MASON-OCEANA 911 BOARD
MEETING MINUTES
August 21, 2024

PRESENT:

Kim Cole	Craig Hardy	Jim Herrema
Brad Fritcher	Jody Hartley	Troy Maloney
Dale Goodrich	Laude Hartrum	Craig Mast

ABSENT: Rob Davis and Chris Jones

STAFF: Todd Myers
Chris Ernst
Connie Blaauw

ABSENT: Ray Hasil

GUEST/CITIZENS: Garry McKeen, Matt Holland with Gabridge & Co. and MI Senator Jon Bumstead

MEETING CALLED TO ORDER: Meeting called to order by Chairman Mast at 10:06 a.m.

APPROVAL OF AGENDA: Agenda was presented as part of the Board packet, Goodrich asked to be added under new business.

Motion by Hartrum and supported by Maloney to approve the agenda with the addition of Goodrich to address the Board under new business. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING:
July 2024 minutes were presented as part of the Board packet.

Motion by Hartrum and supported by Maloney to approve the July 2024 Board minutes. Voice Vote. Motion Carried,

Gabridge & Company 2023 Audit Presentation
Matt Holland with Gabridge and Company gave a presentation of our 2023 annual financial audit. The opinion presented as fairly, which is the highest rating issued. Per the July Board meeting Holland addressed the question on whether we should hire an outside auditor to prepare our year-end financial statement. Holland stated the finding of our Authority's internal controls is very common within governmental audits and the State mandates this statement from the auditors in the annual report. Holland also stated, even if we hire an outside firm to assist in the annual statements, his experience is that we would still have this finding. Hardy asked if your audit cost would decrease if we hired an outside source to complete our financial year end reports, Holland stated it is not likely to change the annual fee.

Motion by Hartrum and supported by Hartley to approve the audit report for 2023 records. Voice Vote. Motion Carried,

TREASURER'S REPORT: Hartley presented the Treasurer's report for July, 2024.
Total Revenues – Julye 31, 2024: $105,495.29
Total Expenditures – July 31, 2024: $159,582.34
Fund Balance as of – July 31, 2024 $1,722,328.41

Approved: 10/16/2024

Motion by Hardy and supported by Fritcher to accept the Treasurer's report and approve the payment of claims for August 2024 in the amount of $591.42. Voice Vote. Motion Carried.

COMMITTEE MEETING: None

DIRECTOR'S REPORT:

Personnel

- We are still short 1-2 part-time employees and continue to keep our hiring process open.
- Last week, Operations Manager Chris Ernst attended and passed NENA's Center Manager Certification Program (CMCP). The 5-day course, "…is designed to equip recently-hired, newly-promoted, and aspiring PSAP and 9-1-1 Authority Managers and Supervisors with the tools needed to manage their agency effectively through a rigorous 40-hour course of lecture and lab-based education." Chris is the first Mason-Oceana 911 employee to complete the course in 11 years.

Collaboration Projects

- **Lake County CAD collaboration (Todd)-** the Lake Co CAD servers have arrived and will be installed next week. We are working with Lake to migrate and merge their mapping so that all four counties will run from the same map.
- **CentralSquare Unify (CAD2CAD)-** Life EMS was contacted for an update on whether or not this project will move forward.
- **Mid Mitt Viper Multinode (Todd)-** we are in the process of finalizing all the details of the Viper quotes. Some of the agencies had questions regarding training and maintenance contracts; once that is settled, we can move to sign before October.
- **State and Local Cybersecurity Grant Program (SLCGP)-** no update
- **National Night Out-** the first ever Oceana County National Night Out was a success. There were a lot of agencies from all levels of government (local, county, state & federal) that attended, and there seemed to be a good amount of attendance by the public.

