**Meeting Minutes of the APCO MEETING**

**Thursday, October 21, 2021**

**2:00pm**

**Frankenmuth**

Meeting called to order by APCO President Chris Collom at 2:01 p.m.

*Pledge of Allegiance.*

*Motion to approve agenda made by Dave Rapacz, supported by Kelley Cunningham. No discussion, motion carried.*

**Introductions**:

Chris Collom Michelle James Rich Feole Rich Rybicki

Patricia Coates Keith Bradshaw Dreama Arnett Kim Ostin

Cindy Homant Sandra Nielson Bob Batis Jim Hansen

Jeff Troyer Torie Rose Phyllis Fuller Tim McKee

Marie Gleesing Frank Pavey Dave Plumb Jeff Kelley

Kelley Cunningham Scott Temple Ed Dreslinski Kate Jannereth

Brad Stoddard Michael Armitage Sam Kalef Cherie Bartram

Dave Rapacz Kim Grafton Mike Muskovin Paul Hill

Erica Nageldinger Leah Edgell Kelsey Gentry Chris Robinson

Tim McKee

**New Member Report** - presented by APCO 2nd Vice President Dave Rapacz; we have a total of 532 members.

**APCO Minutes** - presented by APCO Secretary Michelle James for the approval of the September 2021 minutes*. APCO President Chris Collom entertained a motion to approve the minutes as presented. Motion to approve made by Phyllis Fuller, supported by Sandra Nielson, no discussion, motion carried.*

**APCO Treasurers Report** - presented by APCO Treasurer Phyllis Fuller; Chapter balances as of September 30, 2021 are as follows: Checking: $71,217.93 and Schwab Account: $85,703.20 with our Total Funds: $115,921.13. Also included in the report is a budget spread sheet breakdown. *Motion to approve made by Patricia Coates, supported by Jeff Troyer. Discussion requested by Jeff Troyer on how the Schwab account is doing. It is going slow and steady but is moving in the right direction now. $25,000.00 was the initial investment into the account from when APCO hosted the National Conference in Detroit in 1995. Motion carried.*

**Quick Learn** – Motorola Presentation: Cybersecurity, presented by Paul Hill of Cybersecurity Services.

**APCO COMMITTEE REPORTS**

**APCO National** - presented by APCO Executive Council Kim Ostin; APCO is seeking volunteers to help create an ANSI standard titled Non-9-1-1 Call Processing and Dispatch. As new services become available to the public, ECCs will be tasked with receiving and processing calls from sources other than 9-1-1 requiring new policies and procedures. APCO is looking for a well-balanced group, including contributions from training, technical and operational subject matter experts. All interested persons should complete the [online application](about:blank). The deadline is **October 24, 2021**.

The Conference & Expo in San Antonio in August was a great time. Registration exceeded expectations, the Block Party at Sea World, the Keynote Speakers, Exhibit Hall and sessions were great and the city was very welcoming to us all. Jason Kern was sworn in as president and Becky Neugent was voted in as Second Vice President.

Plans are already underway for next year being led by the Committee Chair, Maureen Will. The Call for Speakers is now open for APCO 2022, taking place August 7-10 in Anaheim, CA. We are looking for one-hour presentations and, as a speaker; you will receive one complimentary full conference registration. Deadline to submit is 11:59 pm Eastern December 17th, 2021.

The next webinar, which is free for APCO members, is [Every Call, Every Time: Why Redundancy and Resiliency Are Ever More Critical for Safer, Smarter Cities](about:blank) – and will be presented on November 9th at 1:00 Eastern.

The [2021 Emerging Technology Forum](about:blank), November 2-4 is still accepting registrations. You can go to the website to check out the [speaker line-up](about:blank) . The event is virtual and will continue to be so moving forward. Members and industry leaders share their vision of the future of emergency communications.

