**Meeting Minutes of the APCO/NENA JOINT MEETING**

**Thursday, July 15, 2021**

**10:00 a.m.**

**Virtual Meeting**

Meeting called to order by APCO President Chris Collom at 10:03 a.m. Pledge of Allegiance was recited.

APCO President Chris Collom entertained a motion to above the agenda. *Motion made by Sandra Nielsen and supported by Kelley Cunningham to approve the agenda. During discussion, NENA President Stephanie Lehman requested an amendment to move Jordyn Sellek, 9-1-1 Enabling Act report due to time constraints. Sandra Nielsen amended her motion to move the 9-1-1 Enabling Act report to after the NENA President’s Report and supported by Dave Rapacz; motion carried.*

**Introductions** were done via Survey Monkey, those in attendance include:

Rebecca Hubers Daniel Blaszkiewicz Megan Erickson Jack Boden

Terry Vogel Dave Plumb Caitlin Sampsell Jennifer Flick

Mike Gank Lisa Hall Dawn Cubitt Doug Fox

Joni Harvey Dominique Clemente Brent Williams Rich Rybicki

Garrett Parker Jon Whitford Kecia S Williams Leslie Clanton

Jason Bernard Ray Hasil Sherry LeVeque Kim Ostin

Donna Kuti Eric Mulvaine Katlin Hall Dennis Brandenburg

Reed Wakeman Tony Leese Lyndsay Stephens Michelle James

Jeff Kelley Jeremy Ludwig Jeff Troyer April Heinze

Samantha Sturgis Jennifer Robinson Scott Tallmadge Michael Armitage

Meg Fouss Richard Feole Jim Hansen Patricia Coates

Crystal Baetz Sarah Reedy Sandra Nielsen Kelley Cunningham

Chad Chewning Amy Thomas Chris Collom Tom Sands

David Rapacz Cynthia Fell Theresa Hart Angela Elsey

Tim Jones Jordyn Sellek Stephanie Lehman

**Board Members Roll Call** - APCO Board: Chris Collom, Dave Rapacz, Kelley Cunningham, Michelle James, Kim Ostin and Sandra Nielsen present, Kim Grafton, Phyllis Fuller and Larry Stidham absent with notice. NENA Board: Stephanie Lehman, Samantha Sturgis, Tim Jones, Jim Hansen present, Leah Hornacek absent, Tammy Smith and Marc Gramlich absent with notice. Quorum was met for both boards.

**New Member Report** - presented by APCO 2nd Vice President Dave Rapacz: We have 67 new members with a total of 505 members.

**APCO Minutes** - presented by APCO Secretary Michelle James for the approval of the March 2021 minutes*. APCO President Chris Collom entertained a motion to approve the minutes as presented. Motion to accept the minutes as presented was made by Stephanie Lehman and supported by David Rapacz; motion carried.*

**APCO Treasurers Report** - presented by APCO Secretary Michelle James: Chapter balances as of June 30, 2021 are as follows: Checking: $54,177.39 and Schwab Account: $86,409.86 with our Total Funds: $140,587.25. *Motion to accept the Treasurers report as presented made by Tim Jones and supported by Stephanie Lehman, motion carried.*

**APCO President Report** - presented by APCO President Chris Collom; APCO National Conference is coming up the week of August 15th in San Antonio Texas. We will be collecting the names of people that will be attending. This is an exciting year for us as SERESA 9-1-1 Telecommunicator, Kathryn Schmelzer will be honored as the National 9-1-1 Telecommunicator of the Year. Kim Ostin is up for Life Membership of APCO which is a big accomplishment for Kim. CONGRATULATIONS Kim on years and years of volunteering on both state and national levels. What a great honor!

