



**Meeting Minutes of the APCO/NENA Meeting
Thursday, May 18, 2022
3:45 p.m.
Radisson Plaza Hotel, Kalamazoo**

Meeting called to order at 3:49 p.m. in Kalamazoo by NENA President Lehman.

Greetings/Pledge of Allegiance

Approval of Agenda requested. Motion to approve by Dave Rapacz and seconded by Kelly Cunningham. Motion carried.

Roll Call – (APCO Board) Chris Collom, Dave Rapacz, Kelley Cunningham, Michelle James, Phyllis Fuller and Larry Stidham. Kim Ostin and Sandra Nielsen absent with notice. (NENA Board) Stephanie Lehman, Tammy Smith, Samantha Sturgis, Caitlin Sampsell, Jim Hansen. Tim Jones and Marc Gramlich absent with notice.

In Attendance: 2022 Michigan Public Safety Telecommunications Conference Attendees

APCO New Member Report - Dave Rapacz reported from January to May we have 67 new members with a total of 554 members.

APCO Minutes – Michelle James reported the March 2022 chapter minutes were posted on the website and in an email blast. A motion to accept the March 2022 minutes made by Dave Rapacz and seconded by Phyllis Fuller. Motion carried.

APCO Treasurer's Report was presented by Phyllis Fuller as follows:

Checking Account Income:	\$72,923.04
Expenses	\$ 9,649.69
Checking Account Balance as of 4/30/2022	\$85,282.94
Schwab Account Balance as of 4/30/2022	\$82,878.57
Total Balance	\$168,161.51

Motion to accept the report made by Michelle James and seconded by Stephanie Lehman. Motion carried.

APCO President Report - Chris Collom reported our 1st Vice President Kim Grafton has chosen to resign her position from our executive board. Per our By Laws, article 6.10.1; if the President or 1st Vice President resigns or a vacancy is created during the year, the 2nd Vice President moves up to the 1st Vice President position and the 2nd Vice Presidents position remains vacant until the next election. At this time, Dave Rapacz is now the 1st Vice President for APCO through the term of this election and our 2nd Vice President will be vacant.

State 9-1-1 Committee – Jeff Troyer reported that the State 9-1-1 Committee was first created in 1986, also known as Public Act 32 of 1986, Emergency Telephone Service Enabling Act. It used to be called the Emergency Telephone Service Committee but was later changed in the late 2000s to the State 9-1-1 Committee. We are a 21-member committee made up of various union organizations, Michigan APCO and Michigan NENA, communications Directors association, house appointee member and a senate appointee member. The committee primarily serves 3 functions; enforcement of the statutory requirements throughout the state, provide guidance and direction to the ECCs throughout the state and lastly, we provide an informal dispute resolution process. There are 4 active sub-committees; 9-1-1 Training sub-committee, Certification sub-committee, Legislative Action sub-committee and Emerging Technology sub-committee.

CJIC Update – No report. Jeremy Ludwig explained what the CJIC committee does. Jeremy and Lisa Hall are the representatives of the Michigan Communication Directors Association at the Criminal Justice Information Systems Board. This is a 22-member board. It serves as an advisory compacity to the director of the department of the State Police on issues related to development and deployment of information management systems that facilitate the rapid exchange of accurate information between the various components of the Criminal Justice community. The board may recommend policies and rules governing access use and disclosure of information in Criminal Justice Information Systems including LEIN and the Automated Fingerprint Identification System or AFIS and other information systems related to criminal justice or Law Enforcement.

Training/Membership Activities – the Training Sub-Committee puts together joint trainings between Michigan NENA and Michigan APCO.

Caitlin Sample reported that this year we are doing a Fall Training, November 1st and 2nd at Oakland Community College. It is going to be presented by Niagara University on Disability Awareness. It is going to be two single 8hr days that is going to be focused on 9-1-1 Telecommunicator direct training sessions. Registration will open soon and will be posted on the websites.

