

Michigan Chapter of NENA

Stephanie Lehman, ENP
President

Barry County Central Dispatch
slehman@barry911.org
269-948-4825 x2

Tammy Smith
1st Vice President

Ottawa County Central Dispatch
tammysmith@occca.org
616-994-7819

Samantha Sturgis, ENP
2nd Vice President

Fenton Police Department
sturgiss@fentonpolice.org
810-629-5311

Missy Harris, ENP
Secretary

Ingham County Central Dispatch
mharris@ingham.org
517-930-1824

Michael Armitage, ENP
Treasurer

Calhoun County Consolidated Dispatch
marmitage@calhouncountymi.gov
269-781-9709

James Hansen
Commercial Representative

WSI Technologies
jhansen@wsi-tech.com
906-241-3380

Marc Gramlich, ENP
Immediate Past President

OnStar
marcgramlich@gm.com
734-915-0077

Meeting Minutes of the Michigan Chapter of NENA May 21, 2025

Michigan Public Safety Telecommunicators Conference
VanDyk Mortgage Convention Center
460 W. Western Ave.
Muskegon, MI 49440

Meeting called to order at 3:45 pm.

Welcome – APCO President Dave Plumb & NENA President Stephanie Lehman

Agenda – The agenda was presented by President Plumb. Motion to approve the agenda by Dave Rapacz, supported by Tammy Smith. Motion carried.

Introductions – Roll call of the Executive Board Members for Michigan Chapters of NENA and APCO was conducted:

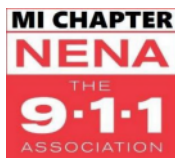
Michigan NENA Board

- P Stephanie Lehman, President
- P Tammy Smith, 1st Vice President
- P Samantha Sturgis, 2nd Vice President
- P Missy Harris, Secretary
- P Michael Armitage, Treasurer
- A Marc Gramlich, Immediate Past President
- A Jim Hansen, Commercial Representative

Michigan APCO Board

- P Dave Plumb, President
- P Dave Rapacz, 1st Vice President
- A Robert Stahelin, 2nd Vice President
- P Kelley Cunningham, Sgt-at-Arms
- P Cindy Fell, Secretary
- P Phyllis Fuller, Treasurer
- A Chris Collom, Immediate Past President
- P Kim Ostin, Executive Council
- P Larry Stidham, Commercial Representative

(P= Present, A= Absent) *late arrival



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NENA Minutes – (Stephanie Lehman) President Lehman expressed appreciation to Caitlin Sampsell for her years of service on the NENA Board as she has been the secretary for the last several years and did not seek re-election.

Motion to approve the February 13, 2025 minutes made by Tammy Smith, supported by Dave Plumb. Motion carried.

NENA Treasurers Report – (Michael Armitage) The Treasurer reported on the financial activity covering the period from February 6 through May 17, 2025. Three documents were attached for review: The Statement of Activity, the Statement of Financial Position, and the Transaction List by Date.

The Statement of Financial Position showed total assets amounting to \$75,803.87. Notable expenditures during the reporting period included the annual renewal of insurance and reimbursements related to “911 Goes to Washington.” The Treasurer also noted upcoming expenses for registrations associated with the NENA National Conference in June.

As an investment update, the 3-month Certificate of Deposit (CD) has matured and earned \$85.15 in interest. Additionally, a 12-month CD has accrued \$320.32 in interest to date. With the expiration of the 3-month CD, the Treasurer recommended reinvesting \$10,000 from savings into a 10-month CD. As of the previous Friday, this investment was expected to yield an interest rate of approximately 2.96% through Chase.

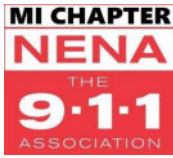
Motion to approve the Treasurer’s report made by Phyllis Fuller, supported by Dave Plumb. Motion carried.

NENA President’s Report – (Stephanie Lehman) Sam Sturgis has been managing the ENP and professional development initiatives on the NENA side for some time. President Lehman was previously involved in these efforts and still occasionally receives inquiries from organizations or individuals regarding study groups or exam preparation. However, President Lehman has advised that she will be unable to assist with these efforts, as she will be supporting the NENA Institute Board following the National Conference in Long Beach. As a result, she will be unavailable to respond to related questions. Moving forward, all inquiries regarding ENP and professional development should be directed to Sam Sturgis.

