

Lenawee County Homeland Security & Local Emergency Planning Committee

Meeting Agenda

August 16th - 10:00 AM
1415 E. Michigan St., Adrian, MI 49221

Call to order – Chair

Roll call -Secretary

Call to the public

Approve Current Agenda

Minutes of the last meeting – June 21st, 2022

Financial statements –FY19, FY20, FY21 & 234 Donation Fund

EMC report – Report Attached

E-911 Board update – Report Attached

Drone Sub-committee report

Old Business

- Drone backup Projects Approved Using Remaining FY19 Regional Funds
 - o Hazmat Equipment
 - o 51 Radio Batteries

New Business

- Removal of Mario Bernardo from the Committee
- Grant Request – TECC Class for 20 \$4,500
 - o FY20 HSGP \$2,953.62
 - o FY21 HSGP \$1,546.37

Call to the public

The next meeting is on October 18th, 2022, at 10:00 AM in the County EOC at the Airport at 2651 W. Cadmus Rd.

Adjournment

Lenawee County HS & LEPC
Meeting minutes from 6/21/2022

The Chair called the meeting to order at 10:00 AM.

Roll call

Members present:

Craig Tanis

Dave Craig

Sheriff Bevier

Commissioner Collins

Lt. Aungst

Monica Hunt

Tina Golembiewski

Chief Wilson

Deputy Chief Van Alstine

Also present:

None

Absent:

Matt Richardson, Chief Damon, Tony Garcia, and Mario Bernardo

Call to the public – None

Approval of Agenda – Motion made by Collins & supported by Aungst to accept the agenda as presented. Motion passed unanimously.

Minutes from the previous meeting

The minutes from April 19, 2022 meeting were provided to members ahead of the meeting. On a motion by Golembiewski and support by Collins, the minutes were approved as presented.

Financial report- The secretary reviewed the FY19, FY20, and FY21 grant fund balance as well as the 234 Donation fund balance. The financial report was accepted on a motion by Wilson and support by Bevier.

Emergency Manager's report – Written report submitted provided highlights of Emergency Manager's activities from April 2022 and May 2022. The EMC report was accepted unanimously on a motion by Aungst and support by Wilson.

E-911 updates – Lt. Aungst provided the committee a written report and gave a verbal update supporting the written report. Aungst reported that the dispatch compliance review should be complete by July 14th. There are currently 5 dispatchers in training, 1 dispatcher going on leave, and 2 more being interviewed. There are currently 3 open positions. The 911 video link is now live and has been used 3 times. The E-911 report was accepted unanimously on a motion by Golembiewski and support from Collins.

Drone Sub-committee – Wilson updated the committee on training plans. The pilot schedule has been released for Faster Horses. A video sharing project is being researched for the drone. The Drone Sub-committee report was accepted unanimously on a motion by Bevier and support from Aungst.

Old Business

- FY19 SHSP & LETPA Request for a Brinc Lemur S Drone was approved by FEMA. The drone has been ordered and should be delivered shortly
 - o Training for Brinc Drone – The project includes 3 days of training for 2 pilots. Nic Wilson and an APD pilot will attend the training in August.
 - o Comm. Collins updated group on ARPA request for large drone.

New Business

- Project Request from 234 Donation Fund
 - o \$2,418.68 to purchase Video Receiver/Repeater Box for Brinc Lemur Drone. The total price is \$2,999. The remainder of \$580.32 will be paid out of the Emergency Management budget. A motion was made by Bevier with support from Golembiewski. The motion passed unanimously.

Call to the public – None

Next Meeting is scheduled for Tuesday, August 16th, 2022 at 10:00 AM at Anderson Development Co. at 1415 E. Michigan St., Adrian.

Adjournment – Motion by Bevier and supported by Collins. Meeting adjourned at 10:25.

Respectfully Submitted,

Craig Tanis
Secretary

FY-2019 HGSP Grant cycle
Expires 5-31-22

LENAWEE ALLOCATION - \$37,632.88

Funded/ Pending	<u>Projects</u>		<u>SHSP</u>		<u>LETPA</u>		<u>TOTAL</u>
		\$	17,052.99	\$	20,579.89	\$	37,632.88
Funded	RAVE Alerts ('21)	\$	4,583.34	\$	4,583.33	\$	9,166.67
Funded	Dive Team Equip			\$	9,007.75	\$	9,007.75
Funded	sUAS	\$	8,506.19	\$	6,988.81	\$	15,495.00
Funded	ALICE Training	\$	3,963.46			\$	3,963.46
						\$	-
						\$	-
Remaining Balance:		\$	0.00	\$	(0.00)	\$	0.00

