will effect everyone below 512 Mhz. By 2008 you have to

switch over and run on narrow band. Your radios may not be easily adaptable to narrow band. Additionally, your conversion must be completed at one time – either the same day or shift by shift. Many applications are being received for converting to narrow band. Regarding interoperability, the state has put out a bid for a study to be done on interoperability in Michigan.

Pat Coates advised the 700 Mhz met this morning. The region plan was resubmitted on April 10<sup>th</sup>. They received several questions back from the FCC – mostly housekeeping records. Although APCO and Michigan has been excellent in posting our information for us, we now have our own website which is MPSFAC.org. Once all of the items have been addressed we must resubmit our plan back to FCC. The next meeting is 07/11 in Clinton County at 10:00 a.m. The FCC has a period open for comments through June 6, 2006 regarding 700 Mhz for wideband.

4. MPSFAC: Pat Coates advised the next meeting is June 13<sup>th</sup> on Collins Road. Discussion regarding construction notices occurred. Part of the problem is that the contact information has not been kept current on your licenses. Make sure your construction notifications were filed as well as make sure your contact information is up-to-date. Dave Held advised that once things quiet down from the 700 Mhz they intend to look at the 800 Mhz plan. Discussion occurred regarding 4.9 Mhz. A 4.9 Mhz plan was not filed. Some people are working on the 4.9 Mhz without a plan in place. There may be a recommendation forth coming from APCO that people keep their point-to-point on one end of the band and the data on the other end. Point-to-point is a secondary use for 4.9 Mhz. Data has first priority. Jim Fyvie that 4.9 Mhz is also for schools and if you intend to use it, make sure you contact the schools and ask them to coordinate their use with you. Jeff Kludy advised the APCO International website and the FCC website has education information for 4.9 Mhz.
5. Activities and Membership: Pete LeFavour was not present. Kevin Walk advised the July meeting date will have a full meeting day session and a training day scheduled the following day. Also – there are sellable items available.
6. Commercial: Jeff Vezina was not present. Kevin Walk requested all of the commercial members introduce themselves to the members.
7. ETSC Representative: John Bawol advised Trac Phone has filed suite against the state and has named ETSC as a party and possibly all counties could be named in the suite. Trac Phone paid into the CMRS and they want their money back. Discussion occurred regarding the legislation progression on the sunset issue. All 82 counties plus the 4 Detroit service committees have been certified. 52 agencies were rejected. It will be approximately \$400 per person per pay distribution. The next meeting is scheduled for June 20<sup>th</sup> in Lansing.
8. National: Lloyd Fayling was not present. Karen Chadwick advised that Mr. Rice has been appointed the Executive Director for APCO. APCO believes that under no circumstances should VoIP be operated without the ability to deliver 9-1-1 service. A call to action on 800 Mhz rebanding regarding the Mexican and Canadian governments. There is concern that delays exposes agencies to interference. It is recommended that the agencies contact their representatives to act on this. Motioned by Pat Coates and support by Jim Fyvie that Michigan APCO send a letter to our representative to urge their support on moving forward with this issue. Motion approved. The National Governors Association did a study and it found 83% still feel that interoperability is the main concern. There is a new Fire Service training offered by APCO. This information can be found on the website and is NIMS compliance. Individuals that wish to become APCO EMD Instructors can take that class online now as well. There is a Supervisors Webinar every Wednesday and continues to be

very successful. You pay for 1 log on and you can have as many people view it as you want.

9. Awards: Christina Russell advised that we have previously agreed to change the format on submitting the award nominations. The 4 categories are Telecommunicator of the Year, Line Supervisor of the Year, Technician of the Year and Director of the Year. APCO International has changed their format which requires a specific form that must be completed for these nominations. We have decided that we want to follow what APCO International is doing so all nominations will be done in the same format. Forms are available on the hand-out table. The deadline for submission is Friday, September 1, 2006. Forms can either be e-mailed or mailed to Christina Russell. Her address is printed on the bottom of the sheet. Only 1 nomination has been received. Christina encouraged everyone to give those people the recognition they deserve.
10. Fall Conference: Carrie Perialas advised the website will be updated shortly. The cost for registration has increased \$10.00 this year. The keynote speaker is Melissa Stoker and the theme this year is Mysteries of 9-1-1. There will also be a presentation from FBI. We will be accepting Pay Pal again this year, which means we will be accepting credit cards for early registration.
11. Historical: Rich Rybicki advised there is now a link on our website to the Frequency Coordination website. Joe Turner is looking for some historical information that can be posted there. Rich will be providing John some information for our website and hopes this will be completed by the end of this summer. Dave Held advised that Joe Turner is looking for the Kelly Plan which is an old frequency plan back in the 1960's.
12. Nominating Committee: Pat Coates reminded if anyone is interested in serving on the board to contact her.
13. Newsletter & Website: No reports. Please let John Bawol know when you change your email. Suzan Hensel expressed her appreciation from the last newsletter and the mentoring program information.
14. State 911 Administrator: Harriet Miller-Brown introduced Daniel Chaney and Janet Hengesbaugh from her office. When you change your email address please let her office know as well. The County Coordinators will be receiving an information request on their budgets. The legislature have been asking a lot of questions about 911 and this supplemental report will provide the information they need. Harriet explained the Stable Funding Workgroup to the members. On Tuesday the House passed HB5917 which extends the sunset to 2008 and includes prepaid wireless in the surcharge. SB1172 passed through the Tech. Committee which extends the sunset to the end of 2007 but does not include prepaid. The FCC complaint filed against Dobson resulted in Dobson receiving a \$375,000 fine. There were other states that filed complaints against Dobson as well. The FCC decision can be appealed. Accuracies or lack thereof has not been addressed. The Emerging Technology has recommended to the ETSC that individual PSAP's develop accuracy plans. Some problems are not found until multiple rebids are done. The Kent County and Gladwin County compliance reviews are completed. Further discussion occurred. In July Alpena will have an on-site review.

Old Business:

1. TERT: John Bawol advised he met with the Emergency Management system with the State Police and they are interested in how it will fit with the Emergency Response Plan. There has to be a memorandum of understanding on who is going to participate in this program from the PSAP's. John explained the Michigan Emergency Management Compact. They are still moving forward with

this project even though the memorandum is not in place at this time. Suzan Hensel advised that at the NENA conference that takes place the week of May 21<sup>st</sup>, there will be a meeting on Wednesday to change some items and will address TERT. There will be a presentation on TERT and a presentation from Ron Bonno on what is taking place nationally. July 10 & 11, Kevin Willet will be providing Critical Incident Dispatch Teams in Bay County. The NENA meeting will follow July 12<sup>th</sup>. The TERT Steering Committee has not yet met, but they are coordinating with the state. They are working on establishing regional teamleaders, who are trained more than someone that might be sent from a PSAP. Training lists are being worked on. The regions will be the same as the districts for MSP.

New Business:

1. None

Meeting recessed 11:57 a.m.

Meeting resumed – 12:35 a.m.

Harriet Miller-Brown provided a presentation on ETSC funds.

Drawings were held. Suzan Hensel and Christina won polo shirts. Carrie Perialas won a Dust Buster. Sheri Kessel and Karen Chadwick won sweatshirts. The 911 throw was won by Bonnie Morton. \$80 was won by Shari Kessel.

Next Meeting is scheduled for July 27, 2006 at Comfort Suites Lakeside in Houghton Lake at 10:00 a.m. Training day to follow on July 28<sup>th</sup>.

Motioned to adjourn by Carol Swainston, support by Kim Ostin. Motion approved, meeting adjourned at 1:00 p.m.