

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
September 19th, 2022

1). Call to Order:

The Meeting was called to order by Undersheriff Torrey at 09:33.

2). Roll Call:

Members Present: U/S Torrey, Mr. Adams, Director Medacco, and Mr. Dontz,

Members Absent: Mr. Devereaux

Also, present: Interim 911 Director Mike Machen Julie Griffis, Fred Craigin and Amy Fairchild.

3). Approval of the Agenda:

A motion by Director Medacco seconded by Mr. Adams to amend the agenda to the “Interim” from the Director’s Report and to add the Deputy Director position to New Business. All in Favor

4). Public Comment / Invited Guest:

Mr. Craigin advised the Board of update on ER construction project. Project completion date has been pushed back into December. Mr. Craigin also advised the board of a numbering system being added to the doors of the Hospital building. Numbers will be passed on to Dispatch.

5). Approval of Minutes:

A motion by Mr. Adams seconded by Director Medacco to approve the amended Minutes from the regular meeting of September 21st, 2022. All in favor

6). Treasurer’s Report:

Mr. Adams gave the Treasurer’s report. Mr. Dontz made a motion seconded by Director Medacco to accept the Treasurer’s Report. All in Favor.

Mr. Adams made a motion seconded by U/S Torrey to approve payment of the bills totaling \$183,430.94. A roll call vote was taken

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

7). Committee Reports:

a. Executive – Met October 11th, 2022. Mr. Adams made a motion seconded by Director Medacco to accept the Executive Committee meeting minutes. All in Favor

b. Finance – Did not meet.

c. Personnel / Policy – Did not meet

d. Technology – Met October 17th, 2022. Mr. Dontz made a motion seconded by Mr. Adams to make a purchase of Workstation computers from Sehi not to exceed \$15,000.00. A roll call vote was taken:

Director Medacco	Yes	Mr. Dontz	Yes
------------------	-----	-----------	-----

U/S Torrey Yes Mr. Adams Yes

U/S Torrey made a motion seconded by Director Medacco to accept the Technology Committee meeting minutes. All in Favor.

8). Director's Report:

Mr. Machen advised the Board of the dispatching stats for the previous 3 years for the month of September.

Mr. Machen advised the Board of Director's training coming up in November, and 3 current dispatchers needing to take Dispatcher 1 and 2 courses.

Mr. Machen advised the Board of the progress of the Server Room project. Still waiting on packages, possibly in by the end of November/early December.

9). Deputy Director Report/EM Report:

10). Old Business:

11). New Business:

Mr. Dontz made a motion seconded by U/S Torrey to add Amy Fairchild in place of Mr. Devereaux to the Manistee County 911 Board pending review from the County Administration if needed. A roll call vote was taken:

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

Mr. Machen advised the Board the Personnel Committee would begin negotiations with Mr. Alvin Rischel for the Deputy Director/Emergency Management Coordinator position.

12). Good of the Order:

Mr. Adams discussed the possibility of eventually moving to 800 on the Fire side and other agencies like the F/S having access to it.

Mr. Dontz brought up reevaluating how Lift Assists are being responded to and if the best practice is being used. Mr. Dontz was also pleased to announce the Manistee Coast Guard Commander recently attended the Public Safety meeting earlier this month and would be apart of it moving forward.

U/S Torrey advised the board he attended a debrief at the Coast Guard station, was pleased that Mr. Machen was there to take notes and ensure Dispatch was making efforts to improve their processes to assist all responders, including the Coast Guard.

13). Adjournment:

U/S Torrey adjourned the meeting at 10:35am.

Respectfully Submitted
Mike Machen
911 Director