

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

**MINUTES**

**January 10, 2019**

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**MEMBERS PRESENT**

Chief Al Welsheimer  
Lt Todd Ross  
Director Randy Weston  
Chief Gerard Doan  
Jay Peck  
Lt Derrick Carroll  
Sheriff Chuck Vondra  
Lt. Tim Rodwell  
Dave Carpenter

**REPRESENTING**

Emmet County Firefighters Assoc.  
Cheboygan County Sheriff Dept.  
Emmet County EMS  
Charlevoix City Police Dept.  
Charlevoix County EMS  
Michigan State Police  
Charlevoix County Sheriff Dept.  
Emmet County Sheriff Dept.  
Cheboygan County Fire Assoc.

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**MEMBERS ABSENT**

Sheriff Pete Wallin  
Chief Shawn Bauman  
Director Matt Breed  
Dallas Hyde  
Chief Todd Woods  
Chief Kyle Knight  
Chief Jeff Cobe  
Mike English  
Undersheriff Todd Reeves  
Chief Dan Socha

**REPRESENTING**

Emmet County Sheriff Dept.  
Charlevoix County Firefighters Assoc.  
Petoskey Dept. of Public Safety  
Cheboygan County EMS  
Mackinaw City Police Dept.  
Harbor Springs Police Dept.  
LTBBO Police Dept.  
Charlevoix County EMS Alt.  
Charlevoix County Sheriff Dept.  
Cheboygan County Firefighters Assoc. (Alt)

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**OTHERS PRESENT**

Pam Woodbury  
Rob Jerman  
Candace Pierce  
Megan Anderson  
Jason Lee  
Eric Seelye

**REPRESENTING**

CCE Central Dispatch  
CCE Central Dispatch  
CCE Central Dispatch  
Emergency Management  
Emergency Management  
Empiric Solutions

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**CALL TO ORDER**

Chief Welsheimer called the meeting to order at 9:36 AM.

**ATTENDANCE** – See rollcall above

**PUBLIC COMMENTS** - None

**CORRESPONDENCE** – None

**AGENDA #5**

**APPROVAL OF MINUTES**

*Approval of Minutes for December 13, 2018.*

*Motion made by Mr. Weston, with Support from Mr. Carpenter to approve the TAC Meeting Minutes for December 13, 2018. Motion carried by unanimous Voice Vote.*

**AGENDA #6**

**Election of Officers**

Al Welsheimer was nominated as Chair Person by Chuck Vondra, and Derrick Carrol showed support. Todd Ross was nominated as Vice Chair by Chuck Vondra, and Derrick Carroll also showed support. Candace Pierce was given the Secretary (recording minutes) position.

*Motion made by Mr. Vondra, with Support from Mr. Carroll to approve Al Welsheimer as the Chair Person, and Todd Ross as the Vice Chair for the Technical Advisory Committee (TAC) for 2019.*

*Motion carried by unanimous Voice Vote.*

**AGENDA #7**

**800 MHz – Update**

Mrs. Woodbury said we signed the contract on December 20<sup>th</sup> with Motorola for the Infrastructure portion of the project. February 4<sup>th</sup> they begin designing. April 2<sup>nd</sup>, they'll begin installation, weather permitting, and expected to be done by June 2020. Small items are being delivered to CCE office and large items are being sent to the agencies directly. Chuck Vondra said he needs advance notice when they will be at his location, so IT can prepare. Bob Olson from MPSCS will be here next month to discuss how we can begin phasing in the equipment. Counties are trying to sort through how to finance, pending tax money coming in. Due to the government shutdown, the FEMA grant process may be delayed. BOD is still leaning towards an RFP, to be financially responsible. Pam suggests a 30 RFP deadline. There will be a time delay, to get through all of this. Chuck Vondra said we are the Technical Advisory Committee, so we've already said we choose Motorola. Harold Stegman is also a Kenwood dealer, and he still advises us to go with Motorola.

**AGENDA #8**

**Issues with the CAD/JMS/RMS Server Migration – New Terminal**

Nightly report showing who logged into the server, thinking BC and Emmet Sheriff's department. There are shortcuts that people are using on their desktop that need to be removed and the new link used. At least Empiric can see what location is attempting to login to the old path, so they are trying to get in touch with those agencies. By next week we should have everything taken care of, per Eric. The next step is trying to get the upgrade done.

**AGENDA #9**

**Be-Alert Messages for Road Closures - Implemented**

Rob Jerman implemented a policy about the road closures, and its setup for texting. More of an in house notification, verses public.

**AGENDA #10**

**PageGate and eDispatches Update**

Rob Jerman has done a few tests utilizing the eMag through Verizon, verses just a straight text and hands down the eMag platform is quicker. The time issue has been fixed. Mr. Welsheimer said many times the text is coming through before the tones go off.

## **AGENDA #11**

### **Cancellation Tones Update**

Pam said this was implemented yesterday.

## **AGENDA #12**

### **Active Assailant Protocol**

Working with Emergency Management and even met with Lt. Rodwell this morning to discuss it. She has a sample one from Marquette, which we can start with. Within the policy we will discuss the Be Alert. Each county wants something a little different and we need to unify that a bit for dispatchers to be able to follow.

Lt. Rodwell said they started teaching a public and civilian course. Trying to teach dispatchers to advocate the same. Training will be very informational and helpful for the communities. We want dispatchers to tell them whatever best practice is. Pam Woodbury said the facility profiles through Smart911 would be a huge help. Once we get the upgraded network, we can push all that information right out to your cars. Rave also has a panic button, an app on the phone. If it's an active shooter incident, all teachers are notified immediately, a line is directly opened to dispatch, and we can send that to law. The Panic button is an amazing tool that we could be able to utilize.

## **AGENDA #13**

### **TAC Monthly Report**

Mrs. Woodbury mentioned the ticketing system that we've been using internally. If you email an issue, the email creates a ticket number and you, as an agency can also track the ticket status. It's a great tool and keeps us on track. And last month we lost a couple dispatchers to higher paying job, and the board did raise the starting salary and increase current salary wages. We also had a previous employee come back to us, and our staffing level is looking good.

### **Roundtable**

Welsheimer – Nothing

Jerman – Nothing

Ross – Nothing

Woodbury – Nothing

Weston – Nothing

Peck – Nothing

Doan – Nothing

Carpenter - Nothing

Vondra – Nothing

Rodwell – Nothing

### **Adjournment**

Meeting adjourned by Mr. Welsheimer at 10:37 AM.

Respectfully submitted Candace Pierce