



**MEETING AGENDA**  
**APCO/ NENA JOINT MEETING**  
**Thursday, December 5<sup>th</sup> 10:00am**  
**VIA Zoom (virtual format only)**  
**Called to order at 1005**

[www.miapco.org](http://www.miapco.org)

**Greetings**  
**Approval of Agenda**  
**Executive Board Roll Call**  
**APCO New Member Report**  
**APCO Minutes**  
**APCO Treasurer's Report**  
**APCO President's Report**

**President Dave Plumb**  
**President Dave Plumb**  
**2<sup>nd</sup> Vice President Robert Stahelin**  
**1<sup>st</sup> Vice President Dave Rapacz**  
**Secretary Cynthia Fell**  
**Sgt. At Arms Kelley Cunningham**  
**Dave Plumb**

**Motion to Approve Agenda as amended: Motion/ Rapacz - Support/ Flick**

**Sandy Nielsen swore in Treasurer Phyllis Fuller.**

**Absent with notice: Ostin, Collom, Cunningham**

**Quorum: Yes**

**APCO New Member report:**

20 new members in November. Total membership = 732

**\*\* Reminder APCO membership renewal time \*\***

**APCO Minutes: Motion/Rapacz - Support/Nielsen**

**APCO Treasurer report:**

Beginning Balance in Checking Account as of 10/1/2024: \$63,117.81

Ending Balance in Checking Account as of 11/30/24: \$59,638.35

Schwab Account as of 11/30/2024: \$96,140.32

Total Funds: \$155,778.67

Motion/Stahelin - Support/Fell

**APCO Presidents Report:**

Dave is looking forward to working with everyone in the upcoming year.

## Committee Reports

<b>CJIC Update</b>	<b>Jeremy Ludwig</b>
<p>If you and your LASOs have not reviewed the latest policy 5.9.5, please make sure you are doing so. There are some impacting updates to include MFA, encryption and ID proofing. There is a companion document that outlines the priority items.</p> <p><a href="https://le.fbi.gov/cjis-division/cjis-security-policy-resource-center/requirements-companion-document-excel">https://le.fbi.gov/cjis-division/cjis-security-policy-resource-center/requirements-companion-document-excel</a></p> <p>Their correspondence should include their announcement that they will begin auditing to LMR encryption requirements 10-1-26. This does not mean you have to be in full compliance by then. It does mean they will site it as a finding, and it will go through the standard sanctions process. If you have a plan and are taking steps to meet that plan, you will be good.</p> <p>From Kevin Collins via the CJIS Board Meeting Directly: Radio Encryption</p> <ul style="list-style-type: none"> <li>• A guidance paper has been written and is currently under review to be provided to agencies for awareness regarding the dissemination of Criminal Justice Information (CJI) over the radio and the new encryption standards. Discussions have been had and they are waiting on further input from others before finalizing.</li> <li>• Agencies continue to be concerned about the October 1, 2026, auditing date. Although the policy is already in effect and technically agencies should be currently compliant, the MSP CJIS Compliance Unit is allowing time to plan for it and educate people. When agencies are audited in the next 3-year cycle, that's when a non-compliance finding in Michigan would run through the sanctions policy (5-step process). If agencies are being responsive and showing progress, they will generally not move to the next level of the sanctions policy.</li> </ul>	
<b>Training/ Membership Activities</b>	<b>Kim Ostin/Dave Rapacz</b>
<p>Investigating making a generic recruitment video and generic swag ideas to be used for career fairs. The committee is building a toolbox to help recruit new employees. Forward local job fair information to the committee. More information to come.</p>	
<b>Professional Development</b>	<b>Cynthia Fell</b>
<p>MMRMA Rap Grants are now available for new applications. Member agencies can apply for reimbursement for dispatcher training.</p> <p>8<sup>th</sup> Annual Active Assailant Conference registration now open for early bird: June 4 – June 6, 2025. (Troy) 911 GTW: 12/12 at 1000 via Zoom</p>	
<b>Technical</b>	<b>Jeff Kelley/Todd Velderman</b>
<p>CJIS Encryption: Contact Todd- They are working with Motorola to help smooth out the process. They are preparing for a system upgrade. They will be in the centers and towers in March. They will contact you before they show up at your center.</p>	
<b>Frequency Coordination/MPSFAC/700MHz</b>	<b>Keith Bradshaw/Pat Coates</b>
<p>Has not met since the October meeting. Amendments were approved. 2025 Meeting dates and locations are posted on the MIAPCO website. Next meeting : January 16<sup>th</sup> at Oakland County SO (inclement date 01/23)</p>	
<b>Joint Michigan Conference</b>	<b>Tammy Smith/Kelley Cunningham</b>
<p>May 19-May 22<sup>nd</sup> Muskegon: Call for papers will go out after the 1<sup>st</sup> of the year.</p>	
<b>APCO National</b>	<b>Kim Ostin – given by Fell</b>

