

MENOMINEE COUNTY 9-1-1 GOVERNING BOARD

MINUTES

Date: April 21, 2009

Location: Stephenson City Hall

Present: Jim Gardner, Mark Petersen, Arnie Organ, James Furlong, Kenny Marks, David Grovdahl, John Starzynski, Bill DeVoe, Sharline Corrigan.

Excused: Don Wojakowski, Karen McCormack

Others: Debra Wormwood; 9-1-1 Director, Jean Hasse, Ed Hasse.

Previous Meeting Minutes: A motion to approve the minutes with the correction of Mark Petersen as Vice Chair, and Item 6 changing respectfully to respectfully was made by James Furlong, second by Arnie Organ.

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

Public Comment: None

Narrowbanding for County Radio System:

FCC Narrowbanding Compliance deadline is January 1, 2013. Jim Swanson, JS Electronics, was contacted and asked for what 9-1-1 would need to change/replace/upgrade to be compliant. Jim Swanson did say that most of the equipment that the county maintains is narrowband compatible. The fire rescue repeater at LaBranche will need to be replaced. The one there now was installed in 1991 and parts are no longer available. Not sure about what is needed for the Gourley tower or the Cedarville tower.

We have a concern for the number of pagers and portables that Rescue Squads and Fire Departments may have that are not capable of being reprogrammed for narrowbanding. Mark Petersen felt that any radios purchased in the last 4-5 years should be able to be changed to narrowband. Radio's that have only 4 options on the dial will not be able to convert to narrowband.

It is possible that there may be Homeland Security money available for these expenses. The Aid to Firefighter Grants are also open.

Wisconsin is looking at changing to narrowband in the very near future.

2009/2010 Budget:

The 2009/2010 worksheets for the budget are due to the Administrator by May 1, 2009. The rental for the LaBranche tower increased \$20.00, and the Michigan Communication Directors Association membership went up from \$40.00 to \$100.00. The surcharge remittance has not been received for the first quarter of 2009. Brian Neumeier, County Administrator, attended a meeting on stimulus – no further information at this time. 9-1-1 does have a deficit on funding because of the changes made in the amount of the telephone surcharge. There is not much of a fund balance (money set aside for equipment upgrades, updates and replacement) because we have been using it for operational expenses. The county has been supplementing 9-1-1 with general fund money.

A request will be going on the ballot for a surcharge increase at the same time as the Sheriff's millage. The two tie in together. If the Road Patrol millage does not pass it will drastically cut our county's coverage.

New Part Time Employee

Ken Goffin, Jr. of Marinette has been offered the part time Telecommunicator position. He will be starting on April 23, 2009.

Correspondence:

Letter from State 9-1-1 Committee on recognition

Letter from DNR, due to budget restraints DNR Fire will not be automatically responding. The local fire department must request DNR assistance.

Other Matters:

Misrouted calls for Menominee County, Wisconsin. Cell 9-1-1 calls were being routed to Menominee County, Michigan.

CNN-dialog from Bob Greene about 9-1-1 calls being used for entertainment.

Governing Board list updated and distributed.

Next meeting July 21, 2009. Think about time line for narrowbanding.

Public Comment:

Guidelines for Central Dispatch evacuation plan brought up to Mark Petersen and James Furlong. Jean Hasse offered to get something together for the next meeting.

Adjournment: Motion made by John Starzynski to adjourn meeting, second by William DeVoe. Motion carried.

Respectfully submitted,

James Gardiner, Chairperson

To: All Governing Board Members

Re: Medical Control Proposal

Date: July 15, 2009

David Grovdahl will be providing information on a request from BAMC Medical Control on EMD (emergency medical dispatch) and having the dispatchers advise EMS on how to respond on calls.

Our current policy states, "Police Officers, firefighters and medical responders are trained in the appropriate response for emergencies. The information relayed to the responders will inform them of the nature of the call.

EMS operates under the policy and procedures set up by Medical Control. If a caller requests no lights or sirens-advise EMS of this request. DO NOT advise EMS units how to respond to calls. You do not have the authority to direct them how to respond. If a Police Officer or Firefighter requests them to respond without lights or sirens or as a "silent run" or a stand by, relay that information as it is given to you. IE, "per officer on scene, this is an emergency run"."

To: All Governing Board Members

Re: LEIN Management Control

Date: July 15, 2009

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.

It was originally 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, that since 9-1-1 was a county department we would ask the Sheriff to enter into a Management Control agreement for this purpose. This was done in 1995, and although there has not been a requirement to update it yet, I thought it would be appropriate to renew this agreement. I spoke with Sheriff Kenny Marks and he has agreed to renew this agreement.

I am including a copy of the Management Control Agreement that was created using the original agreement and just updating the names.

It will be necessary to have all of the Governing Board members signatures.

To: All Governing Board Members

Re: Surcharge Increase on Ballot

Date: July 15, 2009

A request to the County Board to have 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.

To: All Governing Board Members

Re: PSAP Evacuation

Date: July 15, 2009

Telecommunicator Penny Bourque has been working on a PSAP Evacuation Plan, and has been doing a very thorough job on it. She has a site visit planned for July 21, 2009 at the Post. I will guess it should be ready for your review at the next Governing Board meeting in October.

To: All Governing Board Members

Re: Training Standards

Date: July 15, 2009

I will have copies of the Telecommunicator Training Program Manual that was approved by the Emergency Number Committee in June of 2009.

To: All Governing Board Members

Re: Narrowbanding

Date: July 15, 2009

Jim Swanson will be doing the Preventative Maintenance on the towers this week and will advise what equipment we will need to replace or update for narrowbanding.