

Regular Meeting Minutes  
Manistee County E911 Board  
Manistee County Emergency Operations Center / Zoom  
May 18th, 2022

1). Call to Order:

The Meeting was called to order by U/S Torrey at 9:30 am.

2). Roll Call:

Members Present: U/S Torrey, Trp. Skorka, Director Medacco, Mr. Adams, Chief Glass, Mr. Dontz

Members Absent: none

Also, present: Julie Griffis, Sheriff Gutowski, Alvin Rischel, and Lisa Sagala

3). Approval of the Agenda:

A motion by Mr. Adams second by Trp. Skorka to approve the meeting agenda, All in favor

4). Public Comment / Invited Guest:

None.

5). Approval of Minutes:

A motion by Mr. Dontz second by Trp. Skorka to approve the amended Minutes from the regular meeting of April 20<sup>th</sup>, 2022.  
All in favor

6). Treasurer's Report:

Mr. Adams gave the Treasurer's report. A motion by Mr. Dontz second by Director Medacco to approve the Treasurer's report. All in favor

Mr. Adams made a motion second by Mr. Dontz to approve payment of the bills totaling \$101,578.54. A roll call vote was taken

|            |     |             |                           |             |     |                  |     |
|------------|-----|-------------|---------------------------|-------------|-----|------------------|-----|
| U/S Torrey | Yes | Mr. Adams   | Yes                       | Trp. Skorka | Yes | Director Medacco | Yes |
| Mr. Dontz  | Yes | Chief Glass | (Arrived after this vote) |             |     |                  |     |

7). Committee Reports:

a. **Executive** – Undersheriff Torrey gave a report on the Executive Committee Meeting that was held on May 10<sup>th</sup>, 2022.

A motion by Mr. Adams second by Chief Glass to approve the Executive Committee Meeting Minutes. All in Favor

b. **Finance** – Did not meet

c. **Personnel / Policy** – Did not meet

d. **Technology** – Chief Glass gave a report on the Technology Committee Meeting that was held on April 28<sup>th</sup>, 2022. Chief Glass advised the Technology Committee recommended to the Full 911 Board that equipment be purchased for other agencies totaling no more than \$36,000.00.

A motion by Chief Glass second by Trp. Skorka to purchase equipment for other departments totaling no more than \$36,000.00. A Roll Call vote was taken:

|                  |     |             |           |             |     |           |     |
|------------------|-----|-------------|-----------|-------------|-----|-----------|-----|
| U/S Torrey       | Yes | Chief Glass | Yes       | Trp. Skorka | Yes | Mr. Adams | Yes |
| Director Medacco |     | Yes         | Mr. Dontz | Yes         |     |           |     |

Mr. Dontz- Point of order: Roll call should not go in the same order for each roll call.  
Undersheriff Torrey requests roll call orders rotate.

The Technology Committee requests a third member be assigned to the committee to fill the void left by Mr. Sopha.  
Undersheriff Torrey appointed Director Medacco to the Technology Committee.

A motion by Chief Glass second by Trp. Skorka to approve the Technology Committee Meeting Minutes. All in favor.

8). Director's Report:

Jim advised the Board of the upcoming projects for 911 Center. The Console project and the new CAD system are projects being evaluated currently.

9). Deputy Director Report:

Mike advised the Board of the dispatching stats for the previous 3 years for the month of April.  
Mr. Adams requested these stats be shared at the Manistee County Public Safety Committee.  
Mike advised the Board of the progress of the new hires in training.  
Mike advised the Board of the ICS-300 class being hosted at the EOC on June 1<sup>st</sup>-3<sup>rd</sup>.

10). Old Business:

None

11). New Business:

None

12). Good of the Order:

Mr. Adams advised he was still looking into the Pager issues that were brought up at last months meeting. Onkama's department is taking some of their pagers to Grand Traverse Mobile to get checked on. Norman Township is receiving new pagers to see if this corrects the issue. Mr. Adams also requests the Technology Committee look into a cancel feature for the E Dispatch program in order to communicate better with responders.

Mr. Dontz addressed the Questionnaire that was sent out to Director Espvik, which the full 911 Board was made aware of. Mr. Dontz expressed his displeasure with the responses that were received on that Questionnaire. Mr. Dontz requests the Questionnaire and its responses be placed on the agenda for discussion at the Manistee County 911 Board Meeting to be held on June 15<sup>th</sup>.

Deputy Director Machen advised the 911 Board that the HAM Radio Group project to remove equipment from the Forrest Service Tower and have it placed on the 911 Marilla Tower was about to begin and should be completed by the end of August 2022.

Undersheriff Torrey gave a special thank you to Mr. Dontz and the rest of the County Commissioners for having a special meeting to have the 911 Milage renewal placed on the August 2022 Ballot.

13). Adjournment:

U/S Torrey adjourned the meeting at 10:07 am.

Respectfully Submitted  
Mike Machen  
911 Deputy Director