**Executive Council Report for December Meeting**

Make plans to attend the next APCO Conference & Expo next July. Note that the dates are earlier this year, as they are usually in August. Due to technical issues with the system, the period to submit a session for consideration for the 2025 Conference & Expo in Baltimore, MD – July 27-30th, has been extended one week. The new submission deadline is December 18 at 11:59 pm.

It is Membership renewal time. Your membership will expire on December 31st . To renew your membership just log into myapcointl.org, click on My Invoices, to print or pay your invoice.

Check out this month’s Member Chapter Services Newsletter...there is a great item showcasing our 80th anniversary celebration held in Frankenmuth in October. Thank you, Dave Plumb, for putting it together and submitting it on our behalf.

The Executive Board is working on putting together a new Long Range Strategic Plan for the next 5 years based on information provided from the chapters. Watch for that sometime in 2025 and see how APCO is planning to change, improve, grow, and support the telecommunications industry.

There is an upcoming webinar on December 17th at 1: 00 pm entitled “From Stone Age to Space Age – Redefining ECC Call Logging Using AI”. These webinars are free to members, and you can register from the APCO Intl website.

Motorola Solutions Foundation, the charitable arm of Motorola Solutions, has generously awarded a \$50,000 grant to the APCO International to support the Commercial Partner Scholarship Program.

Happy Holidays to all.....Kim O.

<b>APCO Awards</b>	<b>Kelley Cunningham</b>
Congratulations to all this year’s award winners – they were all submitted to APCO national. Nominations for 2025 are now open. October 23, 2025, will be the annual awards dinner	

<b>APCO Scholarship Program (LEAD)</b>	<b>Cynthia Fell/Kim Ostin/ Sandra Nielsen</b>
Submit your application today!!	

<b>APCO Historical</b>	<b>Rich Rybicki</b>
Looking to highlight life members. Reach out to Rich if you would like to assist.	

<b>COMU</b>	<b>Ray Hasil</b>
<b>COMMUNICATIONS UNIT LEADER (COML) L969</b> <b>SNC APPROVED MCU2024-5039</b> December 10-13, 2024 (4-days) in Bay City, MI	

<b>Commercial</b>	<b>Larry Stidham</b>
Nothing to report: Looking for additional industry partners.	

<b>State 9-1-1 Committee</b>	<b>Dave Plumb</b>
Nothing to report. Thanks to Lisa Hall for her dedication!	

<b>State 9-1-1 Administrator</b>	<b>State 911 Office</b>
<p>APCO/NENA  State 911 Office Report  MiSNAP:  The next set of enhancements for MiSNAP will be live December 6, 2024. As a reminder, some of those updates included reducing the number of approval signatures needed on the training fund application and the inability to submit an application after the deadline. The training manual has been updated and Lyndsay will put an updated recording in the resources section to help those needing assistance with the application process.  If you have any questions, please reach out to the State 911 Office.  GIS Repository:  Several efforts have been made by the State 911 Office and the Center for Shared Solutions GIS team to get all counties to upload their data into the repository. An updated map was added to the SNC website at the end of October. A workgroup was put together with members from the ETS to update the MOU for the repository.  There is a link on the SNC website for the Michigan Statewide NG911 GIS Repository. This is a great resource with previously recorded training that has been provided along with information about how to contact the NG911 Repository help desk.  Other Activity of the State 911 Office:</p> <ul style="list-style-type: none"> <li>• NENA is still in the process of adopting the 911/988 standard. It just went through the third round of public comment as of November 20, the final document is ready to move to DSC approval for publication. Once published, 988 will be reaching out to PSAPs to discuss and work on a MOA.</li> <li>• The NASNA Outage Workgroup which includes the Executive Directors of National APCO and NENA continues to work together to develop an outage reporting solution that will meet the needs of both the PSAP/ECC community and the communications providers. They try to meet bimonthly until a proposed solution is developed.</li> <li>• The Compliance Review Specialist vacancy is reposted at an analyst level. The posting will be open until December 17.</li> <li>• As a reminder, 2022 training funds need to be spent by December 31, 2024, to qualify for 2025 funding. If your agency needs an invoice, it must be requested by December 21 and paid by December 31, 2024, in order to qualify.</li> <li>• The annual 911 Technology Forum will be held at the Kensington Hotel in Ann Arbor, September 15-17, 2025. Call for Papers will be going out in January if you are interested in presenting.</li> <li>• As a reminder, our office will be closed on Christmas Eve and Christmas day as well as New Year's Eve and New Year's Day.</li> </ul> <p>SLCGP Update:</p> <ul style="list-style-type: none"> <li>• The Planning Committee is currently working through the process of awarding FY22 funds and project ideas for FY23. The current FY23 application period will close December 30. The workgroup will be scheduling a meeting with the scoring subcommittee to review and establish the scoring process for applications that will begin in January 2025. <ul style="list-style-type: none"> <li>• PSAPs/public safety agencies are highly encouraged to sign up to receive grant updates from the bottom of the page here. This will help to keep you informed in the future of upcoming grant funding opportunities and instructions on how to participate. <ul style="list-style-type: none"> <li>• Updates as of 11/20/24:</li> <li>• FY22 Awards</li> </ul> </li> </ul> </li> </ul>	

