

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

**MINUTES**

**June 15, 2016**

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**BOD MEMBERS PRESENT**

Michael Cain, Chairman  
Shawn Wanncott  
John Wallace, Secretary  
Mark Bronson  
Chris Christensen  
Marcia Rocheleau  
Bill Dohm  
Tom Richards

**REPRESENTING**

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

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**BOD MEMBERS ABSENT**

Rob Straebel  
Dennis Howard

**REPRESENTING**

Alternate Emmet County Cities and Villages  
Charlevoix County Townships

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**911 COMMITTEE MEMBERS**

Marty Krupa

Emmet County Administrator

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**OTHERS PRESENT**

Bob Bradley  
Greg Clark  
Sheriff Pete Wallin  
Undersheriff Chuck Vondra  
Lt. Derek Carroll  
Lt. Matt Breed  
Al Welsheimer  
Mark Kooyers  
Jessica Spindler  
Mike Muskovin

**REPRESENTING**

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

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Meeting called to order by Secretary John Wallace called the meeting to order at 300PM.

**ROLL CALL** – See Above

**PUBLIC COMMENT**

Mr. Bradley introduced CCE's newest staff members Candace Pierce Administrative Assistant Michelle Katt Dispatch Operations Coordinator.

## **APPROVAL of MINUTES**

Motion made by Mr. Dohm with by with Support from Mr. Richards to Approve the Minutes of the May 18, 2016 meeting.

## **NEW BUSINESS**

Peane Township Mr. Bradley discussed the connection to Beaver Islands Peane Township to make a microwave connection utilizing our Stutsmanville Tower site.

Actions

Motion made by Mr. Dohm with Support from Mr. Richards to approve the amended lease agreement with Central Michigan University.

Discussion - Mr. Christensen asked about the terms of CCE's contract with our original MOU to, Mr. Wallace agreed that the point is our position on the tower secure.

Motion carried by Unanimous Voice Vote

## **MPSCS LEASE**

Mr. Bradley discussed the document that would create an MOA between CCE Central Dispatch (CCE) and the Michigan Public Safety Communications System (MPSCS). An updated Exhibit C (fee schedule) was passed out to the Board.

Chairman Mike Cain arrived at 3:10 pm, and assumed Chairmanship of the meeting.

Continuing Discussions - Ms. Kortz asked the question about the actual exchange of dollars between the CCE and the MPSCS, Mr. Christensen agreed with Ms. Kortz that the understanding was that there would not be an exchange of funds or if there is, the fee schedule would be the same.

Mr. Cain asked about the change to the fee schedules and why there is an updated document. Mr. Bradley stated that the MPSCS agreed to not charge for microwave back haul for up to two years. Mr. Cain asked if this was a migration from current tower sites to the MPSCS sites how much are we currently paying rent on for the current sites. Mr. Bradley explained that we would be moving from two tower sites that we pay on over to three MPSCS tower sites. Mr. Cain then asked if there would be advantages to the new locations. Mr. Bradley mentioned improved tower locations and heights, better monitoring, backup power through onsite generators and a more reliable tower system. Discussion was held on the advantages of locating CCE antennas on the MPSCS tower sites versus on the American Tower sites (our current site locations). Discussion was held on if it would be possible to have an agreement to Co-Locate antennas without

Mr. Richards stated that he believes that a true dollar value should be attached to both the CCE tower and the MPSCS towers projects to prevent future issues regarding any changes to fee schedules or agreements.

Mr. Cain stated that they have a proposal to agree on an MOA with the MPSCS

Ms. Kortz stated her understanding is that the rate to be set at breakeven on both sides.

Mr. Cain asked that the ultimately the goal was to allow for the MPSCS to have tower location on our Mackinaw City tower, and in turn allow for CCE to Co-Locate antennas on the MPSCS tower sites

Ms. Kortz asked if the goal is to provide an equitable fee schedule for being on our tower site. Her understanding is that both sides are public safety services and therefor it was to be and equitable exchange of dollars or no exchange of dollars at all for Co-Location of antennas.

