

**OFFICE OF EMERGENCY SERVICES-CENTRAL DISPATCH BOARD OF DIRECTORS**  
**JOINT MEETING**  
**MINUTES**  
**May 25, 2016**

Commissioner Don McLean called the meeting of the Office of Emergency Services and Central Dispatch Board of Directors to order at 3:01 p.m. on Wednesday May 25, 2016 in the training room at Chippewa County Central Dispatch.

The following were present: Commissioner Don McLean, Undersheriff Mike Bitnar, Chief Jason Thorpe, Commissioner Rudy Johnson, Chief Dan Wilcox, Township Representative Ray Baker, EMS Representative Renee Gray, Dr. Terry Heyns, Chief John Riley, Citizen Representative George Kinsella, and Commissioner Connor Egan

Others present: Director Michelle Robbins & Operations Manager Tammy Peyton

Introductions- Not needed

Motion to approve the board meeting minutes of March 29, 2016. **MOVED** by Renee Gray and supported by George Kinsella. Motion carried.

Review of the expenditures & monthly revenue report. **MOVED** by Dan Wilcox and supported by Renee Gray to approve the expenditures & monthly revenue. Motion carried.

No public comments.

LEPC Update- Michelle Robbins advised that Dispatcher Horstman is working on the site plans.

911 Update:

Board members reviewed the bi-monthly statistical information which depicts the monthly activity reports. Michelle Robbins advised that we are in a lull- grass fires aren't too active currently.

Michelle Robbins discussed the hardware/software updates to the NICE (radio) Recorder. Also, we will be receiving \$500/year for providing recording services for the Army Corps of Engineers.

Director Robbins explained the State PSAP Payment for April per capita \$14,056 Equal \$28,967.

Director Robbins also advised we were visited by 7&4 News in regards to Sault Area Schools' camera access. Currently, we are working on a policy for this while we are waiting for the computer to be installed.

Michelle Robbins advised that we submitted the FY2016 Port Security Grant on April 20, 2016 jointly with Mackinac County. This grant is for AVL, modem & software. We should hear back by September on this.

New to the meeting, an Operations Manager Update, was provided by Tammy Peyton. Tammy advised the CAD system was recently updated along with the radio & recording systems. There have been a number of Page Gate requests processed, not only for our agencies, but counties across the U.P. Tammy advised that our employees made up trays of baked goods to show appreciation for LAW/EMS Week and delivered them to the agencies. We still have one dispatcher in training and are currently looking to hire another trainee ASAP. Ray Baker advised that he is very happy with the dispatching and that the dispatchers are doing a good job.

OES Update:

Michelle Robbins advised that the towers were recently inspected and it was discovered that the power source at McNearny Tower needs to be replaced. El Com ordered the part. Discussion ensued.

Michelle Robbins & Tammy Peyton attended the National Weather Service Partners Meeting in Gaylord this

week. Discussion ensued.

Michelle Robbins went over the Regional Meeting- 5 people were sent to the active shooter train the trainer classes. They seemed to enjoy it and will be lining up schools for the training soon. Dr. Heyns advised he will remind LSSU about it. Director Robbins also advised that 3 people attended the Cell Phone Forensics training and next they will need to attend a 3 day class. Chief Riley said they are willing to host the class if needed. Director Robbins advised that she will check with Houghton on this. Director Robbins delivered additional night locks to agencies recently.

Michelle Robbins advised that there are a couple of full scale exercises coming up- Chippewa International Airport June 15, 2016 and Rail Bridge Rundown September 2016. Chief Thorpe advised the September exercise is a port security/terrorist incident.

Michelle Robbins covered the Statewide Tornado Drill that occurred in April and that the National Weather Service advised they had some coding issues that resulted in the notifications not going out.

Michelle Robbins advised the Raber Township EMS Millage passed and advised that the first EUP EMS Assoc. meeting was held May 11, 2016 and all corps were represented. Renee Gray updated everyone and discussion ensued. The next meeting will be in Kinross on June 1, 2016. Dr. Heyns wanted to thank Renee and the commissioners for their work on getting this together.

Chippewa County Central Dispatch / OES Board of Directors next scheduled meeting is set for July 26, 2016 at 3pm.

Committee Member Comments-

Congratulations to Chief Riley on becoming a Grandpa.

Thanks to Director Robbins for the homemade cookies at our meeting.

George Kinsella discussed the Pipeline 5 resolution- discussion ensued.

Connor Egan advised the recent press release of the Sheriffs Dept donating the vehicle to the college was good.

**MOVED** by Renee Gray and supported by Jason Thorpe to adjourn. The meeting was adjourned at 3:41 p.m.

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Tammy Peyton

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Commissioner Don McLean