**APCO COMMITTEE REPORTS**

**CJIC Update** - presented by Lisa Hall; Fire Departments and Radios, Lisa got a reach out from LEIN Field Services because a couple of agencies came under review and offered up that their fire departments had access to Law Enforcement talkgroups and channels on their radios. That is technically a violation because that gives them direct LEIN access. Even though you can hear that information on a scanner, providing them direct access is a violation. Lisa is digging into that a little bit further but she doesn’t really see anyway around it. Any agency that has given your Fire Departments access on their templates to Law Enforcement channels where you give CJIC information, that could be a problem. Lisa would not be surprised if this starts to be included in an audit moving forward. Lisa also got a reach out from a neighboring county on the new law dictating the removal of personal information from court documents and public facing documents. One court has interpreted that to be stripping all personal information warrants except for the name and then providing all personal information in a separate form. This was all supposed to be in place by July 1st. They realized they didn’t take into consideration that some of these documents get forwarded on to criminal justice agencies, so they have extended the compliance to January 1, 2022. Lisa is still unclear as to what they think the solution is. It sounds like it could be warrants/personal protection orders coming out of the courts will stay as is and get forwarded on. If there is a public facing one, they would strip it and pass that one on to a public packet. Or the State Court Administrative Office may be requiring two different orders to be used. So, if you still enter warrants, you would get a warrant plus a form that had the information. Lisa is trying to get answers. Lisa would recommend that if you are still entering warrants, you reach out to your prosecutor’s office to see if they are aware of it. Lisa will send Chris and Stephanie the links to send out to the memberships. There was a LEIN Workgroup meeting. They have a few things they are working on. If you have any feedback on it, you can give that to Carrie from LEIN or give it to Lisa and she will pass it on. They are considering making a new form for conditional bonds and separating out PPO to conditional bonds so that the entry is a little less confusing. They are still bouncing around condition entry. Lisa did express that if they were going to make conditions mandatory, they have to make them modifiable so we don’t have to cancel an order to correct or change anything. They are on a code freeze so they cannot make any programing or form changes for a year or maybe even longer. They are looking at making conditional bonds and PPOs valid on their face just like warrants are. They are looking for some feedback on that. They are looking into the protentional of changing their rules for entering missing person other. Currently you can’t use that for anyone over 21 years of age. Some people like to use that when nothing else fits. LEIN does not allow it for over 21. They are considering allowing it if the person has been missing for over 30 days since this is the trigger when LE has to enter dental records and different things if there is a voluntary missing and it has been 30 days with no word. They have been requested to consider adding fields to stolen vehicles entries, modifications and cancellations in an effort to allow them to allow agencies to get statistical information. They have also been asked to add in location of where it was stolen and recovered. Lisa advised the next CJIC board meeting is next Friday and she plans on talking about the personal information stripping since there is a representative from the State Court of Administrators Office on that board.

**Training/Membership Activities** - presented by APCO Kim Ostin; we had the April training and nothing is planned for the Fall right now. We are going to look into having a Spring Training again. We are in the process of looking into sessions for that right now.

 **Professional Development** - presented by NENA President Stephanie Lehman; we are currently in the middle of the summer testing period. The fall exam period application deadline for ENP is September 3rd. The fall exam dates are October 2nd through the 16th. Louisa Lake with Mission Critical Partners does have a new study group starting on July 26th so if your interested in sitting for the exam in the upcoming future I strongly suggest you enroll in the study group. Even if you don’t want to sit for the exam, the study group is actually great material. They bring in a bunch of industry experts and the sessions are recorded and achieved so you can go back and look at earlier sessions. The study groups meet on Monday’s at 3pm. We currently have about 58/59 ENPs for the state but there are several that are retired and have expired. For 2021 we have 1 new ENP from Barry County, Katlin Hall. Nothing to report on the RPL side other than there is one Michigan person starting the RPL program. Hopefully after they complete the program, they will be interested in joining Stephanie on the Professional Development Committee to bring more information to the groups.

**Technical** - presented by Jeff Kelley; we have still been moving forward with multiple integration projects. We have Muskegon, Kent, Clinton and Oakland County that are all moving along right now. Our MPSCS radio management web interface is now live and available for use. This will allow you to manage and see what radios you have on the system, request tickets and check status of tickets. We are also looking to add a few more to the radio programming unit. We hopefully have two additional programmers and one additional templet designer that we are waiting to get posted.

**Frequency Coordination/MPSFAC/700MHz** - presented by Pat Coates; MPSFAC meeting is next Thursday. Keith has been doing a lot of frequency coordination with the MPSCS because some of the new frequencies sites they have been requesting in the Upper Peninsula and Grand Traverse need to be closely coordinated with Wisconsin. We have to make sure there is no interference. As far as I know, we have not received all of the letters of concurrence we need from the adjacent regions to move forward with the 700MHz plan and submit that to the FCC. The last rewrite was to protect some channels for interoperability but allow some fixed repeaters on those channels.