FY-2020 HGSP Grant cycle
Expires 5-31-23

LENAWEE ALLOCATION - \$25,597.26

Funded/ Pending	<u>Projects</u>		<u>SHSP</u>		<u>LETPA</u>		<u>TOTAL</u>
		\$	12,798.63	\$	12,798.63	\$	25,597.26
Funded	RAVE Alerts ('22)	\$	5,500.00	\$	5,500.00	\$	11,000.00
Pending	HazMat Training	\$	2,080.00			\$	2,080.00
Funded	USAR Training	\$	2,265.00			\$	2,265.00
Funded	ALICE T-T-T	\$	-	\$	7,000.50	\$	7,000.50
Pending	TECC Class	\$	2,953.63			\$	2,953.63
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
Remaining Balance:		\$	(0.00)	\$	298.13	\$	298.13

[illegible]

234 Donation Fund

Funded/ Pending	<u>Projects</u>	<u>Donations</u>	<u>Expenditures</u>	<u>Total</u>
Funded	Rover Donation	\$ 10,000.00		\$ 10,000.00
Funded	ADC Donation	\$ 5,000.00		\$ 5,000.00
Funded	1 Drone, T & P	\$ -	\$ 10,158.34	\$ (10,158.34)
Funded	Drone Tablet	\$ -	\$ 992.98	\$ (992.98)
Funded	Wacker Donation	\$ 5,000.00		\$ 5,000.00
Funded	3 Weather Stations	\$ -	\$ 2,500.00	\$ (2,500.00)
Funded	IPAWS Set-up		\$ 1,800.00	\$ (1,800.00)
Funded	Drone Batteries		\$ 2,130.00	\$ (2,130.00)
Funded	Drone Video Box		\$ 2,418.68	\$ (2,418.68)
	Totals	\$ 20,000.00	\$ 20,000.00	\$ -

Emergency Management Activities Report – June 2022 – July 2022

June 2022

- Perform required monthly IPAWS proficiency demonstration
- Attend Region 1 Planning Board Executive Committee meeting
- Update county EAGs and submit them to MSP-EMHSD for approval
- Attend Region 1 Homeland Security Planning Board meeting
- Working on Hazard Mitigation Plan and planning meetings
- Update City of Adrian Support Plan and present to the City Commission for approval
- Attend bi-weekly Faster Horses Security meetings
- Respond to an additional request for information from FEMA for the grant-funded purchase of a drone
- Conduct monthly RAVE Alerts drill for dispatch
- Coordinate two MI-CIMS classes for Lenawee County and City of Adrian EOC personnel
- Attend SEOC conference call
- Complete and submit grant reimbursements to MSP-EMHSD for the Great Lakes Homeland Security Conference and the 2022 Hazmat Responders Conference
- Complete and submit STOP Grant application to provide Behavioral Threat Assessment training and sustainment to all county school districts
- Attend county police chief's meeting
- Working with IT on a Cyber Disruption Response Plan
- Working on County Family Assistance Center Plan
- Attend planning meeting for an EOC functional exercise planned for spring 2023
- Prepare and submit an MOU to MIS for their approval and signature
- Prepare and submit an MOU to Addison Fire & EMS for approval and signature
- Attend LEPC meeting
- Attend Lenawee School Safety Committee meeting
- Complete "Supply Chain Resilience During a Disaster/Emergency" online course through the University of Tenn.
- Complete and submit annual grant equipment inventory to MSP-EMHSD

July 2022

- Perform required monthly IPAWS proficiency demonstration
- Attend Region 1 Planning Board Executive Committee meeting
- Attend Region 1 Homeland Security Planning Board meeting
- Working on Hazard Mitigation Plan and planning meetings
- Attend bi-weekly Faster Horses Security meetings
- Complete Incident Action Plan for Faster Horses event
- Attend daily briefing meetings at Faster Horses
- Conduct monthly RAVE Alerts drill for dispatch
- Attend SEOC conference call
- Complete and submit grant reimbursements to MSP-EMHSD for planner wages
- Complete and submit quarterly reports to MSP-EMHSD

- Working with IT on a Cyber Disruption Response Plan
- Working on County Family Assistance Center Plan
- Attend Human Services Building meeting
- Attend EOC Functional Exercise Planning meeting
- Attend Solid Waste Committee meeting and present the County Debris Management Plan
- Attend 911 Compliance Review meeting
- Attend 911 Board meeting
- Attend Fire Chief's meeting
- Complete IAP for Lenawee County Fair
- Attend daily briefings at Faster Horses
- Attend quarterly State EM meeting
- Attend a drone exercise planning meeting with Gus Harrison
- Conduct a vulnerability assessment at Lenawee Community Mental Health Authority
- Activate the City of Adrian EOC in response to the Riverview Terrace High-Rise incident

LENAWEE COUNTY CENTRAL DISPATCH

Memorandum

Date: July 11, 2022

For: July 14, 2022 meeting

To: L.C.E. 9-1-1 D.B.
From: Lieutenant David Aungst, 911 Director
Subject: Director's Report for Central Dispatch Activity

The following items are activities or issues of interest which occurred in the dispatch center since the last report:

Complaints Received: We handled a Fire Department complaint regarding what was perceived as a five minute dispatch delay on a fatal crash. Upon investigation, it turned out to be a CAD time delay only. The actual dispatch occurred promptly as expected after reviewing the voice recordings. The Fire Chief accepted our recordings and the case is closed as settled with no dispatch fault.

