

Alpena County Office of Emergency Management & E911 Services

720 W. Chisholm Street, Suite #13

Alpena, MI 49707

(989) 354-9821

February 5, 2024

Commissioners,

As part of the annual budget process, for both the 911 and Emergency Preparedness budgets I submitted detailed information with a request to move Al Rapson, Deputy Director, from part-time (29 hours total per week) to full-time employment (40 hours total per week) with a shared 50/50 split between the two budgets. At the Personnel Committee meeting in December, it was discussed that, due to technical issues, budget requests made via memos attached in BS&A were not processed; my request had been submitted in this manner. It was recommended to submit my request to Finance Ways & Means for consideration. I submitted my request for the January meeting; however, as the entire board was not in attendance, the majority of those present voted to table my request until February for discussion and voting.

Pursuant to that conversation, I am submitting the following information for consideration of an adjustment to both the 911 and Emergency Preparedness budgets for 2024:

Current information:

Salary: \$34,572.00 (includes \$1,500 bonus)

Medicare: 501.29

Short-term & Life: \$52.56

Social Security: \$2,143.46

Workers Comp: \$250.00

Total: \$37,519.31 (\$18,759.66 to each budget)

2024 Proposed, effective January 1, 2024:

Salary: \$45,596.00 (includes \$1,500 bonus)

MERS: \$1,823.84

Health Insurance: \$4,557.00*

HSA: \$1,000.00*

HSA Flat: \$1,000.00*

Medicare: \$661.14

457 Match: \$1,367.88

Short-term & Life: \$52.56



Social Security: \$2,286.95

Workers Comp: \$250.00

Total \$59,135.37 (\$29,567.69 per budget which is an increase of \$10,808.03 per budget)

*health benefits enrollment not completed, using single enrollment for calculation

I am requesting to reduce the 911 Fund Balance 261-000-390.000 in the amount of \$10,809.00 and increase the 2024 911 budget line items as below:

\$ 912.00 261-325-716.000 MERS Defined Contribution Plan

\$2,279.00 261-325-718.000 Hospitalization

\$ 500.00 261-325-724.018 HSA ER

\$ 500.00 261-325-724.018 HSA ER FLAT

\$ 80.00 261-325-711.000 Medicare

\$ 684.00 261-325-717.000 457 Match

\$ 342.00 261-325-709.000 Social Security

\$5,512.00 261-325-704.000 Assistant Director Payroll

I am requesting to reduce the Contingency Fund #101-941-955.000 in the amount of \$6,000.00 and adjust the 2024 Emergency Preparedness budget line items as follows:

Reduce:

\$1,000.00 101-426-727.001 Emergency Preparedness Supplies

\$1,500.00 101-426-931.001 RACES Upgrades

\$2,000.00 101-426-932.000 Siren Maintenance

\$ 309.00 101-426-955.002 Dues & Subscriptions

Increase:

\$ 912.00 101-426-716.000 MERS Defined Contribution Plan

\$2,279.00 101-426-718.000 Hospitalization

\$ 500.00 101-426-724.018 HSA ER

\$ 500.00 101-426-724.018 HSA ER FLAT

\$ 80.00 101-426-711.000 Medicare


\$ 684.00 101-426-717.000 457 Match

\$ 342.00 101-426-709.000 Social Security

\$5,512.00 101-426-704.001 Assistant Director Payroll

On the following pages I have provided a list of some of our accomplishments and activities for 2023 and year-to-date for 2024. Also included is a flyer for an upcoming Tactical Emergency Casualty Care training, courtesy of a Region 7 Homeland Security grant. Active Shooter Hostile Event Operation training is scheduled for March 11, 2024 with costs covered by the same homeland security grant. Al was persistent in his efforts to bring these trainings to Alpena and at no cost to the County, local agencies or attendees ... a huge win for Alpena and again demonstrating our continued dedication to develop robust 911 and Emergency Management programs for the benefit of our responder partners as well as the citizens of and visitors to Alpena County.

Thank you for your consideration. I look forward to answering any questions you may have.



