

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
August 17th, 2022

1). Call to Order:

The Meeting was called to order by Undersheriff Torrey at 9:30 am.

2). Roll Call:

Members Present: Undersheriff Torrey, Chief Glass, Director Medacco, Mr. Dontz, Trp. Skorka,

Members Not Present: Mr. Adams, Mr. Devereaux.

Also, present: 911 Interim Director/Emergency Management Coordinator Mike Machen, Julie Griffis, Sheriff Gutowski, Chief Cameron, Alvin Rischel, and Fred Craigin.

3). Approval of the Agenda:

Undersheriff Torrey, advised of Special Board Meeting minutes needing to be added to the agenda. A motion by Mr. Dontz seconded by Trp. Skorka to approve the amended agenda. All in favor.

4). Public Comment / Invited Guest:

Mr. Craigin gave an update on progress of construction working taking place at the hospital, and a Ham Radio Group tower move.

5). Approval of Minutes:

Undersheriff Torrey requested (2) changes in Section 10 of the minutes, the 1st and 2nd motions were lacking a second.

A motion by Mr. Dontz seconded by Trp. Skorka to approve the amended Minutes from the regular meeting of July 20th, 2022.

All in favor.

A motion by Mr. Dontz seconded by Chief Glass to approve the Special Board Meeting minutes on August 1st, 2022. All in favor.

6). Treasurer's Report:

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

Director Medacco made a motion seconded by Chief Glass to approve payment of the bills totaling \$121,277.25. A roll call vote was taken

Chief Glass	Yes	Director Medacco	Yes	Mr. Dontz	Yes	Trp. Skorka	Yes
Undersheriff Torrey		Yes					

7). Committee Reports:

a. Executive – Met on August 9th, 2022 met to discuss the 911 Director Job posting.

Chief Glass made a motion seconded by Mr. Dontz to accept the Executive Committee Minutes.

b. Finance – Did not meet

c. Personnel / Policy – Did not meet

d. Technology – Did not meet

8). Interim Director’s Report:

The Interim Director presented the previous months stats and advised the board of the 911 new hires. The Center will be fully staffed by the end of the month.

The Board was advised of upcoming trainings taking place (LASER and ICS-400).

The Interim Director gave an update on the Ham Radio Tower move and the Console project delivery date.

9). Deputy Director Report:

10). Old Business:

None

11). New Business:

Interim Director Machen presented equipment requests from Filer Township Fire Department and the Sheriff’s Department.

Chief Glass made a motion seconded by Director Medacco to purchase equipment for these departments, not to exceed \$30,000.00. A roll call vote was taken:

Director Medacco	Yes	Mr. Dontz	Yes	Trp. Skorka	Yes	Undersheriff Torrey	Yes
Chief Glass	Yes						

Interim Director Machen presented bids from Provantage and Gracon Services for the server room project.

Mr. Dontz made a motion seconded by Trp. Skorka to purchase the Server Room equipment from Provantage totaling \$47,323.00. A roll call vote was taken:

Mr. Dontz	Yes	Trp. Skorka	Yes	Undersheriff Torrey	Yes	Chief Glass	Yes
Director Medacco		Yes					

12). Good of the Order:

Chief Glass – Pleased with the full set up of the upcoming LASER class taking place.

Mr. Dontz - Interim Director Machen did well presenting at the Manistee County Board of Commissioners meeting. Requested information on MMR and possible transporting issues moving forward.

Undersheriff Torrey- Requests discussion on keeping Zoom link going for the 911 Board Meeting. Consensus was to keep it going.

Mrs. Griffis- The County Board of Commissioners approved 1 time COLA payout for all County Employees including Dispatch.

13). Adjournment:

Undersheriff Torrey adjourned the meeting at 10:00am.

Respectfully Submitted
Mike Machen
911 Director