Radio Communications Updates

- **Encryption on Law Enforcement Talkgroups-** Mason Co SO radios should be received any day. Once those are received, templates will be ordered immediately. Mason Co LE should be able to migrate to ADP encryption by the end of this year. Rothbury PD, New Era PD and OCSO have yet to place the radio orders that will allow Oceana Co LE to go live with ADP encryption.
- **Radio Over IP (ROIP)-** vacations and training have delayed deployment.
- **Ludington Tower Maintenance-** we were notified by MPSCS that our Ludington site required plumb and tension maintenance (it is guyed, not free-standing like the tower at 911. Our Ludington site is now 21 years old. Maintenance and repairs should be expected. We are working with MPSCS to stay ahead of any major repairs like a new generator, which seems like a probable upgrade need in the next 10 years. Other Updates
- **Wi-Fi Calling & Dialing 911-** we recently worked with a lakeshore resident that relies on Verizon Wi-Fi calling. He discovered he was unable to dial 911 using Wi-Fi Calling. Todd and Chris visited with him at his residence and conducted some testing from his home Wi-Fi. In the end, Chris was able to get through with AT&T/iOS after 60 seconds, but Todd was unable to get through at all with AT&T/Android. Little is known about Wi-Fi Calling and the matter has been provided to Michigan's State 911 Office. The 911 Office is first trying to determine if dialing 911 via Wi-Fi calling is a legal requirement.
- **Annual Financial Audit-** at today's meeting, Gabridge and Co is presenting their audit of 911's financial records from 2023.
- **Checking Account Bank-** Connie has been hard at work with preparing 911 to moving our checking account from Fifth Third to Huntington. She is in constant contact with them in last week, we initiated a $400,000 move from our Fifth Third account to our new Huntington account. Our final Fifth Third payroll was this week. Connie plans to run a test payroll through Huntington prior to our first payday with Huntington. Weekly conference calls are taking place, and we are planning on a final cut on September 3.

- **Parking Lot Paving-** no update

OLD BUSINESS:
External agency to prepare annual financial statement
Covered under auditor's presentation above

NEW BUSINESS:
Hartrum discussed the 988 line, which allows Dispatch to connect callers with CMH. Hartrum states that records show 90% less calls result in Law Enforcement having to respond. Hasil stated that NENA is working on a policy for Dispatch Centers and is about 2 to 3 months out from a final draft. Hartrum asked to keep 988 under old business to not have it dropped.

Goodrich stated he is resigning from his current position with the Rual Fire Authority however he will remain on the Board as an Administrator. He would like to remain on the 911 Board as Mason County Fire Representative. Hartley and Maloney stated Goodrich should check with the County Administrator and make sure there is no conflict.

Encryption on Law Enforcement Talkgroups
Rothbury and New Era PD's have yet to place the radio orders that will allow Oceana Co LE to go live with ADP encryption. Mast suggested a letter to the Village Boards updating them on the hold up, be sent out as soon as possible to encourage compliance. After discussion a motion was heard.

Motion by Cole and supported by Hartrum to send a letter to the Village of Rothbury and New Era regarding the need to order radios with ADP encryption capability is needed. Voice Vote. Motion Carried.

Investments
Hasil asked for approval to move up to $1 million dollars from MI CLASS into Huntington investments, with direct approval from Chairman Mast and Treasurer, Hartley. A discussion was followed by a roll call vote.

Motion by Hardy and supported by Fritcher to allow up to $1 million dollars to be invested with Huntington Bank, with approval from Mast and Hartley. **Roll call vote was taken: Cole, yea; Fritcher, yea; Goodrich, yea; Hardy, yea; Hartley, yea; Hartrum, yea; Herrema, yea; Maloney, yea and Mast, yea. Motion Carried.**

With no further business the meeting was adjourned at 11:34 am.

NEXT SCHEDULED meeting will be September 18, 2024 at 10:00 a.m. at the Mason-Oceana 911 Conference room, located at 9160 N. Oceana Drive, Pentwater.

Respectfully Submitted,

Connie Blaauw,
Secretary

Approved: 10/16/2024