COMMITTEE REPORTS

Training/Membership Activities – (Dave Rapacz) reported that recent efforts have focused on supporting dispatch centers with recruitment initiatives aimed at attracting new personnel. Over the past few months, representatives have participated in three to four career fairs, distributing informational materials about the dispatcher profession. A recruitment and retention toolbox are currently being finalized and will soon be made available to the public via the website. Additionally, consideration is being given to hosting a training session in the fall to further support these ongoing efforts.

(Samantha Sturgis) Added that there are plans to create a recruitment video that will not be specific to any single agency.



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NENA Professional Development – (Samantha Sturgis) The ENP summer exam dates are July 12th through July 26th. The application deadline for that exam is May 30th. The cost for the exam is \$450 for NENA members and \$595 for non-members, however the non-member price will increase July 1st. Scholarships are available by reimbursement if you pass the exam. Visit National NENA website for all of the information including the body of knowledge, the ENP application handbook, and the study guide. There are also multiple study groups to attend naming Mission Critical and On Scene First. The most recent ENP exam period has not been posted on the National NENA website, therefore cannot give an updated ENP list or a total number of ENPs, but on good faith, congratulated one of our new Michigan ENP, Francis D’Huyvetter from Eaton County. Find more information here: https://www.nena.org/page/ENP_Certification.

(Cindy Fell) The Registered Public Safety Leader Program (RPL) through APCO is a one-year class including solid foundation of management and supervisory skill. There are six different chapters and topics throughout the year. It is a great first step in learning some of the things you need to be a line level supervisor. There are a lot of scholarships available. This is a virtual class and starts almost every month, June, July, September, October, and November this year. Another APCO program Certified Public-Safety Executive Program (CPE), is a higher-level leadership class. The next CPE class will run March 4, 2026 – September 25, 2026. There is a requirement to go to Florida for two-weeks and do an intensive study. The deadline to apply is in January.

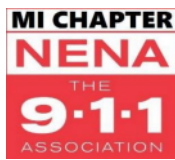
Technical – (Todd Velderman) Zone L event talk groups are currently open and utilizing AES encryption. The MCC 7500/7500E consoles are approaching end-of-life, and efforts are underway to finalize the timeline for this transition. New AXS consoles have been received, and work is ongoing to complete test acceptance.

Frequency Coordination – (Presented by Cindy Fell for Pat Coates) The MPSFAC last met on May 15th in Monroe County. The committee now includes representatives from Michigan NENA, MCDA, and local Homeland Security. During the meeting, one application was approved, and various technical and operability issues were discussed. The revised 700-megahertz plan has not yet been submitted to the FCC, as the committee is awaiting concurrence from two adjacent regions. The next meeting is scheduled for July 17th at the MDOT regional office in Gaylord. As a reminder, applications are due two weeks prior to the meeting date.

NENA/APCO Joint Conference – (Tammy Smith) Expressed appreciation to all who attended this year’s conference, including the vendors and everyone who contributed to making the event a success. With several national conferences approaching, attendees are encouraged to share any speakers or topics they believe would be valuable for the group by reaching out to a committee member. The committee is always seeking fresh keynote speakers and engaging topics. Next year’s conference will be held in Muskegon for the third consecutive year, from May 18th through May 21st. Conference credits will be loaded into MISNAP within the next 2–3 weeks.

COMU – (Ray Hasil) The COMU’s annual full-day, in-person meeting took place on Monday, May 5, 2025, at the Amway Grand Hotel in Grand Rapids.

As of February 2025, all contractors providing COMU courses for CISA—such as COML, COMT, INTD, ITSL, and AUXCOMM—ceased training activities. By late April, the Interoperable Communications Technical Assistance



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Program (ICTAP) was at risk, and by early May, FEMA Region 5 lost its representative due to retirement. As a result, COMU course support has effectively ended, and the program's future remains uncertain. CISA's Emergency Communications Division (ECD) may continue offering limited technical training, though staffing and operational details are still unclear.

Despite these challenges, Michigan continues to deliver COMU courses through state-sponsored instructors. Informal support from key workgroups and the Statewide Interoperability Coordinator (SWIC) was received on April 23 and reaffirmed during the May 5 meeting. Formal approval to accept state-issued certificates in place of CISA-issued ones will be pursued at the June 6 MPSCIB meeting.

Michigan's Statewide Communications Interoperability Plan (SCIP), which is updated every three years, outlines strategic goals for MPSCIB working groups. The current SCIP was finalized in April 2023. However, due to the uncertain status of CISA's ECD, changes to the update process may be necessary. Jeff Troyer previously advocated for increased 911 involvement in SCIP development, and future updates will aim to include this input. Despite federal funding cuts, ongoing support for SCIPs is anticipated.

