

**C.C.E. Central Dispatch Authority
Board of Directors
1694 US Highway 131 – Petoskey, Michigan
MEETING LOCATION
Petoskey City Hall**

MINUTES

July 20, 2016

BOD MEMBERS PRESENT

James Tamlyn
John Wallace, Secretary
Mark Bronson
Marcia Rocheleau
Pat Ball
Bill Dohm
Tom Richards

REPRESENTING

Emmet County Board of Commissioners
Cheboygan County Board of Commissioners
Cheboygan County Cities and Villages
Cheboygan County Townships
Emmet County Townships
Alternate Emmet County Townships
Emmet County Cities and Villages

BOD MEMBERS ABSENT

Michael Cain, Chairman
Chris Christensen
Rob Straebel
Dennis Howard

REPRESENTING

Charlevoix County Cities and Villages
Charlevoix County Board of Commissioners
Alternate Emmet County Cities and Villages
Charlevoix County Townships

911 COMMITTEE MEMBERS

Marty Krupa
Kevin Lawson
Marty Krupa

Emmet County Administrator
Cheboygan County Administrator
Emmet County Administrator

OTHERS PRESENT

Bob Bradley
Greg Clark
Sheriff Pete Wallin
Undersheriff Chuck Vondra
Lt. Matt Breed
Al Welsheimer
Megan Anderson
Jessica Spindler
Mike Muskovin

REPRESENTING

CCE Central Dispatch
CCE Central Dispatch
Emmet County Sheriff's Office
Charlevoix County Sheriff's Office
Petoskey Department of Public Safety
Resort Bear Creek Fire Department
OEM
Tele-Rad
Motorola

Meeting called to order by Vice Chair Jim Tamlyn at 325PM.

ROLL CALL – See Above

PUBLIC COMMENT

APPROVAL of MINUTES

Mr. Dohm advised Mr. Clark of an unfinished sentence in the minutes. Mr. Clark stated he would review the June minutes and bring them back to the Board with completed sentence for Board approval at the August meeting.

NEW BUSINESS

PROPOSED RADIO PROJECT REPORT

Mr. Bradley discussed a proposal to create a Steering Committee to gather information on a proposed 800 MHz platform project. Mr. Bradley stated that we would like to create a committee with BOD members TAC members 911 staff members, Ms. Kortz, County Administrators. Mr. Wallace asked if we would test 800 pagers first, Mr. Clark explained that the idea is to look at the 800 project in its entirety.

Mr. Tamlyn felt this was a good way to the project moving forward to with input from users, board members.

Mr. Richards asked if the Steering Committee would be tasked with looking at funding mechanisms.

Mr. Tamlyn felt that it was important to get the information to review.

Mr. Richards asked if potential Steering Committee members had been identified by their level of interest.

Mr. Bradley discussed that Dispatch Operations are already set up to operate in either VHF or 800 MHz as was designed by staff.

Mr. Tamlyn stressed the importance of the Steering Committee and the membership up of the Steering Committee members and how this group assist in guiding the process of fact finding and the information that will be presented to the Board of Directors. Mr. Wallace agreed with Mr. Tamlyn.

Mr. Richards asked if the Board had confidence in reaching out to the users to assist in creating the committee and gathering the needed information.

Mr. Dohm recommended the Board Chairman Mike Cain should be involved and felt that he would be a good fit for the Steering Committee. Mr. Bradley stated that Mr. Cain is supportive of the formation of the Steering Committee.

Motion made by Mr. Richards to authorize the staff to create a Steering Committee to move forward with reviewing all aspects of our current radio system and the potential 800 MHz radio including financial cost sharing aspects. Support from Mr. Ball. Motion carried by Unanimous Voice Vote.

Mr. Richards stated he would attend as many meetings as possible along with Chairman Cain.

It was suggested to meet at either the City of Petoskey or the City of Harbor Springs for a meeting place if CCE parking was still not available.

