

**MASON-OCEANA 911 BOARD
MEETING MINUTES
March 15, 2017**

PRESENT: Mark Barnett Laude Hartrum Kevin Walk
Kim Cole Craig Mast Bob Walker
Lance Corey Wally Trananko Jeff White

ABSENT: Matt Bryant and Greg Frick

STAFF: Ray Hasil
Todd Myers
Connie Blaauw

GUEST: Jim Duram

MEETING CALLED TO ORDER: Meeting called to order by Chairman Barnett at 10:15 a.m.

CITIZEN PARTICIPATION: None

APPROVAL OF AGENDA:

Motion by Corey and supported by White to approve the Agenda as presented. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous Board Meeting were presented.

Motion Taranko and supported by Mast to accept the February 15, 2017 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER'S REPORT: Treasurer's Report for the Month of February 2017, presented by Walker.

Total Revenues: \$107,251.26

Total Expenditures: \$106,295.94

Fund Balance February 28, 2017: \$548,009.30

Walker questioned the payment to an employee to pick up uniforms in the amount of \$42.00. Director Hasil stated this was an oversight and in the future shipping cost will be paid instead.

Motion by Mast and supported by Cole to accept the Treasurer's report and to approve the payment of claims for March in the amount of \$151.77. Voice Vote. Motion Carried.

COMMITTEE REPORTS:

Personnel Committee met to discuss the Vehicle Use Policy. They added to the Intended Use section: vehicle will be used for transportation to and from training when possible. Personnel Committee requested the policy be moved to the full Board for approval.

Approved: 4/19/17

Motion by Hartrum and supported by Corey to accept the policy. Voice Vote. Motion Carried

TAC Committee met to discuss the Wrecker Policy. Hasil and White modeled the policy from the MSP policy that was updated four to five years ago. A discussion was held. It was stated that all local law enforcement agencies need to be given a copy of the policy for them review and to agree to follow. The agencies will be given seven days to respond with any questions or concerns. If any major issue comes up the policy will be brought back to the April Board meeting.

Motion by Walker and supported by Mast to accept the Wrecker Policy as presented. Voice Vote. Motion Carried.

DIRECTOR'S REPORT:

Personnel

- Chris Ernst and Amy Grondsma completed their 40-hour CTO training
- 3 new part-time telecommunicators have been hired and started training.
- 2 of our 4 part-time employees will terminate employment as soon as our new employees have completed training. We are critically low on part-time help.
- Todd Myers completed APCO 40-hr basic telecommunicator instructor and will be certifying 5 of our telecommunicators in the state mandated 40-hr basic training.
- Todd Myers attended a three-day ArcGIS class at MSU. All but partial food a lodging expenses were covered by a Mason County grant.

Collaboration Projects

- Conference calls with Meceola, Newaygo, Mason-Oceana and Peninsula Fiber Network (PFN) continue every two weeks as we move toward NG911 capable E911 delivery via SIP this summer.
- Once SIP integration is done we begin joining the Mason-Oceana and Meceola hosts.

Other Updates

- Our new auditors will be onsite for pre-work on April 3&4.
- Texting to 911 (TXT2911)- requests to wireless carriers to receive 911 texts in both counties have been initiated.
- Building Access- phase I was implemented last week. There is a fair amount of cleanup work remaining.
- Merit Fiber/Network Security Upgrade- the migration to Merit fiber and a new firewall is complete. The request to terminate our Charter fiber was initiated.
- EMD v13.0- both county medical control boards have approved v13. All 911 telecommunicators will need training before the new protocols go live.
- Communications Training Officer Group- the group will meet monthly to improve the training program and work through all the scheduling challenges of training three new employees simultaneously.
- Policy Group- meetings are taking place every other week and much progress is being made.

Community Outreach

- The EOC was host to a two-day COVE training.
- A few members of the Mason Co Rural Fire Board visited 911 for tour of the facility.
- Ray attended a two-day Active Shooter conference in Muskegon and was one of an a 8-member Q&A forum.
- Ray attended the OCMTA meeting.
- The EOC will be host to Ham-In-A-Day radio training on March 25.

OLD BUSINESS:

Wrecker policy was discussed under Committee Reports.

NEW BUSINESS:

Paul's Auto requested to be place back on our rotation list for Non-Preference Wrecker Requests. A discussion was held. White stated this was not a 911 decision to remove Paul's from the Wrecker rotation, it was the Law Enforcement agencies in the County. It was decided that there has been no change in the original decision and Paul's Auto will be informed of this position.

Microwave equipment release to Amateur Radio Emergency Services. Hasil stated that MPSCS does not want the equipment. White stated that it is well documented that we have made several attempts to get any money out of the equipment with no success. Taranko stated that we should give up on trying to make any money off the equipment and to just dispose of it, all agreed.

Vehicle Use Policy was discussed under Committee Reports.

There being no further business the meeting was adjourned at 10:52 a.m.

NEXT SCHEDULED meeting will be April 19, 2017 at 10:00 a.m. at the Mason-Oceana 911 Conference Room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw, Secretary