

MENOMINEE COUNTY 9-1-1 GOVERNING BOARD

October 20, 2009

6:30 P.M. Stephenson City Council Chambers

1. CALL MEETING TO ORDER
1. APPROVAL OF PREVIOUS MEETING MINUTES (07/21/09)
1. APPROVAL OF AGENDA
1. PUBLIC COMMENT
1. BUSINESS:
 - A. LEIN Management Control Agreement / LEIN Training
 - B. Surcharge Increase on Ballot
 - C. PSAP Evacuation
 - D. Narrowbanding
1. CORRESPONDENCE
1. OTHER MATTERS

Next Meeting Date 01/19/10 which will be the Election of Officers
1. PUBLIC COMMENT
1. ADJOURNMENT

MENOMINEE COUNTY 9-1-1 GOVERNING BOARD MINUTES

Date: July 21, 2009

Location: Stephenson City Hall

Present: Jim Gardiner, Mark Petersen, James Furlong, Jeff Jones, John Starzynski, William DeVoe, Kenny Marks, and Karen McCormack.

Excused: Don Wojakowski.

Others: Debra Wormwood, 9-1-1 Director.

Previous Meeting Minutes: A motion to approve the minutes from the last meeting was made by James Furlong, second by John Starzynski. Motion carried.

Approval of Agenda: A motion was made to accept the Agenda by William DeVoe, second by Mark Petersen. Motion carried.

Public Comment: None

Medical Control Proposal: David Grovdahl had requested to provide information on a request from BAMC Medical Control regarding EMD (emergency medical dispatch) and having the dispatchers advise EMS on how to respond on calls. David was not present and there was no action taken.

LEIN Management Control: Dispatch Centers need to be under the management control of a law enforcement agency or set up by statute or ordinance with a 51% membership of criminal justice agencies on the Governing Board or a separate committee in order to have a LEIN terminal.

In 1995 it was decided that since the 9-1-1 Governing Board was not 51% law enforcement, and we did not want to form a committee outside of the Governing Board for this purpose, and that since 9-1-1 was a county department, we would ask the Sheriff to enter into a Management Control agreement for this purpose.

Director Wormwood spoke with Sheriff Marks and he agreed to renew this agreement even though there has not been any requirement to do so (yet).

A motion was made by William DeVoe to renew the Management Control Agreement with the Sheriff for purposes of accessing LEIN. James Furlong seconded the motion. Motion carried .

Surcharge Increase on Ballot: The 9-1-1 surcharge is set to expire December 2009. The deadline for giving notice to the County Clerk of proposals for the November 3, 2009 ballot is August 11, 2009. The deadline for having the ballot wording of proposals qualified to appear on the ballot certified to the County

Clerk is August 25, 2009. A request to put the 9-1-1 surcharge on the November ballot was reviewed at the Committee of the Whole meeting on July 14, 2009, and was forwarded to the County Board meeting on July 28, 2009 for final approval.

The Proposed Ballot Language is as follows:

For the period beginning on July 1, 2010 and continuing through the month of June in the year 2016, shall Menominee County be authorized to assess a monthly surcharge of up to \$2.20 (not to exceed \$2.20) on the monthly billing of land line, wireless and VoiP (voice over internet protocol) service suppliers within the geographic boundaries of Menominee County to be used exclusively for the funding of 9-1-1 emergency telephone call answering and dispatch services within Menominee County, including facilities, equipment and operations? A motion was made by James Furlong for the 9-1-1 Governing Board to recommend that the 9-1-1 surcharge increase appear on the November ballot, seconded by Jeff Jones. Motion carried.

PSAP Evacuation: Telecommunicator Penny Bourque has been working on a PSAP Evacuation Plan, and have been doing a very thorough job. She has a site visit planned for July 21, 2009 at the Post. It is possible that it will be ready for Governing Board Review at the October meeting.

Training Standards: A copy of the Telecommunicator Training Program Manual that was approved by the Emergency Number Committee (formerly the Emergency Telephone Service Committee) (ETSC) in June of 2009 was distributed to the Governing Board members

Narrowbanding: Jim Swanson completed the Preventative Maintenance on the towers and made a list of what equipment will need to be replaced or updated for narrowbanding. A copy of the list was provided to the members. Debra will be sending out a letter to the Rescue Squads and Fire Departments in an attempt to determine how much of their equipment will need to be replaced and how much can be reprogrammed.

OTHER MATTERS:

The next meeting date in October 20, 2009.

Public Comment: None.

Adjournment: Motion made by Jeff Jones to adjourn meeting, second by Karen McCormack. Motion carried.

Respectfully submitted,
James Gardiner, Chairperson

To: All Governing Board Members

Re: LEIN Management Control Agreement / LEIN Training

Date: October 16, 2009

Once all of the signatures are obtained, the updated LEIN Management Control Agreement will be submitted to LEIN Field Services.

9-1-1 will be hosting a Basic LEIN School in Menominee on November 2, 2009 from noon to 1800.

We have 18 people signed up for the class at this time. It has been opened up to surrounding counties.

Everyone previously certified for LEIN passed the LEIN re-certification test.

To: All Governing Board Members

Re: Surcharge Increase on Ballot

Date: October 16, 2009

The request for a surcharge increase was approved to appear on the November 3rd ballot in the Proposal Section.

The following language was approved by the County Board at the July 28, 2009 meeting:

For the period beginning on July 1, 2010 and continuing through the month of June in the year 2016, shall Menominee County be authorized to assess a monthly surcharge of up to \$2.20 (not to exceed \$2.20) on the monthly billing of landline, wireless and voice over internet protocol service suppliers within the geographic boundaries of Menominee County to be used exclusively for the funding of 9-1-1 emergency telephone call answering and dispatch services within Menominee County, including facilities, equipment and operations?

To: All Governing Board Members

Re: PSAP Evacuation

Date: October 16, 2009

The PSAP Evacuation Plan is available in Draft form. There was some information we needed that was delayed due to some unexpected circumstances. A copy of the draft will be provided for review.

To: All Governing Board Members

Re: Narrowbanding

Date: October 16, 2009

We are still gathering information on equipment that may need to be replaced for narrowbanding from fire, police and EMS.

A copy of the county equipment that needs to be replaced or updated is available for anyone who did not receive it at the last meeting.