

**MI-APCO MINUTES
OCTOBER MEETING
FRANKENMUTH, MICHIGAN**

Meeting was called to order at 2:43 by President Karen Chadwick. The membership participated in the Pledge of Allegiance and all were welcomed to Frankenmuth.

Motion made to approve the agenda by Kim Ostin and seconded by Barry Nelson. Motion passed.

Introductions were made by the membership. Sgt-At-Arms, Chris Schultz gave a new member report. The Michigan Chapter has received 13 new members since April. This brings our total membership to 449, which is an increase of 26 since last year.

A motion to approve the minutes as posted on the website was made by Carrie Perialas and seconded by Kevin Walk. Motion approved.

Treasurer's report was provided to the membership. As of September, the American Express account was \$50,895.57. Two certificates of deposit at Huntington Bank total \$15,658.37. One of them will mature on 12/27/06 at a rate of 4.640% with a balance of \$10,313.71. A motion to roll the money over instead of placing into the chapter checking account was made by Andy Goldberger and seconded by Suzan Henzel. Discussion began with Lloyd Fayling advising that there is currently a six month certificate available at a rate of 5.37%. Suggestion was made to contact the bank and continue the rollover but with a shorter length on the certificate for a better rate. It will be left with the treasurer to contact the bank for the best rates/duration time for the certificate. Motion carried.

The checking account has a balance of \$30,493.36 with total chapter assets totaling \$97,047.30.

A motion to approve the treasurer's report was made by Andy Goldberger and seconded by Harvey Becker. Motion passed.

President, Karen Chadwick thanked everyone for attending and reminded the members to vote for chapter officers during the meeting and to sign in.

COMMITTEE REPORTS

Training Committee

Report given by Chris Schultz, Sgt-At-Arms. The training website is being kept up to date with training opportunities throughout the state. Any agency planning to host training is requested to get the information to the committee so the website can be updated.

A request was made for topic suggestions for the July meeting in Houghton Lake.

Engineering & Technical

Jeff Kludy gave a short report on new recording/logging methods available to agencies. The new solutions deal with VoIP and other challenges. They are able to capture information, archive radio information and phone calls, and are easy to search using various criteria. The information can be backed up to a hard drive, burned on a CD or emailed out. The files are stored with a watermark to afford chain of evidence for court documentation and can have 100 GB of storage.

Frequency Coordination/700 MHz

Report was given by Pat Coates. The east side of the state is still waiting for Canada to move, but the mid to northern parts of the state should be clear.

MPSFAC/700 MHz

There are no pending applications. If you want a change you must get with them today. The next meeting will be in Ann Arbor on September 14th unless there is a request for coordination prior to this date. If this occurs, a special meeting can be called.

The region A21 plan for 800 MHz frequencies is under the jurisdiction of the MPSFAC Committee, so anyone who has applied for A21 frequencies has to go through this committee for approval before it goes to the FCC. The plan that identified the necessary criteria when agencies applied is about 20 years old so the committee is now working to update them to make them compliant with the 700 MHz plan. This would especially help if you were applying for 700 and 800 MHz systems since the plans would now be the same. The committee plans to finalize this for the September meeting and then have a public hearing and adopt the plan at the fall conference in Tustin.

The freeze is on for channels 1-120.

Activities & Membership

First Vice-President, Pete LeFavour discussed future meeting dates. The following were decided upon:

January 25, 2007	Hosted by Oakland County
March 22, 2007	Hosted by Ottawa County
May 10, 2007	Hosted by State of Michigan (Lansing)
July 26, 2007	Houghton Lake
September 26-28, 2007	Fall Conference-Tustin
October 25, 2007	Frankenmuth, Annual Meeting

ETSC

John Bawol stated that there was no ETSC report at this time.

National APCO

National representative, Lloyd Fayling, reported that a new position of Deputy Executive Director has been created at the main office in Florida to enable the Executive Director to spend more time in Washington D.C.

There is an opening for Director of Communications 9-1-1 services in Daytona.

The lease will be up early next year for the offices in Washington D.C. and APCO is looking for another property with a better rental rate and more space.

The membership renewal billings have been sent out. Make sure to check your level of membership. Active membership is \$65.00, which is a small increase.

Dreama Arnett from West Bloomfield applied and was accepted to the Leadership Certification Program, which is a new program through APCO National.

The Detroit Visitors & Convention Bureau has been in contact with National about hosting the National Conference in 2015. Our chapter is part of the northwest region and we last hosted the conference in 1995. The region is to bring its top three location site choices to the Executive Council and they make the final selection. The Orlando conference had between 150-200 volunteer workers. The last time the Michigan Chapter hosted the conference we received \$25,000.00. The current rate is \$40,000.00 for the chapter. Further consideration will be given to this. Rich Rybicki stated that he had chaired the National Conference in 1995, and once in a lifetime was quite enough for him.

