

COURTS & PUBLIC SAFETY COMMITTEE  
**DRAFT** - MEETING MINUTES  
Monday, July 17, 2023 – 4:00 p.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: John Kozlowski, Chair  
Burt Francisco  
Jesse Osmer  
Bill Peterson

Others Present: Kim MacArthur, County Board Assistant  
Sheriff Erik Smith  
Kim Elkie, EM/E911 Director  
Al Rapson, Assistant EM/E911 Director  
Michelle Reid, Animal Control Officer  
Fire Chief Rob Edmonds  
Cynthia Muszynski, Prosecutor  
Wes Wilder, Maintenance Superintendent  
Staci Reynolds, Motorola Representative (zoom)  
Ryan Montelone, Motorola Representative (zoom)  
Cindy Cebula, Chief Deputy Treasurer (zoom)  
Edna Sorenson (zoom)  
Nancy McSwain (zoom)  
Kim Ludlow, County Treasurer (zoom)  
Audra Cole, Animal Control (zoom)  
Bob Reid (zoom)

**CALL MEETING TO ORDER**

Chair John Kozlowski called the meeting to order at 4:00 p.m.

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**MOTION TO ADOPT AGENDA**

Moved by Commissioner Osmer and supported by Commissioner Francisco to adopt the agenda as presented. Motion carried.

**INFORMATION ITEM:** Motorola Project Manager Staci Reynolds provided an update to the Committee on the tower. Staci apologized for the delays on the tower, reporting that there have been some unusual circumstances and the tower is nearing completion. The optimization of the network equipment is anticipated to be completed tomorrow by the end of the day. Coverage testing will be conducted next week lasting 3-4 days. Motorola will present a before and after map of the enhancements of radio coverage to Emergency Manager/911 Director Kim Elkie. Acceptance testing in conjunction with the State will occur on August 2<sup>nd</sup> and after the testing is reviewed the targeted go live date is Wednesday, August 23<sup>rd</sup>. Commissioner Francisco inquired about the unusual circumstances causing the delays. Staci said with the close proximity of the two buildings on either side of the tower they had to make sure the foundation poured would not cause damage to either building. They were very cautious with choosing a vendor that could complete the work with minimal frustration to Alpena County. Staci reported that both Director Elkie and Assistant Director Al Rapson were welcome to attend the coverage testing.

INFORMATION ITEM: Juvenile Officer Janelle Mott was unavailable to present June's Child Care Fund Monthly Report to the Committee.

INFORMATION ITEM: Commissioner Osmer updated the Committee on IT Security. The IT Department will be sending out two emails. The first email will go to all employees regarding the importance of completing the KnowBe4 training. If the training is not completed, access to the employees' email could be cut off until the training is completed. A second email will go to Department Heads and Elected Officials to let them know who needs to get caught up on training. Commissioner Francisco reported an email from IT Director Steve Mousseua was sent out today to All County Users.

INFORMATION ITEM: Animal Control Officer Michelle Reid presented June's Animal Control Monthly Report for review (attachment #1). The average daily population at the Shelter in June was 14 dogs and 10 cats. Their monthly intake was 39 animals (7 cats and 32 dogs). Of the 16 animals that were owner surrendered, all but 2 were tied to a criminal case. Deputy Reid will include details on the owner surrendered section on future reports as well as include the disposition on the animals and what happened to them after they came into the shelter. Deputy Reid updated the Committee that two staff members had put in their resignation so they will need to hire two new part time employees. The Drug Court has sent over people to help work at the shelter for community service. Chair Kozlowski also asked for a year-to-date comparison from previous years on future reporting.

INFORMATION ITEM: Chair Kozlowski presented the Ambulance Fund Monthly Report to receive and file. Fire Chief Rob Edmonds reported that he will get with County Administrator Mary Catherine Hannah tomorrow to return an ambulance back to the County. Administrator Hannah is out of the office this week and Sheriff Smith will hold the vehicle at the Sheriff's Office. Motion was made by Commissioner Osmer and supported by Commissioner Peterson to receive and file the monthly Ambulance Fund Report as presented. Motion carried.

OTHER DISCUSSION:

**\*Next Meeting: Monday, August 21, 2023 at 4:00 p.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

The meeting adjourned at 4:55 p.m.

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John Kozlowski, Chair

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Kimberly MacArthur, Board Assistant

kvm