Michigan recently completed its first-ever INTD course taught by state instructors. The course was held at the Eaton County Central Dispatch, with another session scheduled for October 6–10 in Calhoun County.

The Michigan Field Operations Guide (FOG), formerly accessible through smartphone apps, went offline following the suspension of government contractor support and is currently unavailable. Updating the FOG is a major COMU initiative for 2025, with plans to integrate PSAP and 911 information relevant to field responders. For the first time since its 2017 release, a printed version is expected to be made available for purchase.

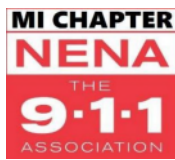
As of October 2024, Michigan ended reimbursements for state-sponsored COMU instructors, eliminating funding for travel, lodging, and meals—support that had been in place since 2017. This change made it nearly impossible for instructors to continue delivering courses such as COML, INTD, and AUXCOMM. During the May 5 meeting, it was announced that MPSCS will begin covering incidental costs and offer competitive hourly wages by hiring instructors as permanent part-time employees. The timeline for implementing these changes has not yet been determined.

The next COMU Working Group meeting is scheduled for Wednesday, May 28 at 3:00 PM via Zoom.

National NENA – (Leah Hornacek) The 9-1-1 Saves Act, which aims to reclassify telecommunicators from clerical to protective service personnel, has advanced further than ever before, representing a significant milestone in this ongoing effort. However, the outlook for Next Generation 9-1-1 funding is less favorable, as the funding was recently removed from a legislative bill. Despite this setback, advocacy efforts continue.

The 2025 National NENA Conference is scheduled to take place in Long Beach, California, with Columbus, Ohio slated for 2026 and Nashville, Tennessee for 2027. No confirmation was provided regarding rumors of Michigan potentially hosting training in the future. Although scholarship opportunities for 2025 are now closed, scholarships for the 2026 conference will become available later this year. Participation is encouraged due to the strong training and networking benefits these conferences offer.

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NENA also hosts "9-1-1 Goes to Washington", which is particularly important in light of current legislative challenges. The location for the 2026 Standards and Best Practices Conference has not yet been finalized, though a warm-weather venue in April is under consideration.

Members are strongly encouraged to become involved in organizations such as NENA and APCO. These organizations play a crucial role in establishing industry standards and providing essential training. However, it was emphasized that the most valuable guidance comes from active member participation. Continued member involvement is vital to ensuring standards remain relevant and responsive to the needs of the communities served.

NENA Legislative – (Jordyn Sellek) No Report.

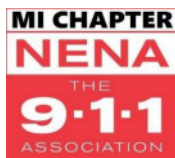
NENA Young Hero – (Samantha Sturgis) This year, the age limit for Young Hero Award nominees was extended from 12 and under to 16 and under, which had a noticeable impact. Nominations are typically limited, so center staff are encouraged to help track any calls involving child callers with positive outcomes, even if they did not personally handle the call. The nomination form for next year's award will be posted on social media and the website after the conclusion of this year's event. Any call that occurs between January 1 and December 31 of the current year will be eligible for nomination. Appreciation was extended to PFN for sponsoring the Young Hero Award Luncheon.

Commercial – (Larry Stidham) The exhibit hall at the conference was well attended and greatly appreciated. Strong participation supports industry partners and encourages their continued involvement, which in turn helps the conference grow and generate additional revenue for future speakers and events. Attendees were encouraged to share the names of vendors who did not attend but should be considered for future events. Efforts are also ongoing to increase industry partner engagement at the chapter level, and suggestions or contacts to help build those connections are welcomed.

State 911 Committee (SNC) – (Stephanie Lehman) The State 911 Committee (SNC) is a 21-member board representing local public safety, the private sector, industry, and the state. Established under the Emergency 9-1-1 Service Enabling Act, its mission is to support the development, implementation, and operation of 9-1-1 services throughout Michigan. The committee meets quarterly and operates through four subcommittees: Legislative Action; Certification, chaired by Ms. Fuller; 9-1-1 Training, which oversees course and instructor approvals; and Emerging Technology, known for its annual forum. The State 911 Office is responsible for carrying out duties mandated by the 9-1-1 Enabling Act.

State 911 Administrator – (Amy Thomas) The [Michigan Statewide NG911 GIS Repository](#), accessible via a link on the SNC website, serves as a valuable resource featuring previously recorded training sessions and contact information for the NG911 Repository help desk. The participation map was recently updated. Additionally, a GIS workgroup has been established to collaborate with partners in developing best practices for addressing and mapping throughout the State of Michigan.