There is a new project in the works that deals with the dangers of 9-1-1 and they are requesting "humorous" calls depicting 9-1-1 misuse.

There are currently free seminars on the website for Public Safety Instructors, Fire Communications Instructors, and discounted rates for grant writing training along with webinars for topics such as "supervisor tool kits".

Awards Committee

Christina Russell advised that the committee had met in Tustin and made their choices for the Telecommunicator, Technician, Supervisor and Director of the Year. The awards program will begin following dinner.

Fall Conference

Conference co-chair, Carrie Perialas thanked all who worked on the conference stating that did a wonderful job and that there were several very good speakers. The evaluations have been compiled and the committee will be going over them for suggestions for future conferences. The committee has already begun work on next year's conference and welcomes suggestions from the membership.

Commercial

Jeff Vezina reported that he served as the vendor co-chair for the fall conference this year with Lloyd and will take over as the chair in 2007. Ideas for improvements are welcome from everyone.

The commercial members present were re-introduced and given a minute to speak briefly about their company. Present were several Motorola employees and John Zidar spoke for them. Joe Cousineau from TCI, Jackie Lahiff from

MA/COM, Dan DeWolfe from DeWolfe & Associates was also present as was Jeff Vezina from DSS.

Historical Committee

Report given by Rich Rybicki, chapter and national chairman. There is historical information on the Michigan and National websites. His current article deals with the early Detroit Police Department dispatch center in acknowledgement of its 70th anniversary in 2008. Rich would like to see this anniversary commemorated with a Michigan historical designation and roadside plaque. The application fee of \$250.00 begins the process and the total cost is \$3,000.00. The process takes about one year and he expects to get additional funding from other sources.

A motion to approve the application fee of \$250.00 was made by Lloyd Fayling and seconded by Pete LeFavour. Motion carried.

Nominating Committee

Pat Coates, chair of the committee, reported that the ballot for the election had been distributed to the active members present. Per the bylaws, the voting will be conducted during the business meeting. If any active members were present who had previously submitted an absentee ballot, these ballots were pulled and a new ballot was cast. Any non-active members who received and cast a ballot in error had these pulled and destroyed.

The candidates on the ballot were given an opportunity to speak for five minutes. The time was kept by President, Karen Chadwick. The nominees in the uncontested offices declined this opportunity. This included Immediate Past-President, Karen Chadwick; President Elect, Pete LeFavour; 1st Vice-President, Kevin Walk; Secretary, Kim Ostin; Treasurer, Carrie Perialas and National Representative, Lloyd Fayling.

Choosing to speak were the candidates for 2nd Vice-President, Chris Schultz and DeeAnn Summersett and for Sgt-At-Arms, Dreama Arnett, Kathy Hamme and Andrea Hine. Candidates had also submitted articles previously that were posted on the chapter website.

All ballots are to be cast before the end of the current business meeting.

Suzan Henzel added that it was wonderful to see so many qualified members taking an interest in holding chapter offices. This was echoed by Pat Coates along with a thank you to the candidates.

Newsletter & Website

John Bawol requests information, articles, pictures and ideas for the Newsletter, which turns out to be a **huge** undertaking, who knew?? He made a request for articles and pictures to include in future newsletters. The deadline for submission of items is posted in the previous newsletter.

And again, a reminder to keep your email addresses up to date.

State 9-1-1 Administrator

Harriet Miller-Brown introduced Janet Hengesbach, from her office.

The 9-1-1 forum was held last week in Pontiac and portions of the meeting were recorded. The northern Michigan meeting is still scheduled to be held the beginning of November.

For the ETSC Training fund use reports, form 510 is required, however you just need to pick up where you left off in the fund usage on your last report. Monies that remain unspent over five years must be returned to the state and will be disbursed amongst the state centers. All forms must now be type written.

Harriet reiterated the ETSC recommendations included in the report to the state. These may also be found on the website.

OLD BUSINESS

John Bawol, chapter representative for T.E.R.T. (Telecommunicators Emergency Response Taskforce) and member of the TERT executive steering committee defined the program and its uses for Michigan. Currently the Memo of Understanding is 85-90% completed and language clarifications are being worked on. An activation request would go through the state Emergency Management Division who would then notify TERT for deployment. Monies spent can be reimbursed more quickly through the state than through FEMA.

The steering committee is also working on minimum skills and training required for participants and team leaders. A request was made for APCO to provide \$5000.00 seed money for the TERT program. MCDA has agreed to donate \$1000.00 to this cause and NENA will match APCO's donation with \$5000.00.

A motion to allocate \$5000.00 for TERT was made by Pete LeFavour and seconded by Christina Russell.

Discussion followed. NENA president and steering committee member, Suzan Henzel answered questions regarding TERT and its use of the seed money for mass mailings, screening of participants, databases, ongoing training and "go kits". These kits would be in each PSAP in Michigan and would contain vital information about the individual agencies such as maps, network issues and lists as suggested by the national TERT initiative. This a joint initiative signed by NENA and APCO to create a template for use throughout the country.

