



County of Antrim

911 Board

P.O. Box 568
Bellaire, Michigan 49615

Phone: (231) 533-8627
Fax: (231) 533-5467
www.antrimcounty.org

Sheriff Daniel S. Bean
911 Board Chairman

William "Bill" Drollinger
Citizen At Large
Vice Chairman

Leslie Meyers
Emergency Management
Secretary

Karen Bargy
County Commissioner

MSP # 73 Representative
Michigan State Police

Burt Thompson
Road Commission Engineer

Paul Trumble
Citizen At Large

Wendy Dawson
Citizen At Large

Edward Sayre
ACES Representative

Date: **October 10, 2016**
To: **911 Board Members**
From: **Chairman Daniel S. Bean, Sheriff**
Re: **Meeting Notice**

The 911 Board is scheduled to meet on
DRAFT
October 12 @ 1:00 p.m.

Antrim County Building,
203 E. Cayuga St., 2nd Floor Room 211
Bellaire, Michigan 49615

Agenda Items include:

- * Call to Order
- * Approval of Agenda
- * Public Comment
- * Meeting Minutes Approval September 2016
- * Financial Report
 - ◇ September 2016
- * New Business
 - ◇ 911 Dispatcher Work Place Trauma
- * Old Business
 - ◇ PFN Update
 - ◇ IPAWS/Mass notification
 - ◇ Mic Fees/Mancelona Tower
 - ◇ MCC5500
 - ◇ MPSCS Microwave replacement
- * Communications
- * Operations Update
- * Next Meeting: November 9, 2016 1:00 p.m.

**Antrim County 911 Board
Meeting Minutes
9/7/16**

Present: Dan Bean, Paul Trumble, Leslie Meyers, Ed Sayre, Wendy Dawson, Burt Thompson, Karen Bargy

Absent: MSP #73 Representative, Drollinger, Sayre

Others Present: Ed Boettcher, Mike Gank, Val Craft, Jessica Spindler (Tele-Rad),

Call to Order:

Chairman Bean called the meeting to order at 1:04 pm.

Approval of Agenda:

Motion by Bargy, supported by Meyers to approve the agenda with the addition of the Paddle Antrim event. Motion Carried Unanimously.

Public Comment:

None

Approval of Minutes:

Motion by Meyers, supported by Dawson to approve the special minutes of the August 2016 meeting.

Motion Carried Unanimously.

Financial Reports:

Gank presented the fund reports for August 2016 covering the 259, 261 and 262 accounts. There is a \$1000 surplus in training. Overtime is still an issue. They are 2 weeks away from training being completed. Then the application process starts over. The State has thrown a wrench into the tower fund. They will charge for the additions to the tower repair. There will be a \$6600 charge to walk us through the equipment upgrades and another \$500 for a permit. Then in 2019, a tower lease fee will apply. Each tower will be charged \$5600 per year for microwave use.

The Public Safety Committee authorized moving forward with the tower project and if over the financial threshold, that the project can still move forward.

Motion by Thompson, supported by Trumble to approve the August 2016 reports as presented.

Motion Carried Unanimously.

New Business:

- **911 Bylaws:** Gank stated that no bylaws could be found for the 911 Board. Bargy suggested that Bob Wilson may have some background. Meyers added that she would contact Sheryl Guy and see what information is in her office regarding the creation of the E-911 Board. If nothing is available, Gank will use a template created by a 911 attorney. This can then be incorporated into a plan.
- **Paddle Antrim:** Paddle Antrim will take place on Sept 16-17. Meyers asked if Gank could please secure 2 event channels for use of RACES, Event Organizers and Public Safety.

Old Business:

- **Mass Communication:** Meyers is still researching mass communication. She has gotten access to the free Nixel product and is playing around with it. The IPAWS program was mentioned. What is it exactly and how does it differ from the AMBER and Weather Alerts? IPAWS is the Integrated Public Alert and Warning System. More information will be brought back to the Board.
- **MCC5500 Console:** It is been determined that the Console can now be serviced. The cost is \$15,200 to update. There was an error on Mark K's part per Jessica. It can however, only be updated to Windows 8. All back room components cannot be serviced and will have to be replaced as they fail.

