

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
April 19th, 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, Director Medacco, Mr. Dontz, Mrs. Fairchild (via zoom), and Mr. Adams (arrived 09:46am).

Members Not Present: Trp. Skorka.

Also, present: 911 Director Mike Machen, 911 Deputy Director Alvin Rischel, Generalist Julie Griffis, MMR Operations Manager Daniel Mosholder

3). Approval of the Agenda:

A motion by Chief Glass seconded by Director Medacco to approve the agenda. All in Favor

4). Public Comment / Invited Guest:

Mrs. Fairchild introduced the new MMR Operations Manager, Mr. Mosholder, to the 911 Board.

5). Approval of Minutes:

A motion by Chief Glass seconded by Mr. Dontz to approve the Minutes from the regular meeting on March 15th, 2023. All in favor.

6). Treasurer's Report:

Mr. Adams informed the board of the financial activity of Manistee County 911 for the months of April. A motion was made by Mr. Dontz seconded by Chief Glass to accept the Treasurer's Report. All in Favor.

Mr. Adams made a motion seconded by Mr. Dontz to approve payment of the bills totaling \$33,955.11. A roll call vote was held:

U/S Torrey	Yes	Chief Glass	Yes	Mr. Adams	Yes
Director Medacco	Yes	Mr. Dontz	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 completion of the chair project.
Mr. Machen advised the Board of 911 current staffing levels.
Mr. Machen advised the Board of the celebration of Dispatcher Appreciation Week, April 9th-15th.

9). Deputy Director Report/EM Report:

Mr. Rischel advised the Board of the dispatching stats for the previous 3 years for the month of March.
Mr. Rischel advised the Board he will be attending this year's Homeland Security Conference.
Mr. Rischel advised the Board he will be hosting a Weather Spotter Class in May in the EOC.

10). Old Business:

None

11). New Business:

Director Machen requested to open a credit card for Manistee County 911 from West Shore bank, and to close the credit card for Manistee County 911 from PNC Bank.

Mr. Adams made a motion seconded by Mr. Dontz for Manistee County 911 to open a credit card at West Shore Bank and to close the credit card at PNC Bank. A roll call vote was held:

Chief Glass	Yes	Mr. Adams	Yes	Director Medacco	Yes
Mr. Dontz	Yes	U/S Torrey	Yes		

12). Good of the Order:

U/S Torrey advised the Board the Self Evaluation forms had been given to the Director and Deputy Director. He will be emailing the Board to start the full evaluation process for the Director and Deputy Director.
Chief Glass advised the Board Chief Cameron would be retiring on April 25th, 2023. Chief Glass informed the Board of the Kids Safety Day that would be held on June 3rd, 2023, and requested 911 have someone present.
Director Medacco informed Director Machen of an issue their department was having with the current MDT's.
Mr. Adams advised the Board on the rise in Lift Assist calls throughout Manistee County. Discussion was held on the topic.

13). Adjournment:

U/S Torrey adjourned the meeting at 10:12am.

Respectfully Submitted
Mike Machen
911 Director