Lloyd Fayling questioned whether TERT has equal representation between NENA and APCO within the state as it does nationally. Susan Henzel stated that since she had introduced the idea and she was NENA president, NENA sponsored the introduction of TERT to the state. All current members of the steering committee belong to both NENA and APCO with the exception of the database person, who belongs to neither. Also questioned was why the APCO chapter was asked for \$5000.00 while other state organizations were asked for \$1000.00. John Bawol stated that it was because of the amount of money APCO has available. A question was also raised on how TERT plans to perpetuate itself within the state. John Bawol stated that NENA made approximately

\$10,000.00 at the first TERT training that was held in the state, and that these monies had gone into the TERT account. In the case of a deployment, monies would be spent but later reimbursed by the government from this account. Suzan Henzel also discussed fundraising to keep \$12,000.00-\$15,000.00 in the account at all times. They plan to have a sponsored educational event at least twice a year that would be required training to be a member. The committee believes it is close to having its requirements established. Once this occurs, an informational brochure will go out to the PSAP managers and also a mailer to every known Telecommunicator in the state to make them aware of the program. There is also a planned secure website. A question as to who started the TERT initiative brought the response that it is now a national initiative with both NENA and APCO backing. The APCO website for TERT is not functioning yet, but further information on the program can be found on the NENA website and from local chapters around the country. Karen Chadwick questioned whether NENA had donated \$5000.00 yet and John Bawol advised that they had not had a meeting yet. She also asked if interest made in the account went back into the TERT account. At the May NENA meeting permission was given to keep a TERT account separate from the NENA chapter accounts at a different banking facility. Karen Chadwick also asked whether the \$5000.00 donation would be remitted to APCO if the memo of understanding was not given. She was assured that the funds would be returned. Christina Russell asked if each agency would have to have their own memo of understanding, but was told by John Bawol that the MOU would cover all agencies and that the agencies would have to be a member of MEMAC to participate in TERT. The mass mailing was questioned as to whether a Telecommunicator could participate in TERT without their agency/supervisor's approval and whether it was cost effective to send out to each person. Lloyd Fayling felt that this mailing could cause problems between employees and managers in certain agencies. He recommended the mailings be sent to dispatch directors and supervisors instead of to everyone. John Bawol stated that this item would be re-evaluated since valid points were made on both sides. A question was raised as to what the minimum requirements may be to participate in TERT and several were given by John Bawol with the comment that the list was still being worked on. A clarification was made regarding MEMAC explaining that you must be a member to deploy but not to receive assistance from TERT.

A vote was taken on the motion with 24 voting for it and 12 voting against donating \$5000.00 to TERT. Motion passed.

President, Karen Chadwick, called for a recess at 4:28 p.m. The meeting will reconvene when the slate of new officers is announced.

Chapter meeting re-opened at 8:47 p.m.

President, Karen Chadwick thanked Motorola for hosting 52 years of annual dinners for the Michigan chapter of APCO.

The awards were given out as follows:

RECOGNITION OF CONTRIBUTIONS: Carol Swainston from Montcalm County for her years of serving as chapter Secretary/Treasurer

Rebecca Shatney retiring from Ottawa County after many years of service and serving as APCO chapter president in 1998 and the National Representative in 1999

RECOGNITION OF ACHIEVEMENTS: Rich Rybicki with MSP for serving as the Michigan chapter president in 1994, the National conference chair in 1995 and currently serving as the national and state chair for the Historical Committee.

Lloyd Fayling received Chapter life membership. He was the Chapter president in 1996, the Director of the Year in 2003 and Has served as the National APCO Representative since 2000.

TECHNICIAN OF THE YEAR: Jeff Kludy, Lansing Police Department

SUPERVISOR OF THE YEAR: Pamela Coleman, Flint 9-1-1

DIRECTOR OF THE YEAR: John Bawol, Roscommon County CD

TELECOMMUNICATOR OF THE YEAR: Colleen Townsend, Genesee County CD

There was a "mini-auction" held for a baseball cap. Barry Nelson made the winning bid of \$27.00.

The new executive board was named:

President :	Pete LeFavour
1st Vice President	Kevin Walk
2nd Vice President	Chris Schultz
Sgt-At-Arms:	Dreama Arnett
Secretary:	Kim Ostin
Treasurer:	Carrie Perialas
National Representative:	Lloyd Fayling
Imm. Past President:	Karen Chadwick

Newly elected president, Pete LeFavour was given his gavel and thanked the past and newly elected boards for their participation. He is looking forward to the next year.

A plaque was given to Karen Chadwick in recognition and appreciation for her service to the chapter.

A motion was made and seconded to conclude the meeting and was passed. Meeting was adjourned at 8:59 p.m.