Mr. Dohm asked where the first rate structure came from. Mr. Cain asked what the difference of being a "Member" vs. a "Non-Member". Mr. Wallace stated that he does not feel there is enough information to make a decision at this point. Mr. Dohm asked what the benefit (besides financial) was for CCE for the MPSCS being on our tower. Mr. Bradley mentioned the improved coverage of 800 radio signal for

Northern Emmet and Northern Cheboygan Counties along with better coverage through the Straits and areas of I-75. This also allows for a redundant path into the MPSCS system that will give us redundancy and more reliability in our connections, thus mitigating the connection issue we have been experiencing. Mr. Dohm stated that he believes that the project is good we just need to make sure it is fair to both sides. Mr. Christensen stated that we can quantify the project, we just need to know the costs to both sides before a decision can be made on the MOA.

Mr. Dohm thought that a current Board Member should assist in working with the current MOA discussions to assist with the negotiations.

Mr. Cain asked if there was any urgency to make a decision today or can we wait till we have both sides of the agreement. Mr. Bradley mentioned that Kathy Abbott is involved with the process.

Mr. Christensen stated that they have hired a wireless consultant that may be able to assist if needed to get estimated numbers of current vertical tower real estate. Mr. Richards added that he still believes that we need to assess a real value to tower space we are offering on both sides, even if it is just to provide an equitable dollar amount that is equal on both sides.

Mr. Christensen felt that if the Board had all of the information, including the values and dollar amounts of tower locations and all of the services being offered along with a comparison to what we currently are paying for, than a decision could be reached.

Mr. Cain summarized the board discussion to mean that they would like to have the MOA for both sides in front of them to have a complete discussion and to be able to make an informed decision on the MOA.

Mr. Wallace felt that an MOA that addressed the locations of tower to exchange antenna locations and an equitable fee schedule should give the board enough information to make a decision.

Mr. Cain confirmed that the Motion should be to postpone this discussion gather more information, he asked if Mr. Richards could assist.

Mr. Dohm made a Motion to post pone the MOA for discussion to gather further information with Support from Mr. Wallace. Discussion – Mr. Cain asked if Ms. Kortz could assist in the negotiations from the financial part of the negotiations.

Motion carried by Unanimous Voice Vote.

### **BEAVER ISLAND RADIO OUTAGE**

Mr. Bradley discussed the review of the radio outage that occurred after a Motorola upgrade.

There was a review with staff to make sure that the proper notifications are going out to the right people whenever there is a communication system issue. Sheriff Wallin stated that he is comfortable with the current notification process being used by Dispatch staff to notify agency users of issues that may affect them.

Mr. Cain stated that felt there is no further discussion at this point.

### **911 COMMITTEE REPORT**

Mr. Krupa was present for the 911 Committee to discuss the evaluation process. Mr. Krupa stated that there has not been any action since the last meeting. The committee will be meeting with Mr. Richards from the Board to review and bring the evaluation process back to the Board at the next meeting.

Mr. Cain reiterated that the Board's goal was to keep the process moving forward and not delay the process to far down the road.

Mr. Richards wants to make sure that there is a clear process and expectation within the evaluation document. Mr. Cain mentioned that he is concerned that getting into detailed criteria on the evaluation document could take several months to complete.

Mr. Krupa felt that it is important to review the agency Goals and Objectives to use as benchmark for the evaluation process.

Mr. Christensen felt that it was important to give the Director feedback. He agreed with Mr. Richards on making sure that we are using the proper measures.

Discussion was held on continuing on the Goal Setting process that was started with both the Board and the Technical Advisory Committee. Mr. Bradley stated that he would like to see benchmarks in the evaluation process.

Mr. Cain asked for direction from the 911 Committee, Mr. Dohm and Mr. Wallace expressed that they felt that the Board should utilize the current evaluation document for this year.