**FirstNet Committee** - presented by Brent Williams; Brent has retired from his position with FirstNet. Kyle Richardson will be our representative now for FirstNet. A lot of new towers going in. A lot of new sites being put up in the U.P. so the coverage in the U.P. will be getting better.

**Joint Michigan Conference** -presented by Chris Collom; the conference is scheduled for October 24-27, 2021. The conference will start Sunday at Noon. We have most of our keynotes locked in. Sunday afternoon will be Joe McCarville and Doug Showalter. Tuesday will be Travis Mills and Sam Glenn will be closing this year on Wednesday. Things have had to switch this year due to COVID. We are still working on our Monday speakers to make sure they are still able to present. We will be at the Kalamazoo Radisson Plaza Hotel. We are looking forward to seeing everyone in person in October. We are also at the Radisson Plaza in 2022! We are already starting to talk about 2023 & 2024. Registration will be open soon!

**APCO National** - presented by APCO Executive Council Kim Ostin; National Conference in San Antonio is almost here. It is being held August 15-18 and registration is tracking a little better than for Baltimore. The number of guests registered has increased as well. There will be a new schedule builder that works along with a new app to make it easier to plan your time. Look for information from National regarding this and instructional information will also be sent out via video link and evaluations on the sessions you attend will be available daily instead of at the end of the conference. Staff is in the final stages of planning and looking forward to giving the attendees a wonderful time. I will be attending the Michigan representative and encourage you to let me know if you have anything you would like me to bring to the annual Executive Council meeting.

There is a new webinar scheduled that is free to members. It is being presented August 3rd at 1pm titled “Rethinking 9-1-1 Emergency Response & Incident Reconstruction presented by NICE and RapidSOS. You can register for this presentation on the APCO website on the homepage of the chapter website.

There is new action taking place on the 9-1-1 Saves Act. Information on this can be found on our chapter home page and I encourage you to contact your state representative and our senators to get telecommunicators reclassified as being a Public Service Occupation instead of Administrative/Clerical.

A Silent Key was requested for Dave Held and was posted in the Member Chapter Services Newsletter and on the homepage of the APCO, Intl. website. Please take time to read about this wonderful man and the role he played in telecommunications in Michigan.

**APCO Awards** - presented by Sandra Nielsen; the nominations are open and the forms are on our website. The deadline is September 1st. Start getting your nominations in. We are still moving forward with having our awards dinner on October 21st in Frankenmuth.

**APCO Historical** - presented by Rich Rybicki; Dave Held passed away last month. He was a former past president of Michigan Chapter APCO, frequency coordinator for many, many years. He did a lot for Michigan APCO and he will be missed. Congratulations to Kim Ostin for becoming a APCO Life Member. I am back on the National Historical Committee. We had a meeting last week. We will be updating the website with some changes.

**Legislative** - presented by Jordyn Sellek; House Bill 5026 sponsored by Julie Calley. This with the budget and COVID recovery funds are taking precedence over everything else. Everything that is in the bill, there a couple of fee increases. Moving the post-paid fee from .25 cents to .27 cents and the pre-paid percentage from 5% to 6.5%. This would cover the revenues lost from pre-paid sales over the last few years and cover us going forward to pay for the network. One thing that has changed, because the state has about 3.5 billion dollars in excess revenue, when they were anticipating a 3-billion-dollar loss, they want to consider a one-time appropriation to the network. That is being explored by Representative Calley. Once we have more information on that, we will let you know. We still need your PSAPs to encourage your Legislators to come and visit. We will be providing some updated talking points to you. As always, if you have any questions, you can reach out to myself, Lisa Hall, Pat Coates, Michael Armitage, Bryce Tracy or Chris Izworski. They are working on it for MCDA. We only have from September to December to finish this.

**NENA Young Hero** - presented by Stephanie Lehman; the deadline is past however, we still need calls so if you have any, please submit them to Chris ASAP. If you do submit a call to Chris, please do not redact the important information. Only redact the LEIN information. We will probably still do something to honor the 2020 winner. More to come on that.

**APCO Commercial** - presented by Jim Hansen; since the conference is official, we are going to be working hard on outreach and maximizing registration for vendors and sponsors.

