

CENTRAL DISPATCH COMMITTEE MEETING MINUTES

Wednesday, April 19, 2023 - 1:30 p.m.

Howard Male Conference Room

The Alpena County Central Dispatch Policies & Procedures Committee met on Wednesday, April 19, 2023, at 1:30 p.m. in the Howard Male Conference Room.

MEMBERS PRESENT: CHAIR – Alpena County Board of Commissioners Burt Francisco
Director of EM and E911 Services Kim Elkie
Assistant Director of EM and E911 Services Al Rapson
Alpena County Sheriff Erik Smith
NE Michigan Medical Control Nick Harrison
Michigan Township Association Dan Hibner
Alpena City Fire Cheif Rob Edmonds
Alpena City Council Mike Nowak
Private Citizen at Large Edna Sorenson
Alpena County Fire Representative Tim Wade
Alpena County 911 Lead Dispatcher Rory Sherwood

OTHERS PRESENT: Kim MacArthur, County Board Assistant

Commissioner Francisco called the meeting to order at 1:30 p.m.

APPROVE AGENDA: Motion to approve the agenda by Erik Smith with support by Dan Hibner. Motion carried.

APPROVE MINUTES: Motion by Nick Harrison with support by Rory Sherwood to approve minutes from the previous meeting dated March 6, 2023. Motion carried.

PUBLIC COMMENT: None.

Emergency Manager/E911 Director Kim Elkie was given the floor by the Chair.

POLICY REVIEW: Director Elkie thanked the Committee for making great progress between 2022 and 2023 for reviewing dispatch policies.

INFORMATION ITEM: Updates and corrections to Policy III-09 – Individual Department Unique Responses were discussed.

INFORMATION ITEM: Updates to Policy III-16 – DNR Fire Department Response were discussed.

INFORMATION ITEM: Updates and corrections to Policy IV-04 – Dispatch of Medical First Responders were discussed.

INFORMATION ITEM: Tim Wade reported at last month's Thunder Bay Fire Fighters meeting the fire chiefs discussed the handling of car/deer accidents with airbag deployment and no injuries. Commissioner Francisco asked that the fire chiefs send a letter in writing as to their recommendations. Tim reported that he will have Hanna Trelfa draft up a letter.

Motion was made by Dan Hibner and supported by Rob Edmonds to approve the Action Item below. Motion carried.

ACTION ITEM #1: The Committee recommends to approve updates to the following policies as presented:

**Policy III-09 – Individual Department Unique Responses;
Policy III-16 – DNR Fire Department Response;
Policy IV-04 – Dispatch of Medical First Responders**

DIRECTOR'S UPDATE:

Director Elkie updated the Committee that the Local Emergency Planning Committee (LEPC) needs to hold 4 meetings per year to hit the benchmark for Homeland Security funding and they will have met 6 times during this fiscal year.

The Hazmat Training in March went very well. Over 50 people were in attendance. There was also interest in making Alpena a training hub for their hazmat training programs.

The tower is expected to be delivered this week.

Director Elkie and Assistant Director Rapson attended cybersecurity training and received a lot of good information.

The Homeland Security Conference will be held in May in Grand Rapids.

Director Elkie and Assistant Director Rapson were invited by the Undersheriff to attend some active violence training and they also attended mental health training.

Weather spotter training is being held in the Howard Male Conference Room on Thursday evening with the National Weather Service out of Gaylord.

Director Elkie reported they are hoping to finish up the 911 addressing project.

Assistant Director Rapson and Rory Sherwood are working with Active 911 and they are making progress for the information to be more reliable. They appreciate feedback from the users as there have been several concerns from local responders.

The State 911 Office will be performing an audit for the last 3 years.

PUBLIC COMMENT:

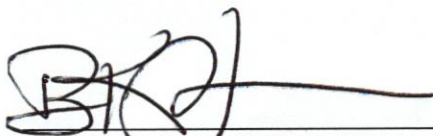
None.

Nick asked for an audit to be done on the Active 911 list as many people on the list are no longer affiliated. Rory reported the fire chiefs give them rosters and they go through them to make sure they are accurate.

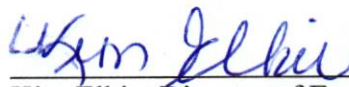
Tim Wade inquired about the time frame for the tower to be online. Kim reported they will be doing coverage testing which is scheduled in May.

Tim also inquired about dead spots with pagers and not receiving tone outs. Kim will reach out to Grand Traverse Mobile and bring back information to the next meeting.

The meeting adjourned at 2:18 p.m.



Burt Francisco, Chairman



Kim Elkie, Director of Emergency
Management and E911 Services

kvm