



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
August 18th, 2021

1). Call to Order:

The Meeting was called to order by Under Sheriff Torrey at 9:32 am. In Person and Via zoom

2). Roll Call:

Members Present: Mr. Sopha, Under Sheriff Torrey, Mr. Dontz, Mr. Adams, Chief Glass, Director Medacco, Trp. Skorka

Members Absent: None

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

3). Approval of the Agenda:

Undersheriff Torrey Request the payout portion from the grievance for Tessa White and Alan Pfister be removed from the agenda.

A motion by Mr. Adams second by Director Medacco to approve the meeting agenda as revised. Roll Call vote was taken.

Mr. Sopha	Yes	Under Sheriff	Yes	Chief Glass	Yes	Mr. Adams	Yes
Mr. Dontz	Yes	Director Medacco	Yes	Trp. Skorka	Yes		

4). Public Comment / Invited Guest:

None at this time

5). Approval of Minutes:

A motion by Chief Glass second by Mr. Sopha to approve the Regular Meeting Minutes from July 21st , 2021. All Votes in favor.

6). Treasurer's Report:

Mr. Adams gave the Treasurer's report. A motion by Mr. Sopha second by Director Medacco to approve the Treasure'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 August including July's payroll with the total to be approved at \$81,285.33. A roll call vote was taken.

Mr. Sopha	Yes	Under Sheriff	Yes	Chief Glass	Yes	Mr. Adams	Yes
Mr. Dontz	Yes	Director Medacco	Yes	Trp. Skorka	Yes		

7). Committee Reports:

- a. Executive – Did not meet.
- b. Finance – Met on July 27th 2021 to discuss the proposed 21/22 FY Budget. A motion by Mr. Adams second by Mr. Dontz to approve the minutes from the Finance Committee. All votes in favor.
- c. Personnel / Policy – Met on August 11th 2021 to discuss the settlement of a grievance the Union has filed. A motion by Mr. Adams second by Mr. Dontz to approve the minutes from the Finance Committee. All votes in favor.
- d. Technology – Did not meet.

8). Director’s Report:

911 is hiring again for 2 positions. Interviews and testing have been completed and an offer has been given to 2 candidates pending exam results. There was a zoom meeting held to discuss the priority dispatch possibilities for the dispatch center Mike and Jim are working on the prioritization of the calls they will need to have Med controls approval.

9). Deputy Director’ Report

Mike advised the Board of the start of the training for the 2 new Dispatchers.

In the EMC Role:

Mike talked about the debriefings for critical incidents.

10). Old Business:

None.

11). New Business:

Under Sheriff Torey made a motion second by Mr. Adams to postpone the grievance but to move forward with the payout of Alan Pfister and Tessa White minus the amount from the grievance. A roll call vote was taken.

Mr. Sopha	Yes	Under Sheriff	Yes	Chief Glass	Yes	Mr. Adams	Yes
Mr. Dontz	Yes	Director Medacco	Yes	Trp. Skorka	Yes		

Under Sheriff Torrey made a motion second by Mr. Adams to approve the amount of \$3,497.74 to be paid to Alan Pfister. A roll call vote was taken.

Mr. Sopha	Yes	Under Sheriff	Yes	Chief Glass	Yes	Mr. Adams	Yes
Mr. Dontz	Yes	Director Medacco	Yes	Trp. Skorka	Yes		

Under Sheriff Torrey made a motion second by Director Medacco to approve the amount of \$1,094.31 to be paid to Tessa White. A roll call vote was taken.

Under Sheriff Torrey made a motion second by Mr. Adams to approve the amount of \$3,497.74 to be paid the Alan Pfister. A roll call vote was taken.

Introduce the FY 21/22 911 Budget: A motion by Mr. Adams second by Under Sheriff Torrey to introduce the proposed 21/22 FY Budget and set a Budget Hearing for 9:15 am on September 15th, 2021. A roll call vote was taken.

Mr. Sopha	Yes	Under Sheriff	Yes	Chief Glass	Yes	Mr. Adams	Yes
Mr. Dontz	Yes	Director Medacco	Yes	Trp. Skorka	Yes		

12). Good of the Order:

Sheriff Gutowski advised the Dispatchers did a good job handling the call with the gunman at Munson Medical Center.

Mr. Adams inquired about if the dispatchers were still asking the covid screening questions?

Mr. Sopha advised the Board he would be unavailable next week and Mr. Paul Owens would be available with any questions or concerns.

13). Adjournment:

Undersheriff Torrey ended the meeting at 10:13 am.

Respectfully Submitted

Jim Espvik

911 Director