APCO is also seeking comments for the candidate American National Standard (ANS) for Public Safety Telecommunicators When Responding to Calls of Missing, Abducted and/or Sexually Exploited Children and will be seeking comments on the Manager/Director standard revision in the near future.

The SDC is also seeking producers of public safety communications equipment, products, processes systems and services to help in the development of standards. If you are interested in working on one of the sub-committee, the application can be found on the APCO website.

Speaking of Committees, Several members of the Michigan Chapter have submitted and been selected to participate in national committees including Awards and the Professional Development, and it has been noticed that the participation from our chapter has greatly increased.

Finally, at the Executive Council meeting this year, the resolution requiring that the chapter Secretary and Treasurer be Full APCO members was approved.

Every member of the Michigan APCO Board is participating in at least one National Committee.

**APCO Commercial** - presented by APCO President Chris Collom; Larry Stidham was not able to attend but he did announce that he is also participating in the C-Cam committee at the National level. Michigan has a huge presence in this committee. Jason Bernard is our VP of this committee this year and Jim Hansen is also on the committee. All the booths at the Annual Michigan Conference are filled. There is also a Michigan Row in the vendor hall.

**APCO Historical** - presented by Rich Rybicki; this all began in 1954 with Motorola sponsoring this dinner. Thank you to them! I am back on the National Historical Committee. We also have a new Life Member, Kim Ostin.

**Training/Membership Activities** - presented by APCO 2nd Vice President Dave Rapacz; we will start working on spring and fall trainings after the Annual Michigan Conference. We are looking for any and all ideas. We want to bring new stuff to you. If you want to join the committee, let us know.

**Nominating Committee** - presented by APCO Past President Sandra Nielsen; the nominations were open. All current board members put in their letter to seek re-election and no other nominations were received so no election had to be held. The current slate of officers will remain and be sworn in tonight for 2022.

**CJIC Update** – no report.

**Legislative** - presented by Michael Armitage; legislation in progressing with 9-1-1 Enabling Act House Bill 5026. We expect it to go to the house floor next week. House Bill 5026 extents the sunset for 6 years. It keeps the state 9-1-1 post paid fee at 25 cents, increases pre-paid from 5% to 6% and has a roll back mechanism to try to get a grasp on underperforming pre-paid. This bill will fix some funding concerns. We are still looking for letters of support from our 911 Centers and Governing boards.

**State 9-1-1 Committee** -presented by Rich Feole; Chris Collom thanked Rich for his 10 years of representing APCO on this committee and 9 years as the Certification Committee Chair. We did have our SNC meeting in September. The Certification Subcommittee has several compliance reviews in process. The conference of Western Wayne and Midland County were both approved. Iron and Huron counties were both chosen for the next reviews. We have four (4) new members on the subcommittee: Jessica Young (Genesee County), Tori Rose (Kalamazoo County), Chad Chewning (Livingston County) and Jim Miller (PFN). We have had several retirements and resignations on the subcommittee that we needed to bring in some new people and I think we made some good selections. On the training subcommittee, the second distribution of the year was approved at $1,930.00. SNC By-Laws were updated and approved. A couple of the changes were that members can attend remotely but they will not have voting rights unless they are currently active military or have a medical illness that prevents them from attending the meeting. They also created a Vice Chair position for all the subcommittees. It has always been the rule that the Chair of the subcommittees has to be a SNC member. Now with having a Vice Chair, the Chair does not have to be a SNC member but the Vice Chair would have to be if they are not. The other By-Laws change in the SNC is that the attendance rule for the SNC applied for the subcommittee also. You have to attend in person and have voting rights. Thank you for the privilege of serving APCO and Chris, Sandy, Jeff for allowing me to represent APCO during your terms. I appreciate it!

