

CENTRAL DISPATCH COMMITTEE

DRAFT - MEETING MINUTES

Wednesday, October 18, 2023 - 1:30 p.m.

Howard Male Conference Room

The Alpena County Central Dispatch Committee met on Wednesday, October 18, 2023, at 1:30 p.m. in the Howard Male Conference Room.

MEMBERS PRESENT: Chair – Alpena County Commissioner Burt Francisco
Director of EM and E911 Services Kim Elkie
Deputy Director of EM and E911 Services Al Rapson
Alpena County Sheriff Erik Smith
NE Michigan Medical Control Nick Harrison
Alpena City Fire Rob Edmonds
City of Alpena Elected Official Mike Nowak
Private Citizen at Large Edna Sorensen
Alpena County Fire Representative Hanna Trelfa
Alpena County 911 Dispatcher Alysse Susan
Alpena City Police Eric Hamp
Michigan State Police Lt. John Grimshaw
Michigan Township Association Dan Hibner

MEMBERS ABSENT: Alpena County Commissioner Robin Lalonde (excused)

OTHERS PRESENT: County Board Assistant Kim MacArthur

Chairman Burt Francisco called the meeting to order at 1:33 p.m.

APPROVE AGENDA: Motion to approve the agenda by Edna Sorensen with support by Nick Harrison. Motion carried.

APPROVE MINUTES: Motion was made by John Grimshaw with support by Eric Hamp to approve the minutes from the Central Dispatch Committee meeting on July 19, 2023, and the minutes from the September 12, 2023 meeting. Motion carried.

OLD BUSINESS: Director Elkie gave an update on Search & Rescue. During July's Central Dispatch meeting, updates were made to the Search & Rescue Policy, and she was asked to pass along the information to Steve Kieliszewski from All County Search and Rescue. Director Elkie reported that she presented them with the option of a memorandum of understanding rather than a contract and has yet to hear back from them.

Director Elkie presented discussion on an open agenda item regarding car/deer accidents with airbag deployment. Motion was made by John Grimshaw and supported by Rob Edmonds to amend the response protocol for car/deer accidents with airbag deployment to not automatically require a response from EMS, unless requested by the driver. A response from EMS will be at the discretion

of the responding officer on scene once making contact with the driver. Roll call vote was taken. All ayes. Motion carried.

ACTION ITEM #1: The Committee recommends approval to amend the car/deer accident policy as presented.

POLICY REVIEW: Director Elkie presented the following policies for review and approval:

Policy I-12: The Policy I-12 Wrecker Policy was previously approved at the last meeting and brought back for more discussion. Motion was made by John Grimshaw and supported by Mike Nowak to include Activity 1 from the provided checklist into the Wrecker Policy as presented.

Motion was amended by John Grimshaw and supported by Mike Nowak to amend the previous motion to include only the last bolded sentence from Activity 1 into the Wrecker Policy as presented. Motion carried.

Motion was made by Eric Hamp and supported by Dan Hibner to recommend that any disciplinary act be removed from the Wrecker Service's file from the date of the offense after 12 months as presented. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the updates to Policy I-12 Wrecker Policy as presented.

Policy I-25: Updates made to Policy I-25 – Airport Emergencies were discussed. Recommendation was made to include into 25.2 h. and 25.3 h. to add the notification of MyMichigan Medical Center Alpena Switchboard at 989-356-8110. Motion was made by Mike Nowak and supported by Rob Edmonds to recommend approval of the updated Airport Emergencies Policy as presented. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the updates to Policy I-25 – Airport Emergencies as presented.

Policy I-30: Policy I-30 Morgue/Body Cooler Policy was tabled to a future meeting and is in the process of updating.

Discussion was made on meeting dates for 2024. Director Elkie will send out an email poll to confirm a date for the first meeting.

DIRECTOR UPDATE: Director Elkie introduced Alysse as the new Data Officer for dispatch. Director Elkie reported an order was placed for the fire departments for 9 new pagers, 14 portable radios, 4 mobile radios, 9 replacement pager batteries and 3 replacement.

OTHER DISCUSSION: Discussion was made on the types of radios each agency are currently using.

The meeting adjourned at 2:18 p.m.

Burt Francisco, Chairman

Kim Elkie, Director of Emergency Management
and E911 Services

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