

Regular Meeting Minutes
Manistee County E911 Board
Manistee County Emergency Operations Center / Zoom
January 18th, 2023

1). Call to Order:

The Meeting was called to order by Undersheriff Torrey at 09:31.

2). Roll Call:

Members Present: U/S Torrey, Chief Glass, Mr. Adams, Trp. Skorka, Mrs. Fairchild, and Director Medacco.

Members Not Present: Mr. Dontz

Also, present: 911 Director Mike Machen, 911 Deputy Director Alvin Rischel, Generalist Julie Griffis, Sheriff Gutowski (via zoom), and Mr. Craigin (via zoom).

3). Approval of the Agenda:

A motion by Director Medacco seconded by Chief Glass to approve the amended agenda. All in Favor

4). Public Comment / Invited Guest:

Mr. Craigin gave an update on the construction at the Hospital. Mr. Craigin also advised the Board the Helipad will be closed January 25th-27th.

5). Approval of Minutes:

A motion by Mr. Adams seconded by Chief Glass to approve the Minutes from the regular meeting on December 21st,2022. All in favor.

6). Treasurer's Report:

Mr. Adams informed the board of adjustments being made in the QuickBooks system to fine tune how are finances are being documented. A motion was made by Trp. Skorka seconded by Chief Glass to accept the Treasurer's Report. All in Favor.

Mr. Adams made a motion seconded by Chief Glass to approve payment of the bills totaling \$71,616.66. A roll call vote was held:

U/S Torrey	Yes	Chief Glass	Yes	Mr. Adams	Yes
Trp. Skorka	Yes	Mrs. Fair Child	Yes	Director Medacco	Yes

7). Committee Reports:

a. Executive – Did not meet

b. Finance – Did not meet.

c. Personnel / Policy – Did not meet

d. Technology – Met January 17th, 2023, to discuss equipment requests from local Fire Departments and Law Enforcement agencies. Chief Glass made a motion seconded by Mrs. Fairchild to make equipment purchases totaling \$52,166.41 for local Fire Departments and Law Enforcement agencies. A roll call vote was held:

Chief Glass	Yes	Mr. Adams	Yes	Trp. Skorka	Yes
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Mrs. Fairchild Yes Director Medacco Yes U/S Torrey Yes

Chief Glass made a motion seconded by Mrs. Fairchild to approve the Technology Committee meeting minutes. All in Favor.

8). Director's Report:

Mr. Machen advised the Board of trainings taking place in the Center, both individual dispatcher training and whole departmental training.

Mr. Machen advised the Board of the progress of the Console Computers, Server Room, Zetron, and Recorder projects.

9). Deputy Director Report/EM Report:

Mr. Rischel advised the Board of the dispatching stats for the previous 3 years for the month of December.

Mr. Rischel gave the Board a review of the events that took place during the snowstorm.

10). Old Business:

None

11). New Business:

Chief Glass made a motion Trp. Skorka seconded to have U/S Torrey continue on as the 911 Board Chairman. A roll call vote was held:

Mr. Adams		Yes	Trp. Skorka	Yes	Mrs. Fairchild	Yes
Director Medacco	Yes	U/S Torrey	Yes	Chief Glass		Yes

Director Medacco made a motion seconded by U/S Torrey for Chief Glass to continue as the Vice Chairman. A roll call vote was held:

Trp. Skorka	Yes	Mrs. Fair Child	Yes	Director Medacco	Yes	
U/S Torrey	Yes	Chief Glass		Abstain	Mr. Adams	Yes

U/S Torrey made a motion seconded by Trp. Skorka for Mr. Adams to continue on as Secretary Treasurer. A roll call vote was held:

Mrs. Fairchild	Yes	Director Medacco	Yes	U/S Torrey	Yes	
Chief Glass	Yes	Mr. Adams		Yes	Trp. Skorka	Yes

Mr. Adams made a motion seconded by Chief Glass to pay out former Dispatcher Kyle Ramirez \$2,181.25 for unused time off. A roll call vote was held:

Director Medacco	Yes	U/S Torrey	Yes	Chief Glass	Yes	
Mr. Adams		Yes	Trp. Skorka	Yes	Mrs. Fairchild	Yes

Chief Glass made a motion seconded by Director Medacco to approve the meeting dates set by U/S Torrey. All in favor.

U/S Torrey advised the Board the current Committee's appointments would stay the same.

12). Good of the Order:

None

13). Adjournment:

U/S Torrey adjourned the meeting at 10:27am.

Respectfully Submitted
Mike Machen
911 Director