

Michigan Public Safety Frequency Advisory Committee
Meeting Minutes
January 9, 2014
Pontiac, MI

Member Attendance

Member	Affiliation	Present	Excused	Absent
Keith Bradshaw – Chairperson	MI APCO- Frequency Advisor	X		
Dale Berry – Vice Chairperson	MI Association of Ambulances		X	
Patricia Coates – Secretary	MI APCO	X		
Brent Williams	MI APCO-Alternate Frequency Advisor	X		
Mel Maier	MI Sheriff’s Association	X		
Dan Robinson	State of MI – DNR	X		
Thomas Briggs	MI Department of Transportation	X		
Steve DeWitt	MI Association of Chiefs of Police			X
Mark Jongekrijg	MI APCO		X	
Rick Martin	State of MI – MSP		X	
Kasey Mlujeak	State of MI – Corrections		X	
Bill Nelson	MI Association of Fire Chiefs		X	
Joe Turner	MI Municipal League		X	
Kathy Vosburg	MI Association of Counties	X		
Mark Sandberg	State of MI – MPSCS	X		
Catherine Henning	State of MI – MPSCS (Alt)		X	

Other Attendees

Karl Beckman	Motorola
Greg Farrer	State of MI – MPSCS
Jim Jarvis	Department of Homeland Security
Stephon Murphy	Oakland County

I. Call to Order

The meeting was called to order by Mr. Bradshaw at 10:24 AM

II. Introductions

Attendees introduced themselves.

III. Approval of Agenda

Mr. Bradshaw requested the addition of an item under New Business, “new member welcome packet”. **Motion** by Vosburg, supported by Briggs, to approve the agenda as amended. Motion carried unanimously.

IV. Approval of the Minutes of the October 24, 1013 meeting.

Motion by Maier, supported by Robinson, to approve the minutes as presented. Motion carried unanimously.

V. Applications

A. Old Applications

1. None

B. New Applications

1. Westland
One site violated the contours, going five miles into Jackson County. Mr. Bradshaw advised the applicant and, in a December correspondence from the vendor, was told the site would be turned off and frequencies vacated. Warehousing of frequencies is prohibited in the Plan and vacated frequencies should be returned to the pool. **Motion** by Williams, supported by Vosburg, to attach a letter stating that the condition of approval is that unused frequencies be vacated. Motion carried unanimously. **Motion** by Maier, supported by Sandberg, to approve the application with the prior condition. Motion carried unanimously.
2. State of MI – Washtenaw
Although the schedule D is missing, this application is a modification and the schedule D was included in the original application. The contours are acceptable and Mr. Bradshaw recommends approval. **Motion** by Coates, supported by Williams, to approve. Motion carried unanimously, with Sandberg abstaining.
3. No other new applications

VI. Subcommittee Reports

A. Interoperable Communication Subcommittee

No report

B. Engineering/Technical Subcommittee

Mr. Beckman advised that the subcommittee is working on a response to the FCC filing.

C. Plan Revision Standing Committee

No action has been taken by the FCC on the Administrative Update

VII. Old Business

A. Compilation of Minutes

Electronic minutes thus far have been organized and posted to the web site. Older hard copy minutes need to be converted to electronic format.

B. Web Site

Mr. Maier has discovered a hosting and domain issue and will follow up.

C. By-Laws Revision

Ms. Coates distributed copies of the current by-laws for review and discussion at the next meeting. As the by-laws allow for alternates, each committee member should contact the agency or association he or she represents and request an alternate.

D. Other

No Other Old Business

VIII. New Business

A. 2014 Meeting Dates

Motion by Robinson, supported by Briggs, to adopt the following 2014 meeting schedule, with additional meetings at the call of the chair if needed: January 9 in Pontiac, March 20, May 15, July 17, September 26 in Tustin, October 23 in Frankenmuth. Motion carried unanimously.

B. New Member Welcome Packet

Mr. Bradshaw and Ms. Vosburg volunteered to assemble an informational packet for new members regarding the activities and purpose of the committee.

C. No other new business

VIII. Next Meeting Date.

The next meeting will be March 20, 2014 at 10 AM. at 4000 Collins Rd, Lansing, MI.

IX. Adjournment

Motion by Vosburg, supported by Maier, to adjourn. Motion carried unanimously. Meeting was adjourned by Chairperson Bradshaw at 11:33 AM.