

**CENTRAL DISPATCH BOARD OF DIRECTORS
MEETING MINUTES
December 19, 2022**

Robert Savoie called the meeting of the Central Dispatch Board of Directors to order at 1500 hours on Monday, December 19, 2022 in the training room of Chippewa County Central Dispatch.

The following board members were in attendance: Commissioner Robert Savoie, County Administrator Kelly Church, Bay Mills Fire Chief Dan Wilcox, MTA Representative Ray Baker, EMS Representative Jim Miller, CCSO Undersheriff Larry Hough, and Sault Fire Chief Ed Miller.

Others present: Director Greg Postma, Operations Manager Tammy Peyton and EM Intern Olivia Chapin.

Roll call noted. Introduction of our EM Intern Olivia Chapin. No other introductions needed.

Agenda additions- added the Notification of New Policies and the Next Meeting Schedule, (R) & (S) respectively.

MOVED by Dan Wilcox and supported by Jim Miller to approve the meeting agenda with additions for December 19, 2022. **Motion carried.**

MOVED by Kelly Church and supported by Ray Baker to approve the meeting minutes of the October 31, 2022 meeting. **Motion carried.**

Revenue and expenditures were reviewed from the past 1.5 months with a note that a few big expenses were our new recording system and our generator maintenance costs. Also noted that our revenue from surcharges was back up this time. **MOVED** by Ed Miller and supported by Kelly Church to accept the total expenditures of \$ 50,549.11 with revenue of \$229,261.81 **Motion carried.**

Public comment- No public comment.

(A) BI-MONTHLY REPORTS- Reviewed with members. Numbers are down slightly but this period isn't quite a two-month period so it's to be expected.

(B) ADMIN PHONE PROJECT- No update- still working through a few issues on this and hopefully nearing completion soon. Discussion.

(C) NEW RECORDER INSTALLATION- Recorder has been installed but still working on a few issues in regards to 911 calls. Still recording on the old system as a back-up for now.

(D) UP911 AUTHORITY CAD PROJECT- Update given on the regional project to

select a new CAD system. Initial demonstrations are wrapping up with only one more demo to be scheduled per our request here. We requested a demo from Southern Software and will be doing that in early 2023 and then narrowing the selections down from there. Questions and Discussion by board members.

(E) I500 PLANNING MEETING- Updated on the planning for this years' race that will occur on 2/4/2023. This year there will be a communications center, right at the track, that will deal with all I500 radio traffic. This will keep all traffic off of the main channel initially, unless other resources are needed.

(F) ARES/AUXCOMM- New Change of ARES EC- see attached letter. Brian Lavey resigned and Robert Donaldson was appointed. We thank Brian for his years of service and dedication in that role.

(G) PHLTS HELD AT DISPATCH – Prehospital Trauma Life Support was recently held at Central with approximately 10 attendees. Also looking to have some 800 MHz training along with radio tuning training in late Jan- early Feb 2023.

(H) DELAY IN PAGE GATE/ACTIVE ALERT NOTIFICATIONS – Updated members that we are still looking into a fix for this and reminded all not to rely solely on Page Gate/Active for notifications.

(I) OPERATIONS MANAGER REPORT-

- Staffing Update for all members- had another ad out on Indeed for part time. Discussed ongoing issues with getting quality applicants and retention.
- Christmas Cookie Boxes put together by Dispatch and delivered to agencies
- Staff Meeting/Holiday Dinner Party at Dispatch
- Discussed 2022 Mandate hours for employees – minimal this year since staff is good about picking up and covering shifts.

(J) 911 CENTER POWER OUTAGE ON 12/15/22- Document provided to members on the breakdown of the power outage that occurred at our center. Also advised that we have budgeted for a new generator for dispatch. Questions/Discussions.

(K) PFN 911 STATEWIDE OUTAGE- Discussion by members.

(L) BOARD APPOINTMENTS – So far, we only have one applicant for our 911 board citizen representative, Tom McKee. We will address board appointments at our next meeting in February.

(M) NEXT MEETING DATE- February 27, 2023 at 1600 hrs. at Central Dispatch. Discussion about changing the meeting locations up in the future and possibly having different locations such as in Sault Ste Marie.

(N) OES TOWER / USCG TOWER- License and frequency renewals have been completed and submitted. There is no cost to us on these. The USCG license is awaiting

approval in Washington.

(O) UPDATE ON EXERCISES 2023- Upcoming exercises will include a full scale exercise at the Chippewa County International Airport, a TTX at the Chippewa County Courthouse, and a full scale exercise at Sault Area Schools which will specifically address transport and re-unification scenarios, with a possibility of having one to include a possible IAD scenario for Law, Fire and EMS in the future.

(P) 800 RADIO INITIATIVE- this is for Fire and EMS by utilizing a regional grant. It's in the infant stages but Ed Miller and Austin Conway are spearheading this project. Discussion about 5-10% cost sharing with federal government for the radios and pagers; \$1,500/per talkgroup cost and also ongoing maintenance through MPSCS.

(Q) ELECTION DAY ACTIVITIES- Update to members that there were no reported issues this year.

(R) NOTIFICATION OF NEW POLICIES- Included for members, new CCCD General Order #116- Use of Part Time CTO (Communications Training Officer) Qualified Employees and Updated General Order # 638 Police Response for Mental Health Intervention. G.O. #116 will be forwarded to the Finance Committee for approval.

(S) NEXT SCHEDULE- Included for members with everyone knowing the dates/times/locations subject to change.

Committee Member Comments:

- Jim Miller shared information that he recently heard from Amy Thomas at Montcalm County in regards to them utilizing Facebook to promote their Dispatcher job postings. Discussion on pros/cons of using that platform.

MOVED by Ed Miller and supported by Kelly Church to adjourn. The meeting was adjourned at 1549 hours, by Chairman Robert Savoie.



Tammy Peyton



Robert Savoie, Board Chairman