The high maintenance costs and replacement/upgrade to the MC7700 schedule will send all future projects to the grave.

Boettcher stated that we must start setting monies aside when a new console is necessary. What is actually covered under the maintenance agreement? It was determined that it covers 3 computers and 24/7 service. Grant writing may be an answer.

Motion by Bargy, supported by Trumble to retract the previous recommendation for an upgrade to the MC7500 and upgrade the MC5500 with 4 computers with numbers to be submitted to the Public Safety Committee.

Discussion:

What does maintenance include? What is the breakdown of the \$15,200?

Craft stated that if Motorola requires certified computers, they have no choice in the matter. The MC7500 requires certified computers while the MC5500 allowed us to buy our own.

The Question was called. Motion approved.

Motion by Bargy to retract the MCT's from the 2017 budget until the Console issue is resolved.

Discussion:

Bargy feels that the numbers in a budget are plugs and that revenue hasn't matched projections. There is a millage renewal set for 2018. What happens if the millage doesn't pass? Are we back to a surcharge?

Boettcher feels that the MCT's are a need and not a want. The information that has been asked for has been provided.

Gank supports the MCT's.

Motion failed to get support.

Motion by Thompson, supported by Dawson to move the MCT project to Public Safety in the amount of \$440,000 with maintenance costs of \$24,000 per year plus 3%. Motion carried with Bargy voting no.

Motion by Bean, supported by Meyers to recommend to Public Safety and Finance Committee a total of \$231, 000 for NextGen 911, Office Carpet and Office Furniture for the 2017 budget.

Discussion:

Thompson asked if NextGen 911 was budgeted for 2017? If so, this will move it back to 2017.

911 Answering Policy: Tabled to next meeting.

Communications:

Adam East & West. Interference with Shanty Creek Tower. Dan requested that a subcommittee do this. Minimal programming and radio requirements.

Thompson asked if 800 paging is available. Is it time for the move? With dual pagers now available, maybe now it is time.

Meeting Adjourned at 3:21 pm.

Next meeting - October 12, 2016 at 1:00 pm.

Respectfully Submitted,

Leslie Meyers, 911 Secretary

REVENUE AND EXPENDITURE REPORT FOR ANTRIM COUNTY
PERIOD ENDING 09/30/2016
% Fiscal Year Completed: 74.86

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/2016	AVAILABLE BALANCE	% BDGT USED
Fund 259000 - 911 - TRAINING						
Revenues						
Dept 000						
259000-000-400.000	REVENUE CONTROL	10,000.00	4,143.00	0.00	5,857.00	41.43
259000-000-665.000	INTEREST EARNED INVEST & CDS	30.00	45.58	0.00	(15.58)	151.93
259000-000-698.001	UNREALIZED GAIN/LOSS	1.00	4.80	0.00	(3.80)	480.00
Total Dept 000		10,031.00	4,193.38	0.00	5,837.62	41.80
TOTAL Revenues		10,031.00	4,193.38	0.00	5,837.62	41.80
Expenditures						
Dept 348-E-911 OPERATIONS						
259000-348-705.003	WAGES - DISPATCHERS	2,800.00	0.00	0.00	2,800.00	0.00
259000-348-725.000	TRAINING	6,000.00	1,049.02	0.00	4,950.98	17.48
259000-348-861.000	TRAVEL	1,500.00	220.84	207.84	1,279.16	14.72
Total Dept 348-E-911 OPERATIONS		10,300.00	1,269.86	207.84	9,030.14	12.33
TOTAL Expenditures		10,300.00	1,269.86	207.84	9,030.14	12.33
Fund 259000 - 911 - TRAINING:						
TOTAL REVENUES		10,031.00	4,193.38	0.00	5,837.62	41.80
TOTAL EXPENDITURES		10,300.00	1,269.86	207.84	9,030.14	12.33
NET OF REVENUES & EXPENDITURES		(269.00)	2,923.52	(207.84)	(3,192.52)	1,086.81
BEG. FUND BALANCE		21,001.11	21,001.11			
END FUND BALANCE		20,732.11	23,924.63			