I have been receiving some radio reception complaints from Blissfield PD inside buildings in their Village. This has been on-going and has been reported to MSPCS who investigated it. Mr Steve Rand has been my contact person. The following is a quote I received from Mr. Rand after his technician looked into the issue.

"I am just following up with you regarding communications issues in the Blissfield area. We have had our NCC look at tower affiliation as well as engineering review what they can see which all seemed to check out as normal. I also sent radios techs to the Lenawee sites and the sites in western Monroe County to investigate whether we had an antenna issue. This also was not the case. All antennas seemed to be working normally. The final step we took was to investigate signal strength in the area and Blissfield happens to be in a strange area. Radio techs found what I would call superior radio coverage on either side of Blissfield but in the city limits signal strength dropped significantly. There doesn't seem to be any particular reason for this but I would assume that this is exactly what the police chief's observations are in that area?"

This caused some more interaction so Mr. Rand came to Blissfield to see it first hand on May 26th. We met with Chief Greenleaf and discussed the issues. Mr. Rand agreed to look further into this and he has since got back with me. He has found a device called JPS which is a dual channel interoperability gateway. The cost is about \$2,500.00 per unit. Two counties, Berrien and St. Joseph County have had success with the JPS according to Mr. Rand. This will need some discussion. I have not been made aware of any other locations in the county having the same issue as Blissfield.

Meetings Attended: Sgt. Perdue and I attended a few meetings, trainings and specific activities since the last board meeting on 05-12-2022. They include the ETDB Meeting,

Fire Chief's meeting, Fire Chief's Radio Committee meeting, several 911 related meetings with vendors, staff meetings, candidate Interviews, CAD meetings, Hazard Mitigation meeting, LEPC, State Training committee meeting, and a State Directors meeting, State 911 meeting and a Fire Service Radio Committee meeting.

Towers: Note: I am keeping this in my report as a reminder we need to complete this. No changes since last meeting. We need to update an antenna for our back up radio consolettes so that if our Simulcast system goes down, an antenna from our central dispatch will get into adjacent counties system. This is something that MPSCS recognized as a deficiency when finalizing our storm plan. Motorola put in the proper consolettes, but did not install an antenna called a Yagi that will extend out of our county. I have a current quote from P and R Communications to complete that whole project for \$4,175.62. The vendor and MPSCS will work on some testing issues to assure this is a workable solution. It is not anticipated that this would happen often, but in emergency services, it is a necessity to have. Essentially this cost would be taken out from where we budgeted for our monthly VHF tower rent that we no longer have to pay as we have exited those contracts.

NOTE: The above is still on the agenda. Some other issues have been addressed with MPSCS including some tower work. We are adding some radio reception issues in the Village of Blissfield to their list. I have been in contact with the MPSCS command and these items will be addressed.

CAD Project: This is moving along as scheduled. We will start some of our builds in August and will meet every month after that for continued builds. Work will be ongoing throughout 2022 on this project and into 2023. We are still working through administrative stuff and I.T. issues for compatibility.

MIS EOC Dispatch: Our temporary room has the partitions in it and we have an arrangement of where we will be at in the room during Faster Horses and the NASCAR race. MIS has taken care of setting the room up with the walls and work space as well as setting up phones and I.T. connections. What remains to be finished is getting our radios set up. We did have a vendor that HVA uses give us a quote of moving all of the antennas and wiring to our new side. The quote came in over \$56,000.00 so we are not doing that in our temporary situation. Right now, the plan will be that we move the antenna's just for the 800 radios ourselves and see how things work and if all is well, we will plan accordingly for a more fixed moved for next year. This can be added to the project list, but there is not enough time to completely finish before the 2022 season.

State Compliance Review: We had a meeting today July 12th and the review team came in and met with us and some of our users. We should get a report back soon after today's meeting. I will let you know if there is any indication after meeting with the review team today.

NG911 Update: We have had a couple calls where we used our new product Prepared. Dispatchers are still getting use to using it, but slowly the calls will be picking up where

it will be applied more often. So far, they have thought of some out of the box ways to use it to their advantage to get more information and be a useful tool.

Staffing: We now have 13 trained dispatchers so congratulations goes out to Barbara Roberts who just completed her shadow phase. She is working her own console now and has her own schedule. Just as we got up to 13, we have one dispatcher that is off on medical leave as she is the proud mother of a baby girl named Gia so congratulations to Sarah Wilson on her new bundle of joy. We had another new dispatcher resign since our last meeting, so we now have just 3 in training. We have some new candidates coming up and Deputy Director Perdue will talk about that process and where we are. We still test applicants every month and will continue to do so until our positions are permanently filled.

Overview of Current: Our staff continues to work to their maximum. They continuously work short and every week they work at least one of their days off in most cases. They are strong and are handling this the best they can, but we are doing everything we can to get new recruits hired and trained so that we can get some relief in there. This will continue to be a priority. As of right now, we need to hire 4 dispatchers.

Respectfully submitted,

Lieutenant David Aungst