Professional Development – the Professional Development committee consist of Stephanie Lehman and Kelly Cunningham. The intended purpose of the committee is to bring awareness to the different types of training and certifications that both NENA and APCO hold. NENA has the ENP, APCO has the RPL and CPE. If you have any questions about any of the programs, contact Stephane or Kelly.

Stephane reported Michigan NENA currently has 52 ENPs. Michigan NENA Chapter does officer 2 scholarships annually. If you are a current member you have to have pre-approval from your employer and Michigan NENA and you have to successfully complete the program to be reimbursed.

Congratulations to 4 new ENPs; Lee Parrot (OnStar), Stacey Bower (St Joseph County), Eric Mulvaine (Barry County), and Dave Rapacz (Mobile Medical Response). The Summer exam period application date is June 10th and the exam period is July 9th-23rd.

Kelly Cunningham reported Michigan APCOs Registered Public Safety Leader Program purpose is to develop a solid foundation of management and supervisory skills necessary for a successful PSAP operation. It is a 1-year on-line course and you are required to re-certify every 4 years. We currently have 3 people going through it right now and 3 that have been accepted to take the course. The Certified Public Safety Executive Program has 2 ways to be eligible for it. You have to a current certified RPL plus 6 years' experience at a supervisor/manager or director level. The other way is a graduation

from a post-secondary degree program with at least a associates degree or higher. This consists of a 12-week on-line course and a 1 10-day cap stone course that is held at APCO Headquarters in Daytona Beach Florida. If you are interested in either program, Kelly will be posting information on our Facebook page soon and it will have all the links to where you can sign up.

Technical – technical gives reports from MPSCS for system upgrades, additional sites, any changes that are going on.

Jeff Kelly reported that currently we are continuing to work with Oakland County to bring them on to the system. It looks like they will be going live in late fall. We are work with Menominee County as they start their process of coming on the system. We continue to add channels throughout lower Michigan for the addition of Consumers Energy.

Frequency Coordination/MPSFAC/700Mz – MPSFAC stands for Michigan Public Safety Frequency Advisory Committee. It was formed in 1946 to assist local agencies in complying with the FCC requirements.

Francis D'Huyvetter reported the FCC is taking comments on a plan to reallocate the 4.9GHz spectrum. 4.9 is used for fixed communications. Some examples are dispatch centers to MPSCS tower communication and maybe some tower-to-tower communication. The problem with 4.9 is we don't have a really good database of who's using it and who's not. There is no clear record as to if these channels were ever used. Some people have channels registered to them but we are not sure if anyone is even using them. If you have any information about your 4.9GHz system, please contact Keith Bradshaw or Pat Coates. MPSFAC ability to respond to the FCC proposal and protect public safety users is dependent upon how much information on the use of 4.9MHz they get. They are looking to reallocate 4.9GHz away from public safety so that's why this is important.

Joint Michigan Conference - Tammy Smith thanked everyone for being at the conference. After the conference is over, everybody is going to receive a conference review. We really need you to fill that out and give us some really good feedback so we can try and make things better for you. In the future we will be sending out information on how to be apart of next years conference. We are happy to announce that we will be at the Radisson Plaza Hotel Kalamazoo on April 17-20, 2023. We will be scouting locations for the future conferences. On behalf of Chris and I, this takes a huge amount of dedication and work from all the volunteers, so we would like to everyone for helping us and thank you all for coming to the conference.

APCO National – is a liaison between the Michigan Chapter and the National Chapter. Our Executive Council member, Kim Ostin has been in this position for quite some time. It is an elected position with requirements that are listed in our By Laws and policies. If you are interested in getting involved in APCO and this is a position you might be interested in, look up what those requirements are because you do have to spend some time on the executive board and be very involved in the Michigan Chapter.

APCO Awards – every year the Michigan Chapter of APCO presents awards to Public Safety Communication Personnel who have demonstrated the highest level of personal and professional conduct and performance in the line of duty.

