

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
February 15th, 2023

1). Call to Order:

The Meeting was called to order by Undersheriff Torrey at 09:30.

2). Roll Call:

Members Present: U/S Torrey, Chief Glass, Trp. Skorka, Mrs. Fairchild, and Mr. Dontz

Members Not Present: Mr. Adams and Director Medacco

Also, present: 911 Director Mike Machen, 911 Deputy Director Alvin Rischel, Generalist Julie Griffis, and Sheriff Gutowski (via zoom).

3). Approval of the Agenda:

A motion by Mr. Dontz seconded by Chief Glass to approve the amended agenda. All in Favor

4). Public Comment / Invited Guest:

None

5). Approval of Minutes:

A motion by Chief Glass seconded by Ms. Fairchild to approve the Minutes from the regular meeting on January 18th, 2023. All in favor.

6). Treasurer's Report:

Director Machen informed the board of the financial activity of Manistee County 911 for the months of January and February. A motion was made by Chief Glass seconded by Ms. Fairchild to accept the Treasurer's Report. All in Favor.

Mr. Dontz made a motion seconded by Chief Glass to approve payment of the bills totaling \$297,097.76. A roll call vote was held:

Chief Glass	Yes	Trp. Skorka	Yes	Mrs. Fair Child	Yes
Mr. Dontz	Yes	U/S Torrey	Yes		

7). Committee Reports:

a. Executive – Did not meet.

b. Finance – Did not meet.

c. Personnel / Policy – Did not meet.

d. Technology –Did not meet.

8). Director's Report:

Mr. Machen advised the Board of the progress of the Console Computers, Server Room, Zetron, and Recorder projects.

9). Deputy Director Report/EM Report:

Mr. Rischel advised the Board of the dispatching stats for the previous 3 years for the month of January.

Mr. Rischel advised the Board of 2 New Hires.

Mr. Rischel advised the Board of CPR training dispatchers received.

10). Old Business:

None

11). New Business:

Director Machen presented a bid from Grand Traverse Mobile for a new lock/keypad for entry into the Dispatch Center. Discussion was held. Project was tabled due to request by the board to see more bids.

12). Good of the Order:

Mr. Dontz and Ms. Fairchild discussed ambulance transfers in Manistee County, and attempts at bringing back Occupational Health to Manistee.

Ms. Fairchild advised the board of progress with EMT class, hiring, and having more rescue trucks in Manistee County.

13). Adjournment:

U/S Torrey adjourned the meeting at 10:06am.

Respectfully Submitted

Mike Machen

911 Director