

**MASON-OCEANA 911 BOARD
MEETING MINUTES
March 17, 2021**

PRESENT: Kim Cole	Laude Hartrum	Jeff White
Jim Duram	Jim Herrema	Ron Christians
Brad Fritcher	Tim Kozal	Matt Murphy
Craig Hardy	Craig Mast	Jon Forner
Jody Hartley	Craig Mast	

ABSENT: Dale Goodrich

STAFF: Ray Hasil - 911 Center, Pentwater Twp., Oceana County, MI
Todd Myers - 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 – Hart, Oceana County, MI
Fritcher – Ferry Twp., Oceana County, MI
Hardy – Venice, Sarasota County, FL
Hartley- Hamlin Twp., Mason County, MI
Hartrum – Pentwater, Oceana County. MI
Herrema – Ludington, Mason County, MI
Kozal – Ludington, Mason County, MI
Mast – Hart, Oceana County, MI
White – Hart, Oceana County, MI
Christians – Pentwater, Oceana County, MI
Forner – Hart, Oceana County, MI
Murphy – Scottville, Mason County, MI

GUEST/CITIZEN PARTICIPATION:

Garry McKeen – Mears, Oceana County, MI
One anonymous citizen

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.

Motion by Mast and supported by Kozal to approve the agenda as presented. Voice Vote. Motion Carried.

MINUTES OF THE PREVIOUS MEETING:

February 2021 minutes were presented as part of the Board packet.

Motion by Hartrum and supported by Fritcher to accept the February 17, 2021 Board Meeting Minutes. Voice Vote. Motion Carried.

TREASURER’S REPORT: Hartley presented the Treasurer’s report for February of 2021.

Approved: 4/21/2021

Total Revenues – February 2021: \$185,219.16
Total Expenditures – February 2021: \$106,387.36
Fund Balance as of February 2021: \$1,372,784.59

Motion by Mast and supported by Hartrum to accept the Treasurer’s report, and approve the payment of claims for March 2021 in the amount of \$909.45. Voice Vote. Motion Carried.

COMMITTEE MEETINGS

None

DIRECTOR’S REPORT:

Personnel

- Full-time telecommunicator Danielle Hawley was promoted to supervisor. The promotion fills the vacancy left by Chris Ernst’s promotion to operations manager.
- Part-time employee Tracey Lhamon was promoted to full-time telecommunicator to fill the spot vacated by Danielle Hawley.
- 3 new part-time employees have been hired. We can train 2 at a time and will begin training the 3rd employee as soon as we’re able. The 2 that have started training are expected to complete training in early July.
- One part-time employee resigned to focus on her full-time job in the medical field. This brings our total staffing to 15 full-time and 2 part-time employees.
- We are low on part-time employees and once again temporarily lifting caps on vacation and comp time banks to ensure staffing levels are met while overtime costs are minimized. Once we have 2 of our 3 new part-time trainees released from training, staff will have 6 months to take time off and once again get below caps.

Collaboration Projects

- CentralSquare Pro CAD Update- our go-live was originally February 23 but we had to push back that date due to a serious address verification issue. The new go-live date is tentatively next Tuesday, March 23.
- Oceana Co SO and local Oceana Co PDs have attended 1 of 2 MCT training sessions.
- Mason Co SO and local Mason Co PDs are attending MCT training this Thursday and Friday.
- Chris Ernst worked with the US Forest Service to program about 25 used 800 MHz radios. The radios were updated with area-specific zones so they have mutual aid and fireground talkgroups for all the areas they cover. Chris worked with Ben to program different home button talkgroups depending on where the radio would be used.

Radio Communications Updates

- 911 Communications Support Services Document- no update.
- Shoreline Coverage- when weather permits, we will work with Shelby-Benona FD to perform a test by mounting an antenna on their aerial to see how much an elevated antenna would affect coverage.

Other Updates

- VM Server update- the new VM server has been installed.
- Non-emergency & admin phone service- our service was cut from a Charter PRI to Telnet SIP service. The transition went very well and will save over \$2,000 per year on our phone bill.
- COVID- our facility remains closed to the public.

OLD BUSINESS:

Spectrum Security & Mental Health

Hasil stated PA 330 certification for the security employees is required in order to have P911 in their radios. Kozal stated Spectrum is not looking at PA 330 for our area at this time. White stated we can re-address this issue if or when Spectrum decides to have their employees certified in PA 330.

Encryption

Hasil stated there is an increasing need for encryption, three incidents have occurred over the last few weeks where scene safety could have become compromised due to public notification of an active case.

NEW BUSINESS:

Request for one employee's HSA funds be released for the remainder of the year. Hasil explained that we switching from an annual payment into employee's HSA accounts to quarterly payments back in 2014. With permission from the Board, individuals can request earlier release of their annual funds when they have a medical need.

Motion by Hartley and supported by Mast to release the remainder of the year's HSA funds to the employee that made the request. Voice Vote. Motion Carried.

Criminal Justice Information Center (CJIC) Correspondence

Hasil stated we received a letter addressing a possible LEIN violation, he has been contacted by a representative at LEIN Field Services who is working with him on the matter. Hasil stated this plays into the need for encryption and he recommends that the TAC Committee meet to discuss the matter further. White agreed and stated the meeting should take place this month. Hasil will schedule the meeting.

There being no further business the meeting was adjourned at 10:34 a.m.

NEXT SCHEDULED meeting will be April 21, 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