Annual reports have been completed in MiSNAP. Agencies are reminded to notify the office if they update their PSAP Director, phone number, or address in MiSNAP to ensure that other contact lists are also kept



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current. Some listed phone numbers have been reported as going straight to voicemail, so agencies are encouraged to verify their contact information. Any updates should be sent to MSP-SNC@michigan.gov.

The 911 Technology Forum is scheduled for September 15–17, 2025, at the Kensington Hotel in Ann Arbor. The agenda is currently being finalized, and exhibitor and sponsor registrations are open on the website. Attendee registration is expected to open by July 1. The event will return to the VanDyk Center in 2026 and possibly 2027.

The State 911 Office (SNO) is currently drafting the SNC's annual report to the legislature. In addition, the SNO continues its efforts to visit all PSAPs across the state to build relationships and gain firsthand insight. Last week, six centers in Region 7, which were affected by recent ice storms, were visited, with a visit to the Upper Peninsula anticipated in August. These visits are intended to be friendly and informal.

A reminder was issued that the National Highway Traffic Safety Administration's SS4A (Safe Streets and Roads for All) grant program is still accepting applications. The deadline is June 24, 2025, and there will be only one grant cycle this year.

Work continues on internal processes related to the State and Local Cybersecurity grant in preparation for sending out award notifications to subrecipients. No date or timeline has been announced, but updates will be shared as information becomes available.

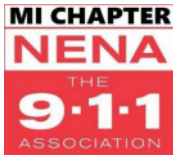
(Cindy Homant) The agenda for the 911 Emerging Technology Forum is being finalized. The event will be held at the Kensington Hotel in Ann Arbor from September 15–17, 2025. Vendor registrations and sponsorship opportunities are currently open, and anyone interested in seeing specific industry partners participate is encouraged to contact Cindy. The agenda is full, with registration expected to open either at the end of June or the beginning of July. The forum will return to Muskegon in 2026 and 2027.

CJIC – (Jeremy Ludwig) The most recent CJIS meeting was held on April 18th. Brett Hulliberger has been appointed as the CJIS LEIN Field Services Unit Manager. LEIN ERPA functionality is still undergoing testing due to several software issues with Computer Projects of Illinois. Once testing is complete, a couple of two-hour training sessions will be scheduled for law enforcement agencies. TALON forms will be released, and agencies will be required to enter them into their systems, though the release date is yet to be determined. Testing of E-warrants is ongoing in Hillsdale and Ingham counties, with Berrien County expected to follow soon.

The audit program, which began in late fall, has undergone a complete revamp due to modernization efforts. A dedicated IT auditor is now in place, with a second auditor expected soon. The audit process will have two components: one focusing on CJIS/LEIN and another on IT.

Updates to the Michigan Addendum are being considered. The last CJIS update was version 6, and the Michigan documentation is currently outdated and in need of revision. One proposed change includes requiring memorized secrets to be changed annually or when compromised, although local agencies may maintain stricter standards. This update is currently going through the approval process. Additionally, there is a proposal to add a policy requiring personal background checks for criminal justice agencies, as the current addendum only addresses non-criminal justice agencies.

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Regarding the state network of photos, funding has been secured for a tattoo recognition project, set to begin in 2026 and span two years. This will allow tattoos to be searchable in a manner similar to facial recognition.

A class-action lawsuit against the Sex Offender Registry resulted in a ruling against the state, which will necessitate the removal of a significant number of individuals currently on the registry. The state filed a stay in April.

The upcoming CJIS conference is scheduled for August 18–20 in the Grand Traverse area.

MCDA – No Report.

Nominating Committee – No Report.

APCO/NENA Old Business – (Dave Plumb) Nothing to report.

APCO/NENA New Business – (Dave Plumb) Nothing to report

NENA Old Business – (Stephanie Lehman) Nothing to report.

NENA New Business – Installation of Officers – 2025 Michigan NENA Board was sworn in by NENA North Central Director Leah Hornacek:

Stephanie Lehman, President

Tammy Smith, 1st Vice President

Samantha Sturgis, 2nd Vice President

Missy Harris, Secretary

Michael Armitage, Treasurer

Motion to adjourn made by Jeremy Ludwig, support by Caitlin Sampsell. Motion carried.

Meeting adjourned at 4:43pm.

Respectfully submitted,

Missy Harris, ENP

Secretary, Michigan Chapter of NENA

The next meeting will be Wednesday, September 15-17, 2025 3:45pm-5pm

Held in conjunction with the Michigan 911 Technology Forum

The Kensington Hotel

3500 S. State St

Ann Arbor, MI 48108