



911 Board / Central Dispatch

Admin Office 231-723-2843

Emergency 231-723-6241

1527 E Parkdale Ave Manistee, Michigan 49660

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
July 21st, 2021

1). Call to Order:

The Meeting was called to order by Under Sheriff Torrey at 9:30 am. Via zoom

2). Roll Call:

Members Present: Mr. Sopha, Under Sheriff Torrey, Mr. Dontz, Mr. Adams, Chief Glass

Members Absent: Director Medacco, Trp. Skorka,

Also, present: Ms. Julie Griffis Administrator office, Chief Cameron City Fire, Sheriff Gutowski.

3). Approval of the Agenda:

Undersheriff Torrey Request Alan Pfister Payment taken off agenda.

A motion by Mr. Dontz second by Mr. Adams to approve the meeting agenda. All votes in Favor.

4). Public Comment / Invited Guest:

None at this time

5). Approval of Minutes:

A motion by Mr. Sopha second by Chief Glass to approve the Regular Meeting Minutes from June 16th, 2021.
All Votes in favor.

6). Treasurer's Report:

Mr. Adams gave the Treasurer's report. A motion by Mr. Dontz second by Chief Glass to approve the Treasurer's report. All votes in favor.

A motion by Mr. Adams second by Mr. Sopha to approve payment of the bills for the month of July with the total to be approved at \$118,811.43. A roll call vote was taken.

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|-----------|-----|---------------|-----|-------------|-----|-----------|-----|
| Mr. Sopha | Yes | Under Sheriff | Yes | Chief Glass | Yes | Mr. Adams | 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:

Mike advised the Board Jim is working on the budget for the 2021 Fiscal year and that 911 is hiring again for 2 positions. Alan Pfister resigned due to another opportunity; Tessa White was relieved of her duties during her probationary period.

9). Deputy Director' Report

Mike advised the Board training for the Dispatchers is complete. All dispatchers have completed 80 hours of State mandated training, as well as 24 hours continuing education.

In the EMC Role:

CERT Search and Rescue exercise completed July 14th, 2021

Active Shooter Table Top Exercise at the Casino taking place August 10th, 2021

10). Old Business:

None.

11). New Business:

None

12). Good of the Order:

Mr. Dontz requested Finance Committee meet July 27th, 2021 at 2:00pm. Mr. Adams, and Undersheriff Torrey agreed upon the date.

Discussion was held by Board Members regarding Prioritizing Calls for EMS calls for the County. Mr. Sopha would discuss with Dr. Robinson at the next Med Control Board Meeting.

13). Adjournment:

Undersheriff Torrey ended the meeting at 9:57am.

Respectfully Submitted

Mike Machen

911 Deputy Director