User: gankm

PERIOD ENDING 09/30/2016

DB: Antrim County

% Fiscal Year Completed: 74.86

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/2016	AVAILABLE BALANCE	% BDGT USED
Fund 261000 - E-911 OPERATING						
Revenues						
Dept 000						
261000-000-403.000	CURRENT TAX COUNTY	788,272.00	775,784.96	0.00	12,487.04	98.42
261000-000-407.000	DELINQUENT TAX COUNTY	45,000.00	50,775.87	(99.68)	(5,775.87)	112.84
261000-000-417.000	PERSONAL PROP. TAX-COUNTY PORTION	42,500.00	38,823.12	(2.70)	3,676.88	91.35
261000-000-423.000	INDUSTRIAL FACILITIES TAX	350.00	413.12	0.00	(63.12)	118.03
261000-000-424.000	COMM FOREST RESR-CO PORTION	50.00	121.25	60.75	(71.25)	242.50
261000-000-425.002	P.I.L.T.	2,000.00	3,207.63	0.00	(1,207.63)	160.38
261000-000-426.010	SUMMER TAX INTEREST	0.00	90.18	0.00	(90.18)	100.00
261000-000-606.070	LEIN REVENUE (DRUNK DRIVING CASEFLOW AST	1,000.00	1,000.00	1,000.00	0.00	100.00
261000-000-665.000	INTEREST EARNED INVEST & CDS	1,200.00	2,569.70	0.00	(1,369.70)	214.14
261000-000-689.003	WORKERS' COMP. DIVIDEND	0.00	114.02	0.00	(114.02)	100.00
261000-000-698.001	UNREALIZED GAIN/LOSS	22.00	131.83	0.00	(109.83)	599.23
Total Dept 000		880,394.00	873,031.68	958.37	7,362.32	99.16
TOTAL Revenues		880,394.00	873,031.68	958.37	7,362.32	99.16
Expenditures						
Dept 348-E-911 OPERATIONS						
261000-348-705.001	WAGES - SERGEANTS	51,584.00	38,174.15	6,108.80	13,409.85	74.00
261000-348-705.002	WAGES - LEAD DISPATCH SUPERVISOR	41,116.00	0.00	0.00	41,116.00	0.00
261000-348-705.003	WAGES - DISPATCHERS	287,222.00	191,031.04	29,901.78	96,190.96	66.51
261000-348-709.000	OVERTIME AND HOLIDAY	56,000.00	50,397.89	9,308.36	5,602.11	90.00
261000-348-710.001	PER DIEM - REGULAR	500.00	140.00	0.00	360.00	28.00
261000-348-714.000	EMPLOYEE ANNUITY BENEFIT	4,500.00	4,026.63	501.24	473.37	89.48
261000-348-715.000	FICA - COUNTY SHARE	33,427.00	21,989.49	3,485.66	11,437.51	65.78
261000-348-716.000	HEALTH INSURANCE	139,100.00	68,230.21	8,353.13	70,869.79	49.05
261000-348-716.008	DELTA DENTAL INSURANCE	12,000.00	5,476.02	655.42	6,523.98	45.63
261000-348-718.000	RETIREMENT - COUNTY SHARE	61,060.00	36,239.47	5,872.98	24,820.53	59.35
261000-348-719.000	OTHER FINGE - AD&D ETC.	4,323.00	2,799.20	309.72	1,523.80	64.75
261000-348-721.000	PERSONAL LEAVE	5,000.00	0.00	0.00	5,000.00	0.00
261000-348-724.000	WORKERS' COMPENSATION	2,136.00	1,729.96	0.00	406.04	80.99
261000-348-725.000	TRAINING	4,000.00	1,219.93	0.00	2,780.07	30.50
261000-348-727.000	SUPPLIES - OFFICE	2,500.00	172.76	0.00	2,327.24	6.91
261000-348-741.000	OPERATING SUPPLIES	5,000.00	2,029.61	19.98	2,970.39	40.59
261000-348-742.000	UNIFORMS	2,000.00	448.11	0.00	1,551.89	22.41
261000-348-807.000	DUES & SUBSCRIPTIONS	2,600.00	725.00	0.00	1,875.00	27.88
261000-348-851.000	RADIO MAINTENANCE	15,000.00	72.90	0.00	14,927.10	0.49
261000-348-855.000	TELEPHONE	6,600.00	4,967.09	241.38	1,632.91	75.26
261000-348-861.000	TRAVEL	1,000.00	22.40	0.00	977.60	2.24
261000-348-921.000	ELECTRIC	800.00	528.85	56.62	271.15	66.11
261000-348-922.000	GAS	800.00	0.00	0.00	800.00	0.00
261000-348-933.001	EQUIPMENT MAINTENANCE	5,000.00	613.79	0.00	4,386.21	12.28
261000-348-933.002	EQUIP. MAINT. AGREEMENTS	81,000.00	940.00	0.00	80,060.00	1.16
261000-348-941.000	RENT EQUIP. LEASE	23,000.00	14,313.14	1,003.08	8,686.86	62.23
261000-348-980.000	EQUIPMENT-E911 OPERATING	4,999.00	76.74	0.00	4,922.26	1.54
Total Dept 348-E-911 OPERATIONS		852,267.00	446,364.38	65,818.15	405,902.62	52.37
Dept 901-CAPITAL OUTLAY						
261000-901-980.348	CAPITAL OUTLAY-911 OPERATING	89,252.80	33,301.12	0.00	55,951.68	37.31