**State 9-1-1 Committee** -presented by Rich Feole; certification has been working on Midland County, Detroit Service District and the Conference of Western Wayne. We have final drafts on those and will be presenting those to our subcommittee in August. The process has begun for Newaygo County, Kent County, Macomb and Down River. Lyndsay has been working hard to schedule virtual visits for those. Training Subcommittee; at the last SNC meeting the FTE was approved at $432.97 for 2021 training funds and 119 PSAPs are included in those and also 3 MSP PSAPs. The 2021 Technology Forum is a go for this fall so make your reservations if you are planning on attending.

**State 9-1-1 Administrator** - presented by Joni Harvey, Theresa Hart and Lyndsay Stephens;

**Automation Project:**

Phase 3 development is complete and we are working on the testing phase. This will automate many forms that collect information from local agencies, PSAPs, courts, etc that the State 911 Office needs to compile the Annual Report to the Legislature. It will also automate the PSAP outage form. All forms are currently manually completed and mailed or emailed to our office. The projected go live date is July 20, 2021.

We would like to thank the PSAPs for their continued participation and patience as we keep working through the automation project phases. Please continue to track and report any issues with your agencies training records. This seems to be the biggest section having problems we are still working through. When you can get in there and play around with it and if something looks off let us know. What we see and what you see are different. Some of the issues are sporadic which is making them difficult to pinpoint what the issues are. We hope to see a significant improvement and a resolution to existing bugs with update being deployed next week.

If you or your agencies need a refresher training on this contact Theresa and she will absolutely work on this one on one with your agency. Theresa and Lyndsay will also be presenting a session at the State 911 Conference on MiSNAP.

**Text-to-911:**

Currently 77 counties and 1 Wayne County Service District have deployed Text-to-911 coverage in Michigan:

Population coverage – 76.46%

Land coverage – 94.52%

The figures are based on the land area of the county accepting Text-to-911 and do not reflect carrier coverage.

**MI Public Safety Broadband Workgroup (FirstNet)**:

FirstNet and AT&T provided an update to the State on network development in March:

* 1182 sites have been added to date, with an additional 245 sites planned for 2021.
* 16 State Supplemental Sites on-air currently with 8 more planned for 2021.
* 48 Fixed Generators added to date with 69 more planned for 2021.

Also, the MiPSB website has been updated to include available resources for Public Safety from FirstNet, T-Mobile and Verizon.  Visit [www.michigan.gov/mipsb](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.michigan.gov%2Fmipsb&data=04%7C01%7CHomantC%40michigan.gov%7Cde398ca928564ea7e8b308d925cc631b%7Cd5fb7087377742ad966a892ef47225d1%7C0%7C0%7C637582382023026801%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=bfdc9clR3f0B0C5yXkLfIChKGPGUAmz9h3tKlxsVbwY%3D&reserved=0) to learn more.

The workgroup meetings are public and held monthly. If you would like to call in and participate or listen in, please email Andrew directly at halfmana@michigan.gov or 517-243-9374.

**Emerging Technology Forum September 28-29 @ Great Wolf Lodge:**

Registration is open in MI-TRAIN and the deadline is September 4. The Tech Talk dinner Monday night, September 27 requires registration as well and there will be a networking hour prior to dinner. The discounted room block rate of $85 expires is also September 4 using code 2010STATE. The agenda and session descriptions are posted on our website [www.michigan.gov/snc](http://www.michigan.gov/snc) under Emerging Technology.

**Next Generation 911 Grant:**

The award was approved for the following projects in the following amounts:

CPE equipment subgrants to local PSAPS as approved by TAC $2,852,250

Upgrade Repository Code $ 487,000

GIS address point gap fill $ 577,741

Administrative (travel for TAC) $ 22,679

 **Total** $3,939,670

The local match for the CPE project is 3%. There were 18 grants awarded to local agencies. Of those, 14 have completed the installation process. Three of those have not submitted photos for the equipment purchased and participated in the virtual meeting in order for the TAC to process their final payment, all three are waiting to be scheduled and final payment to the vendor processed.

Progress continues as we prepare to go live with the upgraded system trainings. Informational meetings will be sent out to local agencies for participation and onboarding of their GIS personnel into the upgraded system. TAC members are currently getting a demonstration of the upgraded system bi-monthly during the TAC meetings.

The original 13 counties came in under budget for the gap fill project. The subcommittee is working with Geo-Comm to utilize the funds for further analysis, trying to include as many of the agencies that participated in the data analysis in the summer of 2020. Currently, three of the 13 counties are under way and moving along well. The State 911 Office receives a weekly progress report from Geo-Comm with the status of each county. There are two additional groups outside of the 13 counties that are having work provided under the Geo Comm contract, work will begin as soon as the statement of work contract has been amended and signed.