**State 9-1-1 Administrator** – presented by Cindy Homant;

*Training*: there will **not** be an extension for the spend down of training funds this year. In order to qualify for 2022 training funds, PSAPs will need to spend down 2018 and 2019 (and older) training funds. If you still have a balance of those funds close to the end of the year and would still like to qualify for 2022 funds, you can contact Theresa Hart by December 21st for an invoice. The funds are required to be returned by December 31st. Training fund applications for 2022 can be created at any time during the year in MiSNAP. This allows PSAPs to add the expenditures throughout the year instead of rushing in December/January. The applications should not be submitted until the process is approved by the State 911 Committee at their December meeting. The second distribution of 2021 training funds should be released by Treasury in late November/early December.

*Grant Update*: progress continues as we prepare to go live with the upgraded system trainings. There were 18 grants awarded. Of those, 15 have completed the installation process.

*Text-to-911*: we now have 78 counties and one Wayne County Service District that have fully deployed Text-to-911.

*9-1-1 Emerging Technology Forum*: we had the 9-1-1 Emerging Technology Forum at the end of September which drew unexpected record attendance. There were 184 registered attendees. We had 152 attendees in 2019. The ETS will be meeting November 1st and we will be discussing locations for 2022 & 2023.

**Technical** - presented by Jeff Kelley; we continue to work with adding channels for when Consumers Energy goes on the system. We are continuing to work with Clinton and Oakland counties on their switch over to the system. We have rolled out our new MPSCS Radio Management that allows people to see their current inventory of radios and to open/see the status of their tickets. We did training, it was well received. It seems to be working really well. We are planning on putting together some quick how to videos that we will post to our YouTube channel hopefully by the end of the year. Feel free to call any of us if you have any questions as you try to work through the new system.

**Frequency Coordination/MPSFAC/700MHz** - presented by Pat Coates; the frequency committee met this morning. We had lots of discussions about ongoing issues with people who are submitting incomplete applications. We had one we considered today that has been on our docket since March. If you are submitting applications, make sure you are working closely with your vendor/consultant to get us the correct information the first time. We feel badly holding up your progress on your systems just because we can’t approve things. We also had a lot of discussion of encryption and operability. Our next meeting is going to be January 13, 2022 in Pontiac for any of you that have applications to submit. They are normally due 14 days before the meeting which means you would be submitting them on New Year’s Eve. I doubt that is happening so I encourage you to try and get them to the committee prior to the holidays. If you absolutely can’t, I suspect our chairman might give you a day or two leeway.

Keith Bradshaw; on the application process, if you submit an application to the committee and we issue you an application approval letter, don’t go back to APCO and change things. That is not permitted. If you make changes to your system, please contact the committee. We will review the changes and determine if it has to go back to committee review once again. If there are major changes, meaning antenna height, moving a tower, change in frequency, change in output power, it has to go back to committee review. You may have heard about the 4.9 GHz. The FCC has decided to let the states lease 4.9 GHz back to the users. They are now going to open another notice of proposed rulemaking to try to come to an agreement with public safety. Right now your old geographic licenses that you did 10-15 years ago are invalid. The FCC wants us to site license every 4.9 GHz. The state is not going to be leasing us back our spectrum at least for the time being anyway. The gas company is coming on the MPSCS. The 700 MHz rules were written by Congress to not allow commercial entities to use the 700 MHz spectrum. But, the FCC has decided to come up with a process called Waiver and that’s what Consumers Energy has been granted. They are not public safety channels, they are industrial business channels. We have had about 12 or 13 applications this year. Then next meeting is January 13, 2022 in Oakland County. It will be in person. We need two members from APCO. We have one but need one more. We need your help so if you’re interested, please contact myself or Pat Coates.