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

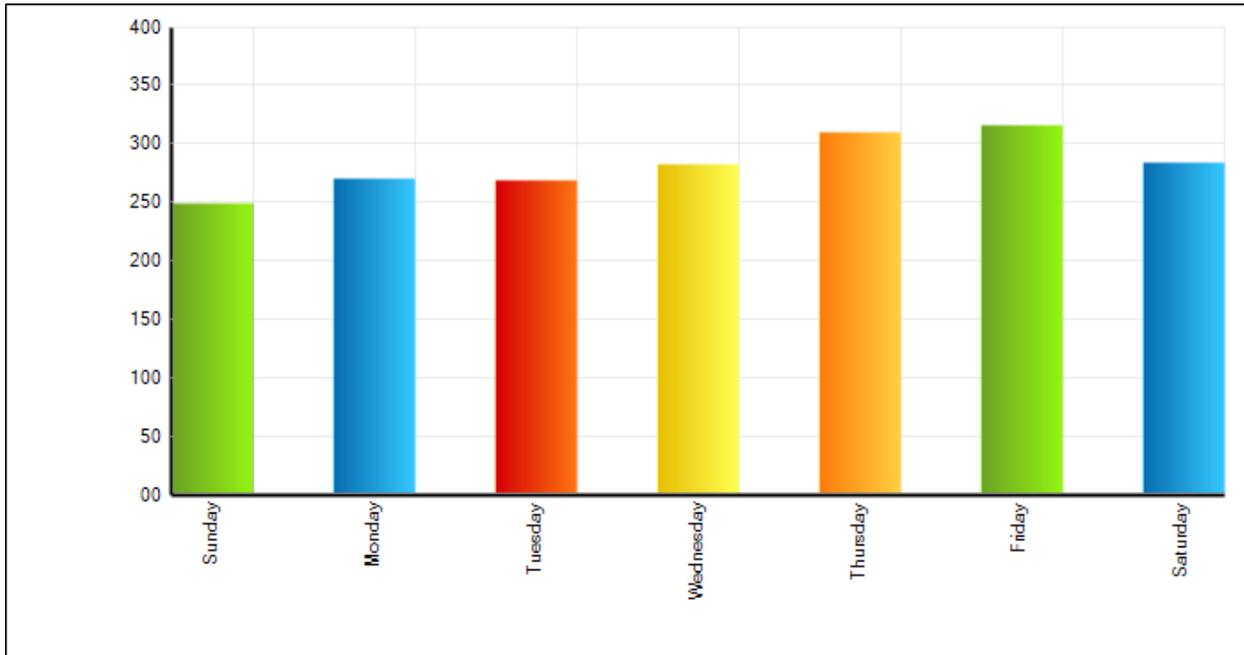
GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/2016	AVAILABLE BALANCE	% BDGT USED
Fund 261000 - E-911 OPERATING Expenditures						
Total Dept 901-CAPITAL OUTLAY		89,252.80	33,301.12	0.00	55,951.68	37.31
TOTAL Expenditures		941,519.80	479,665.50	65,818.15	461,854.30	50.95
Fund 261000 - E-911 OPERATING:						
TOTAL REVENUES		880,394.00	873,031.68	958.37	7,362.32	99.16
TOTAL EXPENDITURES		941,519.80	479,665.50	65,818.15	461,854.30	50.95
NET OF REVENUES & EXPENDITURES		(61,125.80)	393,366.18	(64,859.78)	(454,491.98)	643.54
BEG. FUND BALANCE		652,940.85	652,940.85			
END FUND BALANCE		591,815.05	1,046,307.03			
Fund 262000 - E-911 (WIRELESS) Revenues						
Dept 000						
262000-000-543.010	STATE - 911 - PER CAPITA	34,000.00	16,965.00	0.00	17,035.00	49.90
262000-000-543.020	STATE - 911 - EQUAL PAYMENT	114,000.00	57,116.00	0.00	56,884.00	50.10
262000-000-665.000	INTEREST EARNED INVEST & CDS	500.00	1,059.74	0.00	(559.74)	211.95
262000-000-698.001	UNREALIZED GAIN/LOSS	12.00	83.21	0.00	(71.21)	693.42
Total Dept 000		148,512.00	75,223.95	0.00	73,288.05	50.65
TOTAL Revenues		148,512.00	75,223.95	0.00	73,288.05	50.65
Expenditures						
Dept 901-CAPITAL OUTLAY						
262000-901-980.348	CAPITAL OUTLAY-911 WIRELESS	79,000.00	155.93	0.00	78,844.07	0.20
Total Dept 901-CAPITAL OUTLAY		79,000.00	155.93	0.00	78,844.07	0.20
TOTAL Expenditures		79,000.00	155.93	0.00	78,844.07	0.20
Fund 262000 - E-911 (WIRELESS):						
TOTAL REVENUES		148,512.00	75,223.95	0.00	73,288.05	50.65
TOTAL EXPENDITURES		79,000.00	155.93	0.00	78,844.07	0.20
NET OF REVENUES & EXPENDITURES		69,512.00	75,068.02	0.00	(5,556.02)	107.99
BEG. FUND BALANCE		476,898.96	476,898.96			
END FUND BALANCE		546,410.96	551,966.98			
TOTAL REVENUES - ALL FUNDS		1,028,906.00	948,255.63	958.37	80,650.37	92.16
TOTAL EXPENDITURES - ALL FUNDS		1,020,519.80	479,821.43	65,818.15	540,698.37	47.02