If you would like more details on the projects of the NG911 Grant or the TAC, please reach out to Ms. Lyndsay Stephens directly.

**Other Activity of the State 911 Office (SNO)-Joni**

* Office Staff have all been issued new phone numbers. An email was sent out to all PSAPs with the detailed information. The previous numbers will be turned off this week.
* All qualifying PSAPs should have received their first distribution of training funds late May/early June. If you have not received your payment, please contact Theresa and she will follow up with Treasury.
* The 911 directors group met regarding the discussion of a possible best practice recommendation for 988 in Michigan. We had a productive meeting that ended with many questions regarding 988 that we are waiting on before scheduling our next meeting. I am hoping this will be before the end of July.
* We are still in the process of our bi-annual audit with the Auditor General.

* The State 911 Office will remain in a telework status on a permanent basis. We are now approved to travel and attend in-person meetings, trainings, and conferences. Our schedules will be a hybrid of virtual and in-person meetings
* 3G issues, there are some areas in Michigan that we were not aware this was coming. I will work on a follow-up email for that. There is still some information I want to gather. A press release is being prepared and will be sent out to everybody once I get it.

**MCDA -** presented by Michael Armitage; our priority right now is the State 911 Legislation that has been covered by Jordyn Sellek. We have also been involved in the FCC notice for proposed rulemaking. The final orders and rules regarding the 9-1-1 fee diversion. There is a task force that was put together to continue to work on this issue. If you have not seen a copy of the rules that were released, send me an email and I will get a copy to you. When you read through those rules, you can see how many references there are to Michigan agencies and our input. We had a great response and I really appreciate it and I do think if made a difference when it comes to the rules that were decided on by the FCC. They did recognize Michigan’s argument of uses of devices, there wasn’t too much pushback on allowing that. One of the major things for many of us came from the radio aspect. The first part had an allowable section that was pretty vague but it looked like we would be okay. The second part had the disallowable examples that called out things such as radio infostructure and field unit radios. The good news is when they actually published the rules, they moved that disallowable example from the rules. So essentially what they have done is leave it pretty vague and printed some of the further definitions down to the strike force. The way it stands now, they have removed that disallowable example of field radios and radio infostructure and sent it to the task force for further clarification. There is still an appeals process so agencies can make an argument on some cases. There will be more to come as the strike force continues to work. We are lucky in Michigan to have two members on the strike force and members on the workgroups. Some follow-up on Jordyn’s conversation, we have been working with PFN. PFN may reach out to some of your centers and request to facilitate a meeting with legislators. That is your decision, but I would encourage that you get legislators in your PSAP during this time.

**Nominating Committee** - presented by Sandra Nielsen; our nominations will be opening August 1st and they will run until August 31st at 5pm. All current board members need to submit a letter to me by July 31st if they will be seeking re-election. If they will be seeking re-election, that doesn’t mean that a nomination can not be put forth for any of the open board seats. We will be sending out a notice once that is open to submit your letter of interest. Make sure to review the policy manual for criteria that you need to meet in order to be a nominee. If you have any questions, please reach out to me. No report for NENA nominations at this time.

**APCO/NENA Old Business** – Was already covered by Michael Armitage.

**APCO/NENA New Business** – We are still trying to find a location for our September meeting. We want to keep it somewhat centrally located. Watch for that in your emails and web pages. We anticipate that as we migrate back into the in-person environment, it could go either way, not highly attended or it could be highly attended so we are trying to maneuver through the logistics of that. We have had some inquiry as to if we are going to continue to offer the virtual environment at well. We are still not ready to report on that, we are still trying to work through the logistics of all of that. More information to come.

**APCO Old Business** – No old business

**APCO New Business** – Just a reminder once again, our annual meeting is back on. It will be held at Frankenmuth with Motorola as the sponsor. As always, we thank them for this. The awards ceremony will also take place too.

**Motion to adjourn** - *motion made by Tim Jones and supported by Rich Feole. Meeting adjourned at 11:31 p.m.*

Respectfully submitted,

Michelle James

Secretary, Michigan Chapter of APCO

**The next meeting will be**

**APCO/NENA JOINT MEETING**

**Thursday, September 9, 2021**

**10:00 a.m.**

**Kalamazoo Consolidated Dispatch Authority**