Mr. Wallace made a Motion to move forward with the current evaluation document and to include a review of the Goal Setting document, with a Second from Mr. Dohm.

Motion carried by Unanimous Voice Vote.

Discussion was held on getting the evaluation documents out to the Board and having the Board return those by July 01, 2016.

### **RADIO OVERVIEW REPORT**

Mr. Bradley gave a presentation and overview of current radio coverage on the MPSCS radio system and our current VHF radio system.

Maps were presented that showed areas of concern for coverage with both systems.

Discussion was held on the coverage areas of I-75 and US-23 in Cheboygan County.

Discussions were held on the coverage areas of Emmet County, Mr. Kooyers from Tele-Rad stated that in many areas of our three Counties the MPSCS tower sites and the CCE tower sites are close to each other in location, thus the reason you are seeing deficiencies in coverage for both radio systems. He also stated that the Mackinaw City Tower will fill in a coverage voids in Northern Emmet and Northern Cheboygan for 800 coverage.

Mr. Bradley discussed the next step in creating data for the Board's request to provide the numbers of radios and the costs of moving to the MPSCS 800 radio system.

Discussions were held on the radio requests that were received from each agency, the radio numbers were compiled to create a baseline number of radios that would be needed to move agencies onto the 800 MHz radio system. The numbers presented were provided give to the Board a general budgetary amount for a baseline. It was also discussed that CCE MCC7500 radio dispatch consoles were obtained under an AFG grant and this current radio platform is fully integrated for today and the future to 800 radio systems. The radio numbers presented do not include any 800 fire pagers. This would be a separate project from a different manufacturer.

Mr. Bradley then presented costs for moving the end users onto the MPSCS radio system, State of Michigan MI-Deal pricing was used with special incentives that were offered by Motorola.

Discussion was held on the costs of this project. Mr. Bradley discussed that currently Motorola has an incentive program that is available through the end of June.

Mr. Christensen asked if this radio is compatible for the future. Mr. Muskovin from Motorola addressed that the radios that were quoted that the current radio platform designed for the future with support for seven (7) years. Mr. Christensen asked for clarification on the budgetary numbers presented are all inclusive and did it include contract, support, maintenance, programming, project management and radios.

Mr. Christensen discussed the funding process as to who would fund the purchase of these radios.

Discussion was held on the funding and whether it comes from CCE or the individual communities with the three Counties, the Counties or from CCE911. The goal is to create a complete and consistent radio platform across all three (3) Counties to provide the best communication system available to the end users. Mr. Cain discussed that decision that will have to be made is do we invest our funding into our current VHF radio system or move our communications to 800 MHz platform, ultimately this will be the task that we will have to decide. Mr. Wanncott stated that it is important to follow take into consideration the recommendation from the Technical Advisory Committee (TAC).

Mr. Christensen mentioned that it is important to discuss the information about the MPSCS is asking for us to add resources to the MPSCS tower system, while they are negotiating the use of our Mackinaw tower site. Mr. Wallace asked if the 800 MHz system will be subject to narrow banding in the future, Mr. Bradley stated that it would not be. Brief discussion was held on future Narrowbanding of the VHF system across the Nation. Further discussion was held on moving forward with on how to determine funding, equitable radio numbers for agencies, 800 pagers and the appropriate radio type for the responder groups (i.e. ruggedized for fire departments and encrypted for law enforcement).

#### **DIRECTORS REPORT**

Mr. Bradley mentioned the MLTS legislation was passed by both the State House and the State Senate and is awaiting approval from the Governor.

Mr. Bradley mentioned that he received correspond from our law firm Plunkett and Cooney that our attorney Mr. Dinon is no longer with them. We will have to decide what direction we would like to use in the future. Chairman Cain suggested this be a future agenda item.

#### **ROUND TABLE**

#### **ADJOURNMENT**

Motion made by Mr. Wallace with Support from Mr. Christensen to adjourn at 5:21 PM.

Respectfully submitted by Greg Clark