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 PERIOD ENDING 09/30/2016
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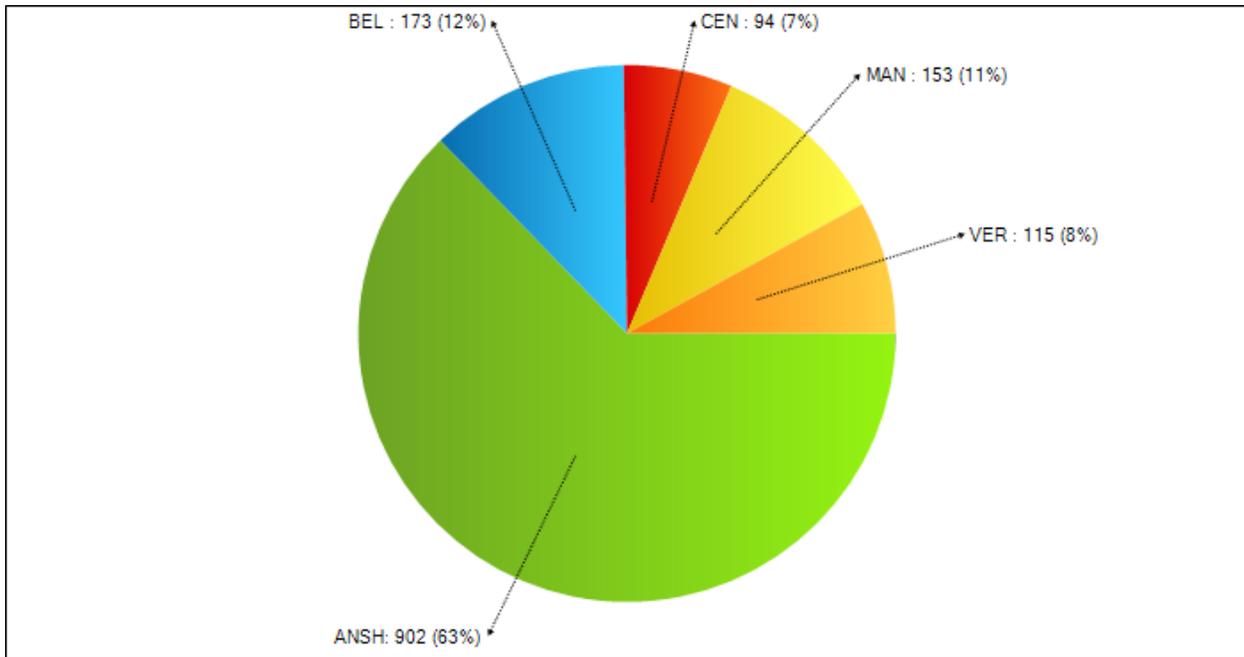
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GL NUMBER	DESCRIPTION	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/2016	AVAILABLE BALANCE	% BDGT USED
NET OF REVENUES & EXPENDITURES		8,386.20	468,434.20	(64,859.78)	(460,048.00)	5,585.77
BEG. FUND BALANCE - ALL FUNDS		1,129,839.81	1,129,839.81			
END FUND BALANCE - ALL FUNDS		1,138,226.01	1,598,274.01			