**FirstNet Committee** – no report

**MCDA** - no report.

**Michigan NENA** – no report.

**Joint Michigan Conference** -presented by Chris Collom; starts Sunday at 12:30. Registration opens at 10:00. We are pretty excited. We have booked the entire hotel for our rooms. All of our vendor spots are filled. We do have some good numbers. If you still do not have lodging, go to our website, we do have a second hotel that we are working with that is only a block away. Great speaker’s coming up. If you are registered, check out the email that Tammy Smith sent out yesterday. There is some construction going on but it also gives you some highlights as what to expect when you show up, what COVID precautions are being taken and who you can contact if you have any questions at the hotel. Unfortunately we will not be able to accommodate any early check ins so if you’re staying at the hotel, check in is 4pm and check out is Noon. We will be scanning at every door for every session so make sure you are getting your tag scanned because that is how you are going to get your credits in the State’s system for your training. We will be keeping those updated. If you do not get scanned when you walk in, find a volunteer at the door to get scanned. We are still looking for volunteers. Great entertainment is being planned by Kelley and Tori. Sunday night is Casino night. There is photo booth planned for the vendor show. We will have our 2022 conference in May. If you would like to present a session, be watching for the Call for Papers around December.

**APCO Old Business** – FCC 9-1-1 Fee Diversion presented by Patricia Coates; ﻿ the FCC issued a Notice of Proposed Rulemaking regarding the diversion of 911 fees to other purposes. The original notice stated that radio infrastructure and subscriber equipment was not an eligible use of 911 fees. A strike force with workgroups was formed to make final recommendations to Congress. Michigan participants were Patricia Coates from CLEMIS representing the Michigan Communication Directors Association, Captain Mel Maier from the Oakland County Sheriff’s Office representing Major County Sheriffs, and April Heinze representing the National Emergency Number Association. The final report was sent to Congress by the FCC in late September and included allowing radio infrastructure and subscriber units as a permitted use of 911 fees. However, one of the penalties the FCC can impose on agencies that divert fees is the cancellation of radio licenses. The effective date of the rules was October 18.

**APCO New Business** – 9-1-1 Goes to Washington presented by APCO President Chris Collom; each year APCO tries to send one board member and one member at large. This year we are accepting letters from APCO members that are interested. November 15th at 4pm is the deadline to submit your letter of interest along with proof of permission from your employer. The information will be located on our webpage. The board will then choose one person to go with Board member Kelley Cunningham. Kelley has been there before so she can show you the ropes. If we receive multiple letters of interest, the ones we don’t choose we will share with the other organizations

Thank you Motorola for 67 years of continued support and participation in our   
Annual Dinner & Awards.

Meeting recessed at 3:14 pm for Motorola networking and dinner starting at 5pm.

Meeting reconvened at 7:34 pm.

**Presentation of the 2020 Chapter Awards were presented by Phyllis Fuller.**

President’s Award Winner – Richard Rybicki

Information Technologist of the Year – Adam Kern from Midland County 9-1-1

Team of the Year – Midland County 9-1-1

Supervisor of the Year – Becky Dawson from Genesee County 9-1-1

Telecommunicator of the Year – Kathryn Schmelzer from SERESA 9-1-1. Kathryn was also the 2021 APCO National Telecommunicator of the Year winner. Congratulations Kathryn!

**2021 Chapter Awards Winners:**

President’s Award Winner – Phyllis Fuller

Information Technologist of the Year – Scott Shook from Genesee County 9-1-1

Radio Technologist of the Year – Mark Russell from Roe Comm

Team of the Year – Washtenaw County 9-1-1

Trainer of the Year – Kelsey Gentry from Calhoun County 9-1-1

Director of the Year – Christopher Izworski from Bay County 9-1-1

Supervisor of the Year – James Clickner from Ingham County 9-1-1

Telecommunicator of the Year – Christina Robinson from Calhoun County 9-1-1

2021-2022 Chapter Officers were sworn in by Immediate Past President Sandra Nielsen

Presidential address by APCO President Chris Collom.

**Meeting was adjourned** – *9:01 pm.*

Respectfully submitted,

Michelle James

Secretary, Michigan Chapter of APCO

**The next meeting will be**

**APCO/NENA JOINT MEETING**

**Thursday, December 2, 2021**

**10:00 a.m.**

**Eaton County Central Dispatch**

**Hybrid Meeting**

**In-Person or Virtual Zoom Options**