Kelly Cunningham reported that this year nominees must have been employed with an agency between September 1, 2021 to August 31, 2022. Nominees do not need to be an APCO member. The categories

are: Telecommunicator of the Year, Communication Center Director of the Year, Line Supervisor of the Year, Radio Frequency Technologist of the Year, Information Technologist of the Year, Trainer of the Year and Team of the Year. We are accepting applications now. We will be sending out an email with links to the nomination forms after this conference. If you have someone in mind, I urge you to fill out the nomination form and get those in. If you are selected to be honored with an award, you will be invited to attend our Chapters Annual Meeting/Banquet at Zenders in Frankenmuth on Thursday, October 27, 2023 sponsored by Motorola. Winners can bring family members and other members from your agency. We do forward those winning nominations to the National level. Michigan APCO Chapter has had 3 National award winners in the past from Barry County, Genesee County and SERESA County.

Historical – Rich Rybicki reported Michigan APCO was chartered in 1945. If you go to the National Chapter website, you can access both APCO history which includes all the public safety magazines that have been published and an on-line museum. You can also find the Bradley library where all the paperwork is stored for APCO.

Legislative Report – Stephanie Lehman reported there is not a lot going on in Michigan in regards to 9-1-1. The 9-1-1 Enabling Act rewrite concluded last year so we are good until 2027. It sounds like the work for that will start in 2025. Jordan Sellek chairs this committee and she is also the chair person of the Legislative Actions sub-committee which is a part of the SNC.

Commercial – serves as the commercial representative for Michigan APCO. Also, services on the APCO International Commercial Advisory Council. Is the liaison between the business side, the industry partners and the membership. We educate you about what is going on with the industry partnerships.

Larry Stidham reported the next big thing for APCO is the National Conference in August 7th-10th in Anaheim, California. We have our annual meeting there for our chapter officers and C-Cam breakfast. I am part of the Commercial Advisory Committee and there will be a meeting there as well. If there are any topics or points of concern or suggestions, please let me know and I will make sure to get them on the agenda and make sure that your voices are heard at those meetings.

State 9-1-1 Administrator – the State 9-1-1 officer services as a liaison for the State 9-1-1 Committee. Each person in the State 9-1-1 office serves as an analyst/assistant to the chair of the sub-committees. Theresa Hart is the 9-1-1 Training Analyst, Cindy Homant is the Resource Section Analyst, Lyndsay Stephens is the Legislative Action and Certification Analyst, Stacie Hansel is the Administrative Assistance and Joni Harvey is the State 911 Administrator.

Lyndsay Stephens gave the following reports:

Text-to-911: there is information within the report making sure that not only you notify our office but also the FCC if you go live with Text-to-911.

FirstNet/MiPSB: they have not met since March but they should be having their next meeting in June or July.

MiSNAP: the training applications and training standards for individuals are on there. We just completed the first year of annual reports through that system.

Next Generation 911 Grant: we are in the process of closing that out so all projects are kind of wrapping up. There are 3 different projects that we did with that.

If you have any questions, please see contact anyone from the State 9-1-1 Administration Office.

MCDA – No Report. MCDA is the Michigan Communications Directors Association.

Nominating Committee – the purpose of the committee is to manage the nomination process when it comes time for elections.

APCO nominations is coming up. Positions on the board are always available for election. A lot of the time what you see is the current position holder will state they are seeking re-election. We will then notify the membership what positions are seeking re-election and what seats are open but at anytime any member could seek election to anyone of the executive board positions. If there is a competing interest for a position, the committee will organize an on-line election. National APCO does not push nominations back down to the chapter level.

APCO/NENA Old Business - No report

APCO/NENA New Business – the December meeting is going to be put on hold. If something Legislatively happens or someone request a meeting, we will host that virtually.

APCO Old Business – we were approved by the membership to start refreshing our web page. We should have our first glance at it in the next few weeks. We hope to have it ready to push out to the membership at our annual meeting in October.

APCO New Business – No report

Motion to adjourn the meeting made by Phyllis Fuller and seconded by Dave Plumb. Meeting adjourned at 4:41 p.m.

**The next meeting will be
APCO/NENA JOINT MEETING
Monday, September 12, 2022
2 p.m.
VanDyk Mortgage Convention Center
460 W Western Ave
Muskegon, MI 49440**