MPSCS CO-LOCATION PROJECT

Mr. Bradley mentioned that at the previous meeting the Board approved the MOU with the MPSCS to locate on our Mackinaw City tower. An updated Exhibit B1 was presented to the Board to replace the previous version of Exhibit B. The updated Exhibit B1 identifies the specific antenna types and antenna details should the need arise for any future replacements that may need to be made.

Motion by Mr. Richards with Support from Mr. Wallace.

Motion carried by Unanimous Voice Vote.

LEGAL REPRESENTATION

Mr. Bradley presented the correspondence information that was sent to us from Plunkett & Cooney, our Legal Representative Mr. Dick Dinon was no longer affiliated with Plunkett & Cooney. The document presented allows us to retain Mr. Dinon as our Legal Representative. Mr. Wallace asked if Mr. Dinon was interested in continuing on this capacity. Mr. Richards asked if we felt that Mr. Dinon was the primary labor council for CCE and not the Plunkett & Cooney staff.

Motion by Mr. Wallace to continue on with Mr. Dinon as our Legal Representative with Support from Mr. Ball. Motion carried by Unanimous Roll Call Vote.

MICROWAVE CONNECTIVITY PROJECT

Mr. Bradley discussed the Microwave project that was paid for through an awarded CGAP grant. He explained that this is a continuation of the Grant that was awarded to CCE for creating a microwave connection into the MPSCS system to create a secondary redundant connection. This will connect the CCE tower to either MPSCS towers in East Jordan or Harbor Springs. Ms. Rocheleau asked if there would be additional costs involved, she noted that there may be a need for a tower structural analysis on the MPSCS side.

Mr. Clark explained the process of how we connect into the MPSCS system for radio operations and that we will be using both fiber paths and microwave paths to keep our systems connected into the MPSCS radio system. The project is fully funded through the CGAP grant that was awarded to fund the project.

Motion by Mr. Ball with Support from Mr. Richards

Motion carried by a Unanimous Roll Call Vote.

DIRECTORS REPORT

Mr. Bradley discussed the Petoskey City water tower project and the cellular companies have started to dis-assemble their equipment from their temporary towers.

Mr. Tamlyn asked if we could move the 911 meetings around to various entities, he felt this was a good way to get the board out to see different County and Municipal venues. Mr. Tamlyn suggested sites like Indian River or Charlevoix.

Mr. Bradley gave an update on the Wexford County 911. Mr. Bradley discussed the information provided to him from Chairman Cain about their current 911 Center that operates within the Sheriff's Office.

Mr. Bradley had a discussion with the Sheriff and Undersheriff and that they were originally looked at to create a Local Authority and go increase their surcharge amounts. Mr. Bradley also discussed what the different options were for the Wexford County 911 Dispatch operations.

Mr. Wallace felt that we cover enough area currently, though he did feel it was important to create emergency redundant connections and systems with other County 911 Dispatch centers, but was concerned about taking on another area at this time.

Mr. Bradley discussed if the Board was OK with moving the August 17, 2016 meeting to 11:00 am in the morning. He stated he would advise the Board Chair of the time change.

ROUND TABLE

Mr. Tamlyn asked about NG911 and where we are with the process. Mr. Bradley discussed that we are currently having regular planning and design calls, with a target date of October/November to move our 911 Service Delivery to NG911.

Mr. Wallace asked about where the 911 Committee was on the evaluation process of the director.

Ms. Rocheleau mentioned that a comment was made at a fire board meeting that they were having trouble with receiving fire pages in Cheboygan County, she said she would put staff in contact with fire personnel. Mr. Richards mentioned that he does not like when complaints are not brought to the 911 staff.

Mr. Wallace mentioned that he and Mr. Clark attended a Cheboygan Fire Association meeting to obtain feedback from the field. Mr. Tamlyn mentioned that he does occasionally get some complaints about coverage in hilly areas of Emmet County.

Request for any further Public Comment from the Meeting Chair. No Comments.

ADJOURNMENT

Motion made by Mr. Wallace to adjourn the meeting at the call of the Chair, Meeting adjourned at 423 PM.

Respectfully submitted by Greg Clark