

**C.C.E. Central Dispatch Authority  
Technical Advisory Committee  
Meeting Location  
1694 US 131 Highway  
Petoskey, MI 49770**

**MINUTES**

**October 10, 2019**

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**MEMBERS PRESENT**

Robert Farrell  
Chief Shawn Bauman  
Tim Drenth  
Sheriff Chuck Vondra  
Lt. Todd Ross  
Director Randy Weston  
Chief Al Welsheimer  
Director Matt Breed  
Undersheriff Mike Keiser  
Chief Todd Woods  
F/Lt. Jason Nemecek

**REPRESENTING**

Boyne City EMS  
Charlevoix County Firefighters Assoc.  
Charlevoix County Fire (Alternate)  
Charlevoix County Sheriff's Dept.  
Cheboygan County Sheriff's Dept.  
Emmet County EMS  
Emmet County Firefighters Assoc.  
Emmet County Police  
Emmet County Sheriff's Dept. (Alternate)  
Mackinaw City Police Dept.  
Michigan State Police

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**MEMBERS ABSENT**

Jay Peck  
Chief Gerard Doan  
Undersheriff Todd Reeves  
Sheriff Dale Clarmont  
Dallas Hyde  
Chief Dave Carpenter  
Chief Gordon Temple  
Chief Kyle Knight  
Sheriff Pete Wallin  
Chief Jeff Cobe  
Lt. Derrick Carroll

**REPRESENTING**

Charlevoix County EMS  
Charlevoix City Police Dept.  
Charlevoix County Sheriff's Dept. (Alternate)  
Cheboygan County Sheriff's Dept.  
Cheboygan Life Support  
Cheboygan County Fire Assoc.  
Tuscarora Township Police Dept.  
Harbor Springs Police Dept. (Alternate)  
Emmet County Sheriff's Dept.  
LTBB Police Dept.  
Michigan State Police (Alternate)

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**OTHERS PRESENT**

Megan Anderson  
Rob Jerman  
Candace Pierce

**REPRESENTING**

Office of Emergency Management  
CCE Central Dispatch  
CCE Central Dispatch

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**CALL TO ORDER**

Chief Welsheimer called the meeting to order at 9:33 AM.

**ATTENDANCE** – See rollcall above

**PUBLIC COMMENTS** - None

**CORRESPONDENCE** – None

## **AGENDA #5: APPROVAL OF MINUTES**

*Approval of Minutes for September 12, 2019 & September 26th, 2019*

*Motion made by Mr. Ross, with Support from Mr. Breed to approve the TAC Meeting Minutes for both, September 12th & September 26th, 2019. Motion carried by unanimous Voice Vote.*

## **AGENDA #6: CCE PUBLIC SAFETY SOFTWARE SYSTEM RFP – Action Item**

Mr. Welsheimer briefly talked about the previous meeting, and said some items were removed from the RFP. Mr. Jerman said the biggest change was the timeline, and May of 2020 is not feasible for a go live date. They are looking at January of 2021 as a more realistic go live date.

*Motion made by Mr. Bauman, with support from Mr. Weston to approve the CCE Public Safety Software System RFP as presented today. Motion carried by unanimous Voice Vote.*

## **BOARD REPORT**

Mr. Jerman said the call stats were not available this month. With the remodel of the dispatch room, there is one console that runs the report and it's not setup right now. He said we posted the dispatch position, unfortunately the previous employee resigned due to family issues. As of Tuesday, we had 138 applications for the position. We are in middle of remodeling the dispatch room, so all 5 consoles are setup downstairs in the conference room, which is why we are meeting in this location. There were a couple annoyances the dispatchers have to deal with but working through it as it's only temporary. Mr. Ross asked about the timeline, Mr. Jerman briefly reviewed that. The 800 radio project had a little snag, with the Charlevoix tower, so we are waiting to see if the other tower will be approved and still researching additional options.

According to Motorola we are still on mark with the timeline, however the State is 12 weeks behind on template approval. Which means April of 2020 before we will have that approval. Mr. Jerman explained that when the agreement was signed, part of that was every user has to be trained. He said it might seem like a waste of time, but in order to work the radio correctly, you have to understand the system. Mr. Jerman said there is no point in rushing through this, until we have those things all taken care of. We can bump up training a little, and chiefs can start as early as next month, but the others won't be ready for a bit longer (dates were still being discussed). Ms. Anderson talked about the process. Mr. Ross didn't think it was necessary to send someone from each agency. Bob Olson from MPSCS mentioned the training requirements and explained that the reason behind the training is because there was a failure somewhere along the line, so talked about the state learning and improving radio usage. Ms. Anderson said it was recommended that the chiefs and sheriffs take an 8 hour class. Sheriff Vondra said this timeline still concerns him because so much is being crunched into the summer. Chief Welsheimer asked why we can't start the training in January. Director Weston said his staff has been trained on 800 radios already. Ms. Anderson said the system is not prepared to take on build outs as they are ready, the patches aren't prepared and it will take the system down. Bob Olson said the state is aware of the amount of traffic, and the calculations are made using formulas made across the state. In order to add the additional load onto the system, they need the fixed equipment and Grades of Service (GOS), otherwise they will all get busy signals. The State has to worry about past pattern of traffic and that's what determines how they handle the load for each tower. Ms. Anderson asked if there would be a problem for the training to take place in April. Mr. Olson said the requirement is you are all trained, and if that means April then do a refresher before the go live, that is fine with him. He said they need to get the Train the trainer class scheduled with the state, for Jan or Feb. So the Chiefs 8 hour class needs to get scheduled this fall, according to the state.

## **ROUNDTABLE**

**Welsheimer** - Nothing

**Ross** – Nothing

**Bauman** – Nothing

**Farrell** - Nothing

**Breed** – Nothing

**Keiser** - Nothing

**Drenth** – Nothing

**Vondra** – Nothing  
**Nemecek** - Nothing  
**Woods** – Nothing  
**Anderson** - Nothing  
**Weston** – Nothing  
**Jerman** – Nothing

**ADJOURMENT**

Mr. Welsheimer made a motion to adjourn the meeting, and the board approved at 10:18 AM.

Respectfully submitted Candace Pierce