- There MAY be additional FY22 Funding leftover to address what to do with them
  - FY23 Projects may be funded with FY22 Funds
  - FY 2023 –
    - FY23 Application period is open
    - Currently have 26 Applications in queue
  - Timeline:
    - Still on track
    - Dec 30, 2024 – End of Application Period
    - Jan 1 – 30, 2025 – Application Scoring & Review process completed
    - Feb 1 – 28, 2025 – Formal Notification to subrecipients of award
  - FY2024
    - Grant Year 3 – FY2024 Notice of Funding Opportunity (NOFO) was released on Sept 27, 2024
    - Michigan FY 2024 SLCGP Allocation - \$7,178,365
    - Application for FY2024 has been submitted
    - Approved, existing Cybersecurity plan has been submitted as required as well.
    - New Projects and Investment Justifications will be updated in plan in Q1 2025

MCDA	Tim Jones
12/6 meeting hybrid (Kalamazoo and Teams) Agenda: 911 GTW Retention Schedule Election Results	

Nominating Committee	Sandra Nielsen
Nothing to report.	

**\*\*\*\*Reminder: Only vote on motions, for the association that you are a member of  
(APCO members vote on APCO motions, NENA members vote on NENA motions)**

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APCO/NENA Old Business	Dave Plumb
n/a	

APCO/NENA New Business	Dave Plumb
<p><b>2025 Joint Meeting Schedule</b></p> <p><b>February 13, 2025</b>, 10am - Kalamazoo County Consolidated Dispatch Authority</p> <p><b>May 21, 2025</b> - Held in conjunction with the Michigan Public Safety Telecommunications Conference in Muskegon</p> <p><b>September Date TBD</b> – Held in conjunction with the Emerging Technology Forum</p> <p><b>December 4, 2025</b> – Hoping to coordinate with MCDA. If not possible, potential location is Genesee County</p> <p><b>Motion/ Armitage Support/ Jones - Carried</b></p>	

APCO Old Business	Dave Plumb
<ul style="list-style-type: none"> <li>• <b>9-1-1 Goes to Washington</b> – 5 submissions. Subcommittee was created. Leah Edgell from Calhoun County was selected to attend for APCO</li> </ul>	

• **2022-2023 Financial Review Tim Jones – entire letter was included in the email.**

*MICHIGAN CHAPTER OF APCO FINANCIAL REVIEW – YEARS 2022 & 2023 (an excerpt of the letter sent to the Executive Board)*

*Treasurer Fuller has maintained all records, and they are very organized, detailed records and supplied all requested supporting documentation. There are many checks and balances, as well as policies, in place to assure the Michigan Chapter of APCO’s financial transparency and efficiency. We are pleased to report we found no discrepancies or inconsistencies in this review process.*

**Motion/ Rapacz Support/ Nielsen**

APCO New Business	Dave Plumb
n/a	

**ADJOURNMENT: 1104**

**NEXT MEETING:**

**Tuesday, February 13, 2025, 10am Kalamazoo County Consolidated Dispatch Authority 7040 Stadium Dr.  
Kalamazoo, MI 49009**