



**Meeting Minutes of the Michigan Chapter of NENA  
May 18<sup>th</sup>, 2022 at the Michigan NENA/APCO Joint Conference  
Kalamazoo Radisson**

Meeting called to order at 15:49.

**Welcome** – NENA President Lehman welcomed everyone in attendance.

**Pledge of Allegiance**

**Agenda** – Motion to approve the agenda made by Rapacz, supported by Cunningham.

**Introductions** – *This meeting was held as a “super” session for all Michigan NENA/APCO Conference attendees. A 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, 1<sup>st</sup> Vice President  
*P* Samantha Sturgis, 2<sup>nd</sup> Vice President  
*P* Caitlin Sampsell, Secretary  
*A* Tim Jones, Treasurer  
*A* Marc Gramlich, Immediate Past President  
*P* Jim Hansen, Commercial Representative

**Michigan APCO Board**

*P* Chris Collom, President  
*A* Kim Grafton, 1<sup>st</sup> Vice President  
*P* Dave Rapacz, 2<sup>nd</sup> Vice President  
*P* Kelley Cunningham, Sgt-at-Arms  
*P* Michelle James, Secretary  
*P* Phyllis Fuller, Treasurer  
*A* Sandra Nielsen, Immediate Past President  
*A* Kim Ostin, Executive Council  
*P* Larry Stidham, Commercial Representative

*(P= Present, A= Absent)*

**APCO Member Report** – (Dave Rapacz) January to May there were 67 new members for a total of 554 current MI APCO members.

**APCO Minutes** – (Michelle James) Motion to approve made by Rapacz, supported by Fuller.

**NENA Minutes** – (Caitlin Sampsell) Motion to approve made by Rapacz, supported by Cunningham.

**APCO Treasurer’s Report** – (Phyllis Fuller) MI APCO is the fiduciary for the Michigan Joint Conference. At the end of April the checking account balance was \$85,282.94; funds from this balance will be used to pay for the Conference fees. The investment account has a balance of \$82,878.57, which sits there for a rainy day and is not touched.

Motion to approve the APCO Treasurer’s Report made by James, supported by Lehman.

*Minutes Approved at the September 12<sup>th</sup> meeting in Muskegon- Motion Jones, Support Wisner. Motion Carried.*

**NENA Treasurer's Report** – (Tammy Smith reporting for Tim Jones) Treasurer's Report with an ending balance for the checking account \$6,437; savings account \$25,000.

Motion to approve NENA Treasurer's Report made by Dave Plumb, supported by Lance Langdon.

**APCO President's Report** – (Chris Collom) Recently 1<sup>st</sup> VP Kim Grafton has chosen to resign. Per bylaws, 2<sup>nd</sup> Vice President moves up to 1<sup>st</sup> Vice President, and 2<sup>nd</sup> Vice President position remains vacant until the next election. Collom announced that Dave Rapacz is therefore now the 1<sup>st</sup> Vice President.

**NENA President's Report** – (Stephanie Lehman) NENA's election cycle runs differently than APCO's. Nominations are open in January, and installation of board members is in March.

## **COMMITTEE REPORTS**

**State 911 Committee (SNC)** – (Chairman Jeff Troyer- SNC report moved up in the agenda due to another engagement) The State 911 Committee (SNC) was first created in 1986 with Public Act 32 of 1986, the Emergency Telephone Enabling Act. A twenty-one (21) member committee, serves three main functions: first and foremost, the enforcement of statutory requirements; provide guidance to emergency communication centers; and conducts informal resolution processes (i.e. dispute between provider and county).

The SNC has 4 subcommittees: Training (met during the conference); Certification (met during the conference); Legislative Action; and Emerging Tech, which also provides an annual technology forum.

**CJIC** – (Jeremy Ludwig) Represents the Michigan Communication Directors Association at the Criminal Justice Information Systems Board (22 member board), which serves as an advisory capacity to the Director of the Department of State Police on issues related to development and deployment of information management systems that facilitate the rapid exchange of accurate information between the various components of the criminal justice community.

**Training/Membership Activities** – (Caitlin Sampsell) The Training Committee has organized a joint NENA/APCO fall training which will be two single day trainings, held November 1<sup>st</sup> and 2<sup>nd</sup> at Oakland Community College. The training will be conducted by Niagara University on Disability Awareness for 911 Telecommunicators. Training topics will include: awareness/sensitivity training; disabilities defined specific to PSAPs; victimization/abuse of people with disabilities; relay services; speech impairments and challenges; the Americans with Disabilities Act specific to general effective communication; proper etiquette and interaction skills; adaptive equipment/assistive technology; alternative forms of communication; and person-first language and ways to overcome communication barriers. Registration will be opening soon.

**NENA Professional Development** – (Stephanie Lehman) Committee is made up of Lehman and Kelley Cunningham. The intent and purpose is to bring awareness to the different types of training and certifications the organizations hold, primarily ENP, RPL, and CPE. Currently 52 ENPs in Michigan. The Michigan NENA Chapter offers two scholarships annually- requires pre-approval from employer and MI

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NENA and must successfully pass the examination. Lehman celebrated the new ENPs from this year: Lee Parrot (OnStar), Stacey Bower (St. Joseph County), Eric Mulvaine (Barry County), and Dave Rapacz (Mobile Medical Response). The summer exam period dates were highlighted.

(Kelley Cunningham) Introduced the APCO Registered Public Safety Leader program and the Certified Public Safety Executive programs. Further information will be posted on the Facebook page.

**Technical** – (Jeff Kelley) Report from MPSCS for system upgrades and changes going on. Currently working with Oakland County to bring them on to the system, looking to go live in late fall, and working with Menominee County as they start their process. Adding channels for the addition of Consumers Energy.

