

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

**MINUTES**

**February 17, 2016**

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**BOD MEMBERS PRESENT**

Jim Tamlyn, Chairman  
John Wallace, Vice Chairman  
Chris Christensen  
Dennis Howard  
Pat Ball  
Tom Richards  
Mark Bronson  
Bill Dohm

**REPRESENTING**

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

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**BOD MEMBERS ABSENT**

Michael Cain, Secretary  
Marcia Rocheleau  
Rob Straebel

**REPRESENTING**

Charlevoix County Cities and Villages  
Cheboygan County Townships  
Alternate Emmet County Cities and Villages

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**911 COMMITTEE MEMBERS**

Kevin Sheppard  
Jeff Lawson

Charlevoix County Administrator  
Cheboygan County Administrator

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**OTHERS PRESENT**

Bob Bradley  
Greg Clark  
John Calabrese  
Al Welshiemer  
Mark Strandskov

**REPRESENTING**

CCE Central Dispatch  
CCE Central Dispatch  
TAC- Petoskey DPS  
TAC- Resort Bear Creek FD  
CMU – Network Administrator

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Chairman Michael Cain called the meeting to order at 305 PM.

**ROLL CALL** – See Above

**PUBLIC COMMENT**- None

**APPROVAL of MINUTES** from January 20, 2016 Meeting

Motion made by Pat Ball with Support from John Wallace to Approve the Minutes of the January 20, 2016 meeting. Motion carried with Unanimous Voice Vote.

## **NEW BUSINESS**

### **CMU-CCE Tower Lease Discussion**

Mr. Bradley discussed the request from CMU to locate internet infrastructure on our primary CCE Tower to send a signal to Beaver Island. Mr. Bradley gave a brief discussion on the tower network on Beaver Island and how CCE Central Dispatch utilizes that network to broadcast radio and data to response agencies on Beaver Island. Mr. Mark Strandskov was present to discuss their proposal, their proposal is to provide a high speed internet network for education, library, medical and public facilities on Beaver Island. CMU now owns the tower on Beaver Island that CCE has gear on. The sale does reserve space on the tower for CCE's Public Safety frequencies.

Mr. Strandskov discussed their project and how the timeline is moving quickly, they are working with Char-EM ISD to assist them. The proposed project includes providing a 400-800 megabyte pathway to the island for, CMU currently has contracts with Peanne Township to offer internet services. They would be utilizing possibly 2 larger antennas and a larger microwave dish. Mr. Strandskov discussed their goal to offer educational high speed network to the school and library.

Mr. Wallace asked about using the CCE Stutsmanville (Emmet West) tower, RM. Mr. Strandskov explained that there is not enough bandwidth capacity at that tower site. At this time there is not the necessary fiber or bandwidth at the Stutsmanville Tower site.

Mr. Christensen asked if CMU was accessing through Merit or PFN Fiber, Mr. Strandskov said they will be using Merit Fiber. Future consideration for bringing the Fiber to the tower is a possibility, currently the plan is to use a Microwave hop from North Central Community College to the CCE Tower.

A structural analysis will have to be completed to ensure that tower loading is within specifications.

Mr. Richards asked if the services provided to Beaver Island will generate compensation to CMU, Mr. Strandskov answered that there would be some revenues generated and that ultimately their goal is to create a redundant path out to Beaver Island.

Discussion took place on the ability to move the equipment from the primary CCE Tower to the Stutsmanville Rd Tower in the future.

Mr. Richards asked if CMU had any other alternatives to provide an access path to Beaver Island, Mr. Strandskov stated that there is not another alternate pathway to Beaver Island.

Mr. Strandskov said they will send out an RFP, to establish the project. They have looked at several options and they feel this is their best for the goals they are trying to obtain.

Mr. Dohm asked that during the structural analysis we make sure that we do not get into a situation of big microwave dishes being too close and causing wind issues. He is requesting written assurances that this will not have any safety impact on our current communication system. Mr. Richards asked if the structural analysis would identify and potential impact on our tower during winds storms or events.

Mr. Dohm asked about how this project would fit into our current tower rental documents. Mr. Bradley mentioned that he is looking at this as to ensure that this project fits into our current tower lease and rental plan.

Mr. Christensen thought that Mr. Strandskov was looking for positive feedback on from the Board on the CMU project, Mr. Strandskov agreed and stated that the CMU RFP had to be completed by Friday, February 19<sup>th</sup>. At this time CMU is looking for positive feedback from the CCE 911 Board to continue to move forward with their project. CMU would be willing to allow shared bandwidth on their towers to CCE 911 for radio signals.

Mr. Wallace mentioned that there are mutual benefits to working with CMU and NCMC.

Mr. Richards mentioned that he felt the contract language should indicate if there are any charges currently with our tower location on the Island.

Mr. Dohm felt that the project had merit and was supported by the CCE Board of Directors.

Discussion was held on bringing in fiber versus using a microwave length, CMU would research this option.

Motion made by Mr. Richards and Supported by Mr. Wallace to support the engineering study on the CCE Tower and to develop an agreement between CCE 911 and CMU to move forward with their proposed project to deliver internet to Beaver Island. Motion approved by Unanimous Voice Vote.

Mr. Dohm asked about the potential to acquire the Peanne Twp tower if CMU ever abandons the site.

## **DIRECTORS REPORT**

Mr. Bradley mentioned the Water Tower painting project. Diagrams were passed out showing where the Communications on Wheels (COWs) trailers would be placed in the grassy area.

We will most likely move the March BOD meeting to an alternate location due to the equipment taking up most of the parking area. Possible alternate meeting locations would be Harbor Springs or the Health Department Building on M-119.

Mr. Christensen asked about the information on the meeting from Christmas Eve Storm, are we developing any of the identified projects. Mr. Bradley discussed the issues that were identified have been under review reviewed and it is expected to have solutions in the near future. Remote monitoring is an identified project, we are currently working with our IT and the generator company to create the remote monitoring.

## **ROUNDTABLE**

Mr. Howard asked about the cellular locating if there have been locating improvements? Mr. Howard mentioned that dispatch was able to send his department right to the location of a snowmobile accident was reported. Mr. Howard also discussed some paging issues that he experiencing when he is in the Petoskey area.

## **911 Committee Report**

Recommendations will be to fill the Full Time Administrative Assistant position. Mr. Lawson explained that the committee is currently in the process and review of the different job levels within the Dispatch Center.

Mr. Lawson discussed the review process and indicated that they would give a presentation at the next Board Meeting.

Mr. Lawson explained about the goal setting and that we are coming up on the next work session.

Mr. Lawson explained that the use of space for OEM and 911 were discussed at a meeting held earlier today.

Mr. Clark mentioned that we would like to move forward with the eDispatches project. This is budgeted project and has been very well received by the agencies that have been testing it with us. This will provide a solid redundant back up to our Radio Tower communications network.

## **ADJOURNMENT**

Motion made by Mr. Wallace with Support from to adjourn at 1625 PM.

Respectfully submitted by Greg Clark