



Otsego County 9-1-1 Users Committee  
Thursday , 12 November 2009 – 1:30 P.M.  
Otsego County Building – Room 212  
225 W. Main St.  
Gaylord, MI 49735

## Agenda

1. Roll Call
2. Introduction of guests, if needed
3. Approval of agenda and prior minutes
4. Directors Report / Financial Report
5. Old Business
  - a. Amateur Radio
  - b. CERT
6. New Business
  - a. Communications exercise (regional)
7. Public Comment
8. Next Meeting Date
9. Adjournment

## 911 USERS COMMITTEE

### MINUTES

**10 September 2009  
Otsego County Building  
225 W. Main St.  
Room 212  
Gaylord, MI 49735**

#### **CALL TO ORDER:**

Meeting called to order by OCEMS Director, Jon Deming, at 13:30 hours.

#### **ROLL CALL:**

PRESENT: Jon Deming, John Burt, Mary Sanders, Dave Duffield,  
Sheriff McBride, Mike Czykoski, LT Davis, Paul Liss, Ann  
Vogel & Mike Thompson

GUESTS: Doug Paulus

#### **APPROVAL OF AGENDA/MINUTES:**

Motion by Paul Liss Support by Ann Vogel  
To approve the agenda as presented for the meeting of 10 September 2009, and the  
minutes of the 9 July 2009 9-1-1 Users Committee.

Voice vote

Ayes

Nays

All

None

Motion carried

#### **DIRECTORS REPORT / FINANCIAL REPORT:**

Landline surcharge income posted year to date is \$395,077.10; cellular surcharge income posted is \$69,571.00 as of 31 August 2009. This income is on target when considering the new procedures for the state to disseminate the income out to the counties. Expenses for the department posted at \$390,130.65. A fund balance is reported at \$186,994.00. The intent of the department is to keep expense items to a minimum during the upcoming year, a similar goal of all county departments.

Call statistics show an increase in the number of calls year to date of almost 1,000. It is anticipated that our CAD entries for 2009 will number about 26,000.

## **OLD BUSINESS:**

### 5.a. Reverse 9-1-1

Discussion ensued about the need for a backup system administrator for the Reverse 9-1-1 in the event that Thompson is out of service at the time that the system is needed to call out. At the moment, Deming is a "backup" for that purpose, but training has not occurred, and it should be noted that the tiers of backup should number about 3 or more to ensure that the system can be utilized during any type of need. The remote access to Reverse 9-1-1 has been installed on the laptop currently in the dispatch center; with the intention of putting the same software on the laptop used in the Otsego County Mobil Command trailer.

### 5.b. CERT

The team continues to prosper under the guidance of its Coordinator Judy Koronka. Meetings are held in regularly, with updates given to Thompson regularly. This team is established and available to all emergency services to assist in various capacities. Recently, the CERT volunteers assisted with the hospital evacuation exercise, acting a patients, victims, etc. Koronka noted that the team is ready to grow further and has space for up to 7 more CERT volunteers. The next scheduled "event" that the CERT volunteers are ready to tackle is the Halloween evening soiree', acting in the capacity of road guards for the children of the community. Several members of the E-Free Church had indicated that CERT appeared to be the perfect means for them volunteer for their community, and will probably be approached to find if there is still interest.

## **NEW BUSINESS:**

### 6.a. Amateur Radio

There may be some commentary from members of the Amateur Radio community about the EM not using them for community exercises. Thompson noted that there are separate groups in the county that do not work together well in planning mode, but do work excellently together in emergent situations impacting the county. The EM has decided that the N.M.A.R.E.S. group, headed by Jim Davis, has done an excellent job working with the EM, always ready and willing to do whatever needs to be done to prepare the community and work through issues. This is the group that volunteered it's time to set up the amateur radio equipment and antennas at the University Center EOC. There is also a very good working relationship between N.M.A.R.E.S. and other amateur groups in other counties that seems to fit the needs of Otsego County very well. We will stay with N.M.A.R.E.S. as the amateur radio representatives for Emergency Management.

## **Public Comment:**

American Red Cross – noted that ARC seems to be working very hard in re-establishing themselves in the community after an absence of many years. They have indicated that they will be coming to LEPC/LPT meetings in the future. Thompson noted that ARC had prepared and presented at an After Action Meeting following the Alpine Haus fire, a "Statement of Understanding for Otsego County Agencies", reportedly using National Response Framework guidelines, which would detail responsibilities for county agencies/departments. Thompson noted that the guidelines were passed out to the attendees, but it was stated at the meeting that they were not drafted by the county,

nor were they accepted as prepared/presented. The document is under review by the EM.

Ann Vogel discussed the need to further train on E-Team in the county. LT Hosh had indicated at the hospital evacuation exercise that he was willing to train up more members of the community in E-Team. We have two local trainers; LT Hosh and TPR Mike Tilley. Thompson indicated that he anticipated becoming a trainer for E-Team. The University Center currently charges for rooms; possibly with a county trainer instructing county employees or personnel that would work county incidents, this fee can be modified. Further research is needed. Thompson noted that LT Hosh has established a training model for the region that is an ongoing review for E-Team trained people. Vogel discussed her current review processes that occur on a monthly basis from Region 3 to the employees at GARD.

**Comment for the Good of the Order:**

Paul Liss noted that the EOC activation for the hospital evacuation showed that there is a lack of training, especially in the computer end of the operation. E-Team needs to be expanded in the county.

**Next meeting dates:**

The next meeting of the **Otsego County 9-1-1 – Chiefs Meeting** will be held at 1330 hours on 8 October 2009, in room 212 of the City/County Building, 225 W. Main St., Gaylord, MI. The next meeting of the **Otsego County 9-1-1 Users Committee** will be at 1330 hours on 12 November 2009.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned by the Chair at 1402 hours.