

MASON-OCEANA 911 BOARD
MEETING MINUTES
January 20, 2021

PRESENT: Kim Cole Jody Hartley Tim Kozal Ron Christians
Jim Duram Laude Hartrum Craig Mast John Forner
Brad Fritcher Jim Herrema Jeff White Matt Murphy
Craig Hardy Tom Trenner for Dale Goodrich

ABSENT: None

STAFF: Ray Hasil – 911 Center, Pentwater Twp., Oceana County, MI
Chris Ernst – 911 Center, Pentwater Twp., Oceana County, MI
Connie Blaauw – 911 Center, Pentwater Twp., Oceana County, MI

Attending remotely: Cole – Ludington, Mason County, MI
Duram – Dalton Twp., Muskegon County, MI
Fritcher – Hart, Oceana County, MI
Trenner – Custer, Mason County, MI
Hardy – Hart, Oceana County, MI
Hartley- Hamlin Twp., Mason County, MI
Hartrum – Oceana County, Pentwater, MI
Herrema – Fremont, Newaygo County, MI
Kozal – Ludington, Mason County, MI
Mast – Hart, Oceana County, MI
White – Green Twp., Mecosta County, MI
Christians – Pentwater, Oceana County, MI
Forner – Jackson, MI
Murphy – Scottville, Mason County, MI

GUEST/CITIZEN PARTICIPATION:

Garry McKeen

Due to the Coronavirus and the Governor closing non-essential business in the State, this meeting was held virtually using the Zoom Ap. All information was posted on our site to allow for citizen participation.

MEETING CALLED TO ORDER: Meeting called to order by Chairman White at 10:00 a.m.

APPROVAL OF AGENDA: Agenda was presented as part of the Board packet. Hasil asked to add placing P911 in First Responders radios/pagers and Hiring process to Old Business.

Motion by Mast and supported by Cole to approve the agenda with the above noted additions. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING:

December 2020 minutes were presented as part of the Board packet.

Motion by Hartrum and supported by Kozal to accept the December 15, 2020 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER’S REPORT: Hasil presented the Treasurer’s report for December of 2020.

Approved: 2/17/2021

Total Revenues – December 2020: \$13,037.44
Total Expenditures - December 2020: \$216,031.75
Fund Balance as of December 2020: \$998,766.43

Motion by Hartrum and supported by Duram to accept the Treasurer’s report, and approve the payment of claims for January 2021 in the amount of \$278.70. Voice Vote. Motion Carried.

DIRECTOR’S REPORT:

Personnel

- Three persons (2 internal, 1 external) applied for the new Operations Manager position. An independent panel comprised of the Newaygo, Muskegon and Montcalm directors led the interview process and Supervisor Chris Ernst was unanimously the first choice of all three directors. Chris’s first day was Monday, January 11. Long term, we have a lot planned but his activities over the next two months will focus on:
 - Radio programming
 - Pager programming
 - PageGate
 - Active911
 - QA program
 - Tape requests from agencies (not FOIA)
 - Assist Todd with CAD/Mobile deployment
 - Assist staff with new CAD deployment
 - New PT hiring process
 - Working with Scheduler on PT training and CAD training
 - Viper reporting
- With Chris vacating a supervisor position, we will begin the process of filling the vacant slot.
- Information on how to register and receive COVID vaccines was provided to staff.

Collaboration Projects

- CentralSquare Pro CAD Update- we are still planning on going live on Tuesday, February 23. 911 staff will each attend an 8-hour training session conducted by CentralSquare. Staff training dates are Tuesday, February 9, Thursday, February 11 & Wednesday, February 17. In speaking with law enforcement at the Oceana Co Chief’s meeting, both Ray and law enforcement are in favor of putting their field units through a 4-hour MCT training for the new MCT product.

Radio Communications Updates

- 911 Communications Support Services Document- no update.
- Shoreline Coverage- stakeholders met at the site of the Glen Rd fire and had an opportunity to see how FIRECOM headsets work. Results were mixed and will be discussed in detail at the next 911 Communications Committee meeting.
- We are trying to attend training that would allow Mason-Oceana 911 to create our own templates without RPU intervention.

Other Updates

- E-mail and text reminders of 911 meetings- all 911 Board members (both primary and alternates) are included in e-mail correspondence and text messaging for things like meeting reminders. If you did not receive either for today’s meeting, please let me know.
- Geovision update (Todd)
- VM Server update (Todd)

- Non-emergency & admin phone service- we are working diligently with NSOIT to install new SIP service through Telnet. We're working on an install date for all three active NSOIT projects so that a single site visit is required for all projects.
- COVID- our facility remains closed to the public through the end of this month.

OLD BUSINESS:

P911 in First Responders radios/pagers

Hasil gave an overview of the request from First Responder and a brief history on the topic. Hasil asked with all of the new seats on the Board if the Communications Committee should be brought up to speed on the issues before the full Board makes a decision. It was agreed to have Communication re-address this topic then bring it back to the full Board.

Hiring Process

Hasil gave the opinion of our legal advisor on hiring internally without advertising outside. We have a Supervisor position and a Full Time Dispatcher position open. Kozal stated he feels that Hasil should move forward with our current procedures to fill the open positions; Mast agreed. White stated he agrees but with the caveat that the Director can go outside at any time if he chooses, this would be at the Director's discretion and staff need to be aware of that possibility.

NEW BUSINESS:

Mika Meyers PLC Engagement Letter

Hasil asked for permission to use the Mika Meyers law firm for basic/routine legal questions. All 911 legal matters we would still use Doug VanEssen with Silver & VanEssen, as he specializes in 911 issues State wide. We have had difficulty getting timely responses from VanEssen on routine legal questions. Kozal asked if we would be on a retainer or hourly rate. Hasil stated no retainer just charged for time and material work. Further discussion was held followed by a motion.

Motion by Hartrum and supported by Hardy to allow Director Hasil to sign the engagement letter with Mika Meyers PLC. Voice Vote. Motion Carried.

New 911 Board Representative

Hasil shared a document that he and White created for the Executive Board and Board Committees positions. He explained that with the new year and new members on our Board, we have both Executive Board and Committee positions that need to be filled. On the Executive Board the Treasurer and Secretary positions are vacant. Hasil explained that per our By-laws the Chairman appoints members to all committees. White stated the goal is to balance representation on the Committees between the two Counties and disciplines. White added he is open to suggestions and input. Mast stated the list looks good to him; others seconded Mast's comments. After the discussion a motion was heard.

Motion by Mast and supported by Herrema to accept the Executive Board positions as presented. Voice Vote. Motion Carried.

There being no further business the meeting was adjourned at 10:51 a.m.

NEXT SCHEDULED meeting will be February 17, 2021 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: 2/17/2021