

CENTRAL DISPATCH COMMITTEE

DRAFT - MEETING MINUTES

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

Howard Male Conference Room

The Alpena County Central Dispatch Committee met on Wednesday, July 19, 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
	Assistant Director of EM and E911 Services	Al Rapson
	Alpena County Sheriff	Erik Smith
	NE Michigan Medical Control	Gary Wregglesworth
	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 Lead Dispatcher	Rory Sherwood
	Alpena City Police	Eric Hamp
	Michigan State Police	Lt. John Grimshaw
MEMBERS ABSENT:	Michigan Township Association	Dan Hibner (excused)
	Alpena County Commissioner	Robin Lalonde (excused)
OTHERS PRESENT:	County Board Assistant	Kim MacArthur

Chairman Burt Francisco called the meeting to order at 1:36 p.m.

APPROVE AGENDA: Motion to approve the agenda by Lt. John Grimshaw with support by Sheriff Erik Smith. Motion carried.

APPROVE MINUTES: Chair Francisco inquired about the letter of recommendation he had asked for from the fire chiefs at the last meeting. Hanna Trelfa reported that she created the letter, but no one has yet signed it. Chair Francisco will leave as an open item. Motion was made by Sheriff Erik Smith with support by Rory Sherwood to approve the minutes from the Central Dispatch Committee meeting held April 19, 2023. Motion carried.

Director Elkie stated at the last meeting the question was brought up about pagers and the new tower. Grand Traverse Mobile reported the pagers will need to have the tower added and if additional assistance is needed, Neal from Grand Traverse will help to make sure the new pagers are able to communicate with the new tower.

Director Elkie gave an update on the tower that next week will be coverage testing across the County and the tower is scheduled to go live on August 23rd.

Discussion was made in March regarding the change of this Committee's name from the Central Dispatch Policies and Procedures Committee to the Central Dispatch Committee. There was no motion made at that time and Director Elkie would like an official vote to go to the Commissioner's for approval. Motion was made by Lt. John Grimshaw and supported by Edna Sorensen to recommend the action item below. Motion carried

ACTION ITEM #1: The Committee recommends approval to change the name of the Committee from Central Dispatch Policies and Procedures Committee to Central Dispatch Committee as presented.

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

Policy I-12: Updates and corrections to Policy I-12 Wrecker Policy were discussed. Director Elkie will send a copy of the policy to the wrecker companies after the Full Board's approval of the policy next week. Motion was made by Mike Nowak and supported by Sheriff Erik Smith to recommend the action item below. Motion carried.

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

Policy I-25: Updates to Policy I-25 – Airport Emergencies were discussed. Motion was made by Lt. John Grimshaw and supported by Rory Sherwood to table the approval of policy I-25 and revisit at a future meeting. Motion carried.

Policy I-29: Updates and corrections to Policy I-29 – Search and Rescue Emergency Procedures were discussed. Motion was made by Chief Rob Edmonds and supported by Chief Eric Hamp to recommend the action item below. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the updates to Policy I-29 Search and Rescue Emergency Procedures as presented.

Policy I-30: Director Elkie reported that Nick Harrison was unable to attend the meeting and he had asked that the agenda item be tabled for further discussion. Motion was made by Rory Sherwood and supported by Edna Sorensen to table the approval of the policy at the request of NE Michigan Medical Control representative Nick Harrison and Director Kim Elkie. Motion carried.

Policy III-14: Updates and corrections to Policy III-14 Mass Casualty were discussed. Motion made Mike Nowak and supported by Sheriff Erik Smith to recommend the action item below. Motion carried.

ACTION ITEM #4: The Committee recommends approval of the updates to Policy III – 14 Mass Casualty as presented.

Policy I-10: Policy I-10 Weather Watches & Warning Signs was presented for discussion. Motion was made by Rory Sherwood and supported by Edna Sorensen to leave the current policy as is. Motion carried.

DIRECTOR UPDATE: Tabled to next meeting.

The meeting adjourned at 2:41 p.m.

Burt Francisco, Chairman

Kim Elkie, Director of Emergency Management
and E911 Services

kvm

DRAFT