**Frequency Coordination** – (Francis D’Huyvetter) The Michigan Public Safety Frequency Advisory Committee (MPSFAC) formed in 1946 to assist local agencies with complying with FCC requirements. The FCC is taking comments on a plan to reallocate 4.9 GHz spectrum (fixed communications) away from public safety. There is not a good database on who is using it and no clear record if the channels were, or are, being used. If you have information about how 4.9 GHz is being used in your area, contact Keith Bradshaw or Pat Coates to inform MPSFAC’s comments to the FCC.

**NENA/APCO Joint Conference** – (Tammy Smith) The overall conference evaluation will be sent out electronically. Information will be sent out soon about information on how to participate in the conference next year, which will be held April 17<sup>th</sup>- 20<sup>th</sup> in Kalamazoo. Future conference locations will be scouted.

**APCO National** – (Chris Collom) The Executive Council position serves as a liaison between the Michigan Chapter and the National Chapter. It is an elected position currently held by Kim Ostin.

**APCO Awards** – (Kelley Cunningham) Every year Michigan APCO presents awards to public safety communications personnel who have demonstrated the highest level of personal and professional conduct and performance in the line of duty. Nominees must have been employed Sept 1<sup>st</sup>, 2021- Aug 31<sup>st</sup>, 2022. Nominees do not need to be an APCO member. Categories are Telecommunicator, Communication Center Director, Line Supervisor, Radio Frequency Technologist, Information Techologist, Trainer, and Team of the Year. Nominations are open. “Of the Year” award recipients will be invited to attend the annual meeting on October 27<sup>th</sup> in Frankenmuth. Nominations are pushed to the national level and Michigan has had 3 past national winners. The annual awards dinner is sponsored by Motorola.

**APCO Historical** – (Rich Rybecki) Preserves the history of the Chapter. Presentation of the charter; also on displayed online in the APCO history. The RPL requires knowledge of APCO national and Michigan Chapter history.

**National NENA** – (Stephanie Lehman) The North Central Region Director fills this role, currently held by Leah Hornacek (unable to be at the meeting). The upcoming National Conference is in Louisville, Kentucky, June 11<sup>th</sup>-16<sup>th</sup>. It’s a great chance to see other chapters and get ideas.

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**NENA Legislative** – (Stephanie Lehman) Not a lot is going on in Michigan right now legislatively. The 911 Act is good until 2027; work will start in 2025. Jordan Sellek chairs this committee.

**NENA Young Hero** – (Samantha Sturgis) Lehman expressed thanks to Chris Collom for chairing this committee for 10 years. There is an opportunity to participate in the committee. Nominations are key- if your center has a call that includes a small child, keep it for consideration.

**Commercial** – (Jim Hansen) Both Hansen and Stidham serve on the APCO International Commercial Advisory Council. Their role is to help educate the membership about what’s going on with industry partners and encourage business partners to become members.

(Larry Stidham) The next big thing is the National Conference in Anaheim, California August 7<sup>th</sup>-10<sup>th</sup>. During the conference the annual meeting for chapter officers and CCAMs (Chapter Commercial Advisory Members) will be held, as well as the Commercial Advisory Committee meeting. If you have any topics or points of concern, suggestions, let Hansen or Stidham know.

**State 911 Administrator** – (Lyndsay Stephens) The State 911 Office serves as liaison for the SNC. Staff serve as analysts and assistants to the chairs of the committees. Theresa Hart is the 911 training analyst; Cynthia Homant is the resource analyst; Lyndsay Stephens serves both the Legislation Action and Certification Subcommittees; Stacie Hansel is the admin for the office; and Joni Harvey is the State 911 Administrator.

Harvey’s Administrative report highlights the different things that the State 911 Office tracks outside of the subcommittees. Text-to-911: Make sure that the 911 office and the FCC are notified if you go live with Text-to-911. The FirstNet/Michigan Public Safety Broadband Committee has not met since March; their next meeting should be in June or July. MiSNAP has the training applications and training standards for individuals on there; the first year of annual reports was just completed though that system. Next Generation 911 Grant projects are in the process of being closed. Any questions can be directed to members of the State 911 Administration Office.

**MCDA** – (Lehman) Michigan Communications Directors Association. No representative to report.

**Nominating Committees** – (Phyllis Fuller) Fuller is Chair of the NENA Nomination Committee; Sandra Nielsen is Chair of the APCO Nomination Committee. APCO nominations are upcoming. Positions on the board are always available for election, regardless of if incumbents are seeking re-election. If there are multiple candidates, then the chair would organize an election. New candidates are always welcome. Individuals interested in positions are encouraged to reach out, run for office, and get involved. APCO nominations will be opening in August.

Question from the membership (Ludwig): Does National APCO push nominations for “Of the Year” awards to the local chapter? (Collom) No. If interested in nominating for a Michigan Chapter award, the nomination would have to be made separately from National. Multiple Michigan telecommunicators have won the national award in the past.

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**APCO/NENA Old Business** – (Chris Collom) No report for joint business.

**APCO/NENA New Business** – (Chris Collom) The December meeting is about the same time as the MCDA training, so the NENA/APCO meeting will be put on hold unless something comes up legislatively or requested, then will be held virtually.

**APCO Old Business** – (Chris Collom) The webpage update was approved and is under way. Hopeful to have it ready for the membership for the October meeting.

**APCO New Business** – (Chris Collom) No report.

**NENA Old Business** – (Stephanie Lehman) No report.

**NENA New Business** – (Stephanie Lehman) No report.

*Motion to adjourn by Fuller, supported by Dave Plumb. Meeting adjourned at 16:41.*

Respectfully submitted,

Caitlin Sampsell, ENP  
Secretary, Michigan Chapter of NENA