

CENTRAL DISPATCH COMMITTEE

DRAFT - MEETING MINUTES

Thursday, October 3, 2024 - 2:00 p.m.

Howard Male Conference Room

The Alpena County Central Dispatch Committee met on Thursday, October 3, 2024, at 2:00 p.m. in the Howard Male Conference Room.

MEMBERS PRESENT:	Alpena County Commissioner	Burt Francisco
	Alpena County Commissioner	Lucille Bray
	Director of EM and E911 Services	Kim Elkie
	Alpena County Sheriff	Erik Smith
	NE Michigan Medical Control	Nick Harrison
	Alpena City Fire	Rob Edmonds
	Alpena County Fire Representative	Tim Wade
	Alpena County 911 Dispatcher	Rory Sherwood
	Alpena City Police	Eric Hamp
	Michigan State Police	John Grimshaw
	Private Citizen at Large	Edna Sorensen
	Michigan Township Association	Dan Hibner
MEMBERS ABSENT:	City of Alpena Elected Official	Mike Nowak (excused)
	Public Health Representative, District 4	Nic Modrzynski (excused)
OTHERS PRESENT:	County Board Assistant	Kim MacArthur
	Montmorency Emergency Mgt. Director	Mike Karll
	Montmorency County Commissioner	Mary Hardies

Chair Burt Francisco called the meeting to order at 2:01 p.m.

**APPROVE AGENDA:** Motion was made by Nick Harrison and supported by Rory Sherwood to approve the agenda as presented. Motion carried.

**APPROVE MINUTES:** Motion was made by Lt. John Grimshaw with support by Chief Eric Hamp to approve the minutes from the Central Dispatch Committee meeting on June 5, 2024. Discussion was made on the siren request for the area west of Walter Road. An estimate for cost will be given to either Commissioner Francisco or Commissioner Bray to take before the Full Board. Motion carried.

**OLD BUSINESS**

I-12 Motor Vehicle Wrecker Policy Review: Director of EM and E911 Services Kim Elkie presented the Motor Vehicle Wrecker Policy for review and approval. There was no language in the policy on accelerating disciplinary steps for towing services. The incorrect policy was included in the meeting packet and approval of the policy will be tabled pending updates regarding the appeal process and timeframe.

I-25 Airport Emergencies Policy Review: Director Elkie presented Policy I-25 Airport Emergencies for review and approval. Discussion was made to remove “One Frequency” from 25.1 subsection c. and include the Fire Command Officers (Fire Chief and Deputy Fire Chief) for notifications.

Motion was made by Tim Wade and supported by Chief Rob Edmonds to recommend approval of the Airport Emergencies Policy with updates as presented. Motion carried.

**ACTION ITEM #1: The Committee recommends approval of Policy I-25 Airport Emergencies with updates as presented.**

IV-04 Dispatch of Medical First Responders Policy Review: Director Elkie presented Policy IV-04 Dispatch of Medical First Responders for review and approval. Discussion was made to update ECHO Unit to TANGO/ECHO Unit and to remove ALS.

Motion was made by Nick Harrison and supported by Tim Wade to recommend approval of the Dispatch of Medical First Responders Policy with updates as presented. Motion carried.

**ACTION ITEM #2: The Committee recommends approval of Policy IV-04 Dispatch of Medical First Responders with updates as presented.**

IV-06 Dispatch of Ambulance Policy Review: Director Elkie presented Policy IV-06 Dispatch of Ambulance Policy for review and approval. Discussion was made regarding Hospice patients and not needing First Responders. Chief Edmonds will work with Nick Harrison for proper language to be amended at a future meeting.

Motion was made by Nick Harrison and supported by Tim Wade to recommend approval of the Dispatch of Ambulance Policy as presented. Motion carried.

**ACTION ITEM #3: The Committee recommends approval of Policy IV-06 Dispatch of Ambulance as presented.**

## **NEW BUSINESS**

**INFORMATION:** The tentative date for the next meeting is set for January 15, 2025, at 2:00 p.m.

**DIRECTOR UPDATE:** Director Elkie reported Rory Sherwood has been taking part in Health Fairs at the Alpena Senior Citizens Center. Informational magnets were made to help seniors, and the website will be updated to with information for seniors as well.

Director Elkie attended the State 911 Conference and received great information to help them be even more efficient.

The tower has been live for one year, received preventative maintenance, and all spare parts were checked and verified.

Chair Franciso and Lt. Grimshaw thanked the Committee as this will be their last meeting.

Motion was made by Lt. John Grimshaw and supported by Chair Francisco to adjourn. The meeting adjourned at 2:42 p.m.

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Burt Francisco, Chair

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Kim Elkie, Director of Emergency Management  
and E911 Services

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