Kim Elkie
Director

2023 and 2024-TO-DATE ACTIVITIES & ACCOMPLISHMENTS

- Compiled and submitted critical infrastructure report to Homeland Security
- Storm prep for several winter storms
- Hosted Prosecutor's Office in our EOC during their office renovations
- Encountered and successfully managed 911 fiber outages
- Publicizing Text-to-911 capabilities
- Hosted Virtual Tabletop Cybersecurity Exercise/Training
- Attended State Interoperable Conference in Muskegon
- Collaborating with all local Fire Departments and assisting with planning for Alpena County MABAS membership
- Re-created and submitted Alpena County Emergency Operations Plan for approval
- Annexes approved as part of Emergency Operations Plan
- Completed financial audit with State 911 Office (through 2020 for full financials, through 2019 for training fund) – our office received positive comments, awaiting final report
- Assisted with planning and participated in Radiological HazMat Exercise/Training with CRTIC, CST, FBI, MDHHS, Alpena City Fire and numerous other agencies
- Updated bylaws for Alpena County Central Dispatch Committee
- Working with our mapping app company to provide more accurate mapping for first responders (longstanding problem, we are at 99+% resolved)
- Two dispatcher hires successfully completed training
- One new industrial hazardous material Offsite Response Plan was created, reviewed and approved by our Local Emergency Planning Committee (LEPC); two additional plans were updated, reviewed and approved by the committee. The plans have been submitted to the State's Emergency Management Homeland Security Department for final review and approval.
- Eighteen dispatch policies were updated; we have commenced a cover-to-cover review/update of all dispatch policies and procedures
- Celebrated National Public Safety Telecommunicators Week
- Recreated 911 and Emergency Management webpages on County's website
- Submitted appeal and second appeal to FEMA regarding declined COVID reimbursements
- Attended cybersecurity conference in Gaylord

- Hosted National Weather Service Weather Spotter Training in Alpena (19 attendees)
- Contracted with CRTC to accept their 911 calls to our Alpena County Central Dispatch
- Provided on-scene support at St. Rose Church fire, home fire/explosion on Mac Avenue and garage fire on Long Lake Rd
- Continue working on address verification/update project with Equalization Department
- Resolved misdialed 911 call issues with MyMichigan Medical Center – they changed their outside line access digit to “8” from “9” and the 911 misdials are now rare rather than daily
- Attended 2023 Great Lakes Homeland Security Conference in Grand Rapids, including grant fiduciary training, attended annual breakfast hosted by Captain Kevin Sweeney (Deputy State Director of Emergency Management), attended a Region 7 Homeland Security meeting there as well as a statewide Local Emergency Planning Committee (LEPC) meeting there.
- At the Homeland Security Conference Kim won a 7-credit-hour virtual training course on Basic Disaster Life Support with a 3-year certification (passed exam with 100%)
- Attended Damage Assessment training with Equalization Director Ted Somers
- Completed Active Violence Training through the Sheriff’s Office at Thunder Bay Jr High
- Completed mental health training through Alpena County Sheriff’s Office
- Hosted Michigan Communication Directors’ Association bimonthly meeting in Alpena with attendees from around the state (upper and lower peninsulas); attended two MCDA meetings out-of-town
- Attended numerous Region 7 Homeland Security meetings in Frederic
- Participated in the Airport’s annual exercise/training
- Submitted After Action Report to Homeland Security following the airport exercise
- Obtained Hazardous Materials Emergency Preparedness Grant from Homeland Security (\$2,156.36) as reimbursement for Al’s time/contributions to our hazardous materials activities – my position cannot receive time reimbursement because we already receive federal funding towards my position
- Kim presented to Kiwanis of Alpena, sharing about 911 and Emergency Management
- Participated in Holcim’s 2023 drill and met with new Emergency Preparedness Director
- Team participated in Downtown Trunk-or-Treat (with candy provided by Alpena Buick)
- Participating in Northeast Michigan School Safety meetings
- Participating in bimonthly Alpena County Fire Chiefs’ Meetings

- Attended Peninsula Fiber Network User Group Meeting
- Attended Michigan Public Service Communications System annual meeting
- Kim – Member, Region 7 Homeland Security Technology Committee
- Kim – Northeast Michigan Medical Control Advisory Board
- Kim – MSU Extension Regional Advisory Board
- Kim – Alpena Senior Citizens Center “DREAM” Team Member (dementia project)
- Al – MyMichigan Medical Center Recipient Rights Committee
- We are both enrolled in the *Professional Emergency Manager* program through FEMA; the classes and activities are in addition to those listed above.
- Weekly virtual meetings with National Weather Service during the winter months
- Hosted and participated in planning session for Holcim’s 2024 training/exercise
- Currently pursuing grant or government funding opportunities for new computer-aided dispatch system, project value approximately \$500,000
- Researching 911-call-taking software with four other partners with whom we collaboratively purchased our current system – may also combine this item with new CAD system, as above, depending on options available, funding available and potential cost savings to bundle
- \$1.3 million central tower project successfully went live August 23, 2023
- Recently contacted by the FBI Detroit Field Office regarding bringing additional hazmat training to Alpena (they attended the hazmat training held at the fairgrounds in 2023)
- Assisted Probate Court Register with researching and programming a “panic button” on phone system to provide a direct link to 911 (prior to new phone system install)
- Participated in Operation Safe Harbor evacuation exercise regarding evacuating Mackinac Island, September 6&7, 2023; assigned to incident communications command team positioned at St. Ignace Airport
- Invited/attended Community Leaders Day at CRTC 2023 and 2024
- Attended Protecting Places of Worship virtual training through FEMA
- Completed annual radio project with 8 fire departments participating with total \$55,000
- Met with new WATZ staff regarding partnership for broadcasting emergency information
- Renewing/updating FCC licenses
- Currently in process of transferring our alerting software to CodeRed from Rave due to enhanced capabilities and at a cost savings of approximately \$4,000 per year