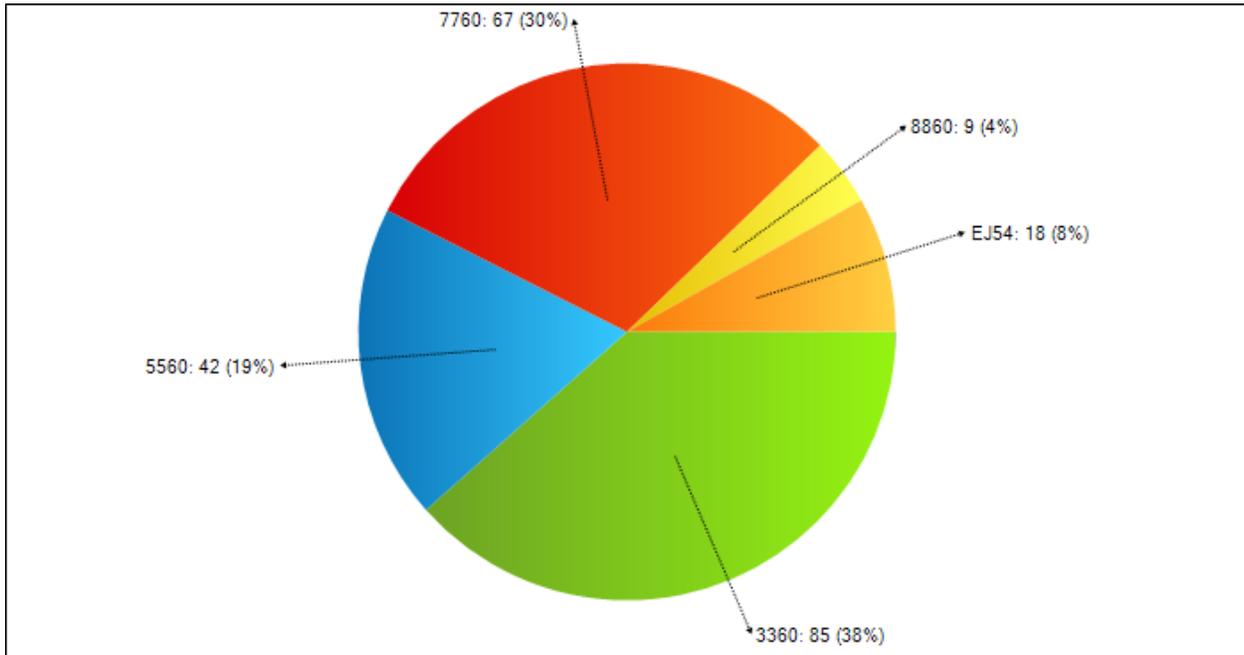
All Calls by day (September 1 – September 30)



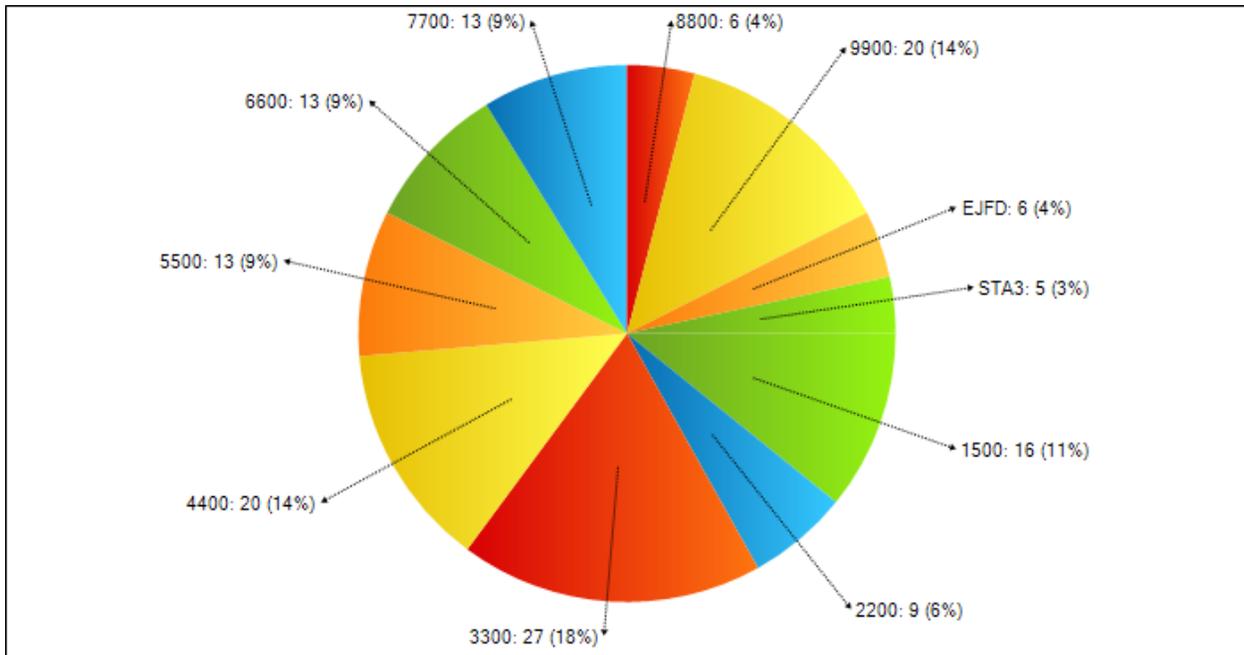
Law Calls (September 1 – September 30)



Ems Calls (September 1 – September 30)



Fire Calls (September 1 – September 30)



Operations

Dispatch Trainee Kent has completed the training process.

Communications

September 5, 2016

Intermittent static on Fire and EMS

Fire and EMS paging was impaired but functional

Noise was atmospheric no action taken

September 6, 2016

T1 connection out of sync

Fire and EMS paging was impaired partially functional for four hours

Issue resolved by Tele Rad

September 7, 2016

T1 connection out of sync

Fire and EMS paging was impaired partially functional for two hours

Issue resolved by Tele Rad

September 10, 2016

T1 connection out of sync

Fire and EMS paging was impaired partially functional for three hours

Issue resolved by Tele Rad

September 26, 2016

Intermittent static on Fire and EMS

Fire and EMS paging was impaired but functional

Noise was atmospheric no action taken

September 26, 2016

MPSCS Microwave remediation took the system off line repeatedly from 1000 on the 26 to 1800 on the 27

Fire and EMS paging was impaired approximately 20 hours

Issue resolved by Tele Rad