ACTIVE SHOOTER HOSTILE EVENT RESPONSE AND MANAGEMENT OPERATIONS COURSE



Date: March 11, 2024

Time: 8 am-4 pm

Location: Location: Alpena County Sheriff's Office, 4900 M-32

Alpena, MI 49707

Grant Funded- Limited Seats Available

The Active Shooter Hostile Event Operations Course was developed to provide operations level training for public safety professionals responding to ASHER events. The course is based on NFPA 3000 ASHER Standards as well as the Commission on Tactical Emergency Casualty Care recommendations. Topics presented include:

- Planning, Responding, and Recovery
- Assessing, Treating, and Triaging Victims
- Command, Control, and Coordination Considerations
- Case Studies and Tabletop Exercises
- Rescue Task Force Concepts
- Practical Skills Stations for RTF Operations

Michigan Bureau of Fire Service Certification, EMS CE's, Dispatch Credits, and MColes credit available upon completion.

Contact Deputy Director Rapson at rapsona@alpenacountry.org to reserve a seat.

TACTICAL EMERGENCY CASUALTY CARE- TECC 2ND EDITION



Date: April 24 & 25, 2024

8 am – 4 pm

**Location: Alpena County Sheriff's Office, 4900 M-32
Alpena, MI 49707**

Grant Funded- Limited Seats Available

The 2nd edition of NAEMT's Tactical Emergency Casualty Care (TECC) course teaches EMS practitioners and other prehospital providers how to respond to and care for patients in a civilian tactical environment.

The course presents the three phases of tactical care and integrates parallel EMS nomenclature:

- Hot Zone/Direct Threat Care
- Warm Zone/Indirect Threat Care
- Cold Zone/Evacuation Care

The 16-hour classroom course includes all new patient simulations and covers the following topics:

- Hemorrhage control
- MARCH assessment;
- Surgical airway control and needle decompression;
- Strategies for treating wounded responders in threatening environments;
- Caring for pediatric patients;
- Techniques for dragging and carrying victims to safety; and
- A final, mass-casualty/active shooter event simulation
- NFPA 3000 Active Shooter Hostile Event Response (ASHER) Standard

NAEMT Certification and Michigan Bureau of Fire Service Certification Upon Completion

NAEMT's TECC course is endorsed by the American College of Surgeons Committee on Trauma, is consistent with the current guidelines established by the [Committee on TECC](#) (Co-TECC), and meets all of the updated [National Tactical Emergency Medical Support Competency Domains](#). This course is accredited by CAPCE for 16 hours of continuing education credit and recognized by NREMT.

Register in SMOKE (Course# 2024-1-05-Q69F-0252)

Or NAEMT website (Course# TL-24-03801-04)

Or Contact Deputy Director Rapson at rapsona@alpenacountry.org

Dispatch and Emergency Management Support

Edmonds, Rob <RobE@ALPENA.MI.US>

Wed 1/31/2024 12:10 PM

To:Kimberly Elkie <elkiek@alpenacounty.org>;Albert Rapson <rapsona@alpenacounty.org>

Kim,

I would like to take a quick opportunity to thank you and Al for the work you are doing for the community as it relates to Alpena Central Dispatch 911 and Emergency Management! The continued support for the local responders to ensure that your staff is receiving proper training but also the opportunities you have brought to Alpena County responders as a whole is awesome.

The joint hazardous materials/radiological exercise last year, the EOC airport drill, 911/EOC meetings, and now the tactical medical response training is priceless in helping to prepare us for high stress incidents that are not frequently encountered. In the fire service we refer to them as low frequency/high risk incidents! These training opportunities allow us to integrate operations in Unified Command, interoperability performance, community preparedness, and disaster planning – all aspects that need time and attention.

Thank you for all your department does for the readiness of the community! Without you and Al, the community would not be as prepared as it is!

Rob Edmonds Jr.

Fire Chief

Critical Care Paramedic-IC

Fire Service Instructor

Volunteer Advocate – Everyone Goes Home ®



Alpena City Fire Department

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