

EMERGENCY 911 DISTRICT BOARD

Lt. Corinne Perdue
911 Director

405 N Winter St, Adrian, MI 49221
p: 517-263-0524 | f:517-263-3312

[Website](#)



MEMBERS

N. Wilson, T. Bevier, R. Bow, C. Tanis, T. Collins, M. Benner,
D. Dixon, D. Combs

MEETING LOCATION

OLD COUNTY COURTHOUSE
2ND FLOOR, CHAMBERS
301 N MAIN ST
ADRIAN, MI 49221

Agenda: Thursday, November 13, 2025—3:00 PM

Addition to the Agenda ***

I. Call to Order

II. Approval of Minutes

A. Approval of Minutes: ____

III. Reports - Emergency 911 District Board

A. E911 Finance Report

B. E911 Director's Report

IV. Existing Business

A. Law Enforcement Representative vacancy

V. New Business

A. Expiring Board Appointments — Fire Chief Representative, Emergency Manager,
General Public Representative

VI. Public Comment

VII. Adjournment

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MEMBERS

Troy Bevier, Nic Wilson, David Dixon, Craig Tanis, Denice Combs
Terry Collins, Lt. Rob Bow, Miranda Benner
2nd floor, Chambers
301 N Main St
Adrian, MI 49221

MEETING LOCATION

Old County Courthouse

Minutes: Thursday, September 11, 2025

I. Call to Order

The meeting was called to order at 03:00 PM by Lt. Perdue

Present: Chief Nic Wilson, F/Lt. Robert Bow, Mr. Craig Tanis, Comm. Terry Collins,
Dispatcher Miranda Benner, Mr. David Dixon, Chief Kevin Grayer, Ms. Denice
Combs

Also Lt. Corinne Perdue, Administrator Kim Murphy, Finance Director Dan

Present: Zimolzak

Absent: Sheriff Troy Bevier

II. Election of Chairman Pro Tempore

Ms. Benner nominated Chief Wilson as the Chairman Pro Tempore for the meeting. Seconded by Comm. Collins. Motion carried. Mr. Tanis made a motion to amend the agenda to add under new business, the election of a chair. Seconded by Comm. Collins. Motion carried.

III. Approval of Minutes

A. Approval of Minutes: ____

Mr. Tanis made a motion to accept the DRAFT minutes from the July 10th, 2025 meeting supported by Comm. Collins. Motion carried.

IV. Reports - Emergency 911 District Board

A. E911 Finance Report

Lt. Perdue reported the budget should currently be at 68.41%. Expenses are currently at 74% and that is due to the annual 800 MHz radio lease payment being made in August. Chief Wilson asked if revenue is being received as expected and Lt. Perdue answered affirmatively. Mr. Tanis made a motion to accept the financial report, supported by F/Lt. Bow. Motion carried.

B. E911 Director's Report

Lt. Perdue highlighted several items from the Director's Report. The P25 Link Layer radio authentication project was completed on August 7th. Per the Chiefs from the affected departments, the radio communications with the Ohio system have been successful. Sergeant Hudson has taken the lead on a CAD to CAD project with Hillsdale Central Dispatch. This will function very similarly to the CAD to CAD we currently have set up with Jackson County. The MEVO anywhere kit (MAK) upgrade 5-year agreement was approved by the Board of Commissioners on August 13th. A project manager has been assigned and we are awaiting the next steps.

V. Existing Business

A. Radio Coverage

Radio coverage; this was discussed at our last meeting. Since that time, it was discovered that Sand Lake Fire Department is experiencing coverage issues around the Sand Lake area. Lt. Perdue has been working with MPSCS and Motorola to investigate the issue. There are some details coming forth, but nothing conclusive. We will continue to explore the issues.

VI. New Business

Election of Chair : Mr. Tanis nominated Chief Wilson, supported by Mr. Dixon. Chief Wilson nominated Mr. Tanis, without support. Comm. Collins made a motion to close the nominations, supported by Chief Grayer. Motion for Chief Wilson for Chair carried.

VII. Public Comment

Administrator Murphy advised that there will be work being done on the tower in the Sheriff's north lot next week. T-Mobile, who rents space on the tower will be updating some equipment and removing an antenna. The work is expected to take approximately one week.

VIII. Adjournment

Comm. Collins made a motion to adjourn, supported by Ms. Benner. Motion carried.



Budget Performance Report

Fiscal Year to Date 11/05/25

Include Rollup Account and Rollup to Base Account & Detail Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 261 - 911 Service										
REVENUE										
Department 320 - Training										
540	State	20,000.00	.00	20,000.00	.00	.00	10,457.00	9,543.00	52	21,535.00
Department 320 - Training Totals		\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$10,457.00	\$9,543.00	52%	\$21,535.00
Department 325 - Communications/Dispatch										
540	State	260,000.00	.00	260,000.00	.00	.00	260,588.00	(588.00)	100	261,048.00
665	Interest									
665.100	Interest Earned on Investment	30,000.00	.00	30,000.00	.00	.00	77,945.60	(47,945.60)	260	95,893.07
665 - Interest Totals		\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$77,945.60	(\$47,945.60)	260%	\$95,893.07
672	Special Assessments	2,900,000.00	.00	2,900,000.00	.00	.00	1,761,082.06	1,138,917.94	61	3,008,411.99
676	Reimbursements	4,830.00	.00	4,830.00	.00	.00	28.69	4,801.31	1	16,404.98
687	Refunds									
687.120	Refunds Retirement - DC	.00	.00	.00	.00	.00	4,634.81	(4,634.81)	+++	974.67
687.150	Refunds Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	3,195.02
687.160	Refunds Workers Compensation	.00	.00	.00	.00	.00	797.68	(797.68)	+++	2,374.31
687 - Refunds Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,432.49	(\$5,432.49)	+++	\$6,544.00
697	Other Financing Sources									
697.999	Other Financing Sources Budgeted Use of Fund Reserve	296,918.00	.00	296,918.00	.00	.00	.00	296,918.00	0	.00
697 - Other Financing Sources Totals		\$296,918.00	\$0.00	\$296,918.00	\$0.00	\$0.00	\$0.00	\$296,918.00	0%	\$0.00
Department 325 - Communications/Dispatch Totals		\$3,491,748.00	\$0.00	\$3,491,748.00	\$0.00	\$0.00	\$2,105,076.84	\$1,386,671.16	60%	\$3,388,302.04
REVENUE TOTALS		\$3,511,748.00	\$0.00	\$3,511,748.00	\$0.00	\$0.00	\$2,115,533.84	\$1,396,214.16	60%	\$3,409,837.04
EXPENSE										
Department 320 - Training										
804	School & Certificate Fees	20,000.00	.00	20,000.00	.00	.00	17,621.51	2,378.49	88	31,098.67
Department 320 - Training Totals		\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$17,621.51	\$2,378.49	88%	\$31,098.67
Department 325 - Communications/Dispatch										
704	Wages - Regular Employees	1,254,660.00	.00	1,254,660.00	.00	.00	926,527.86	328,132.14	74	1,149,765.53
706	Wages - Overtime									
706.100	Wages - Overtime Regular	40,108.00	.00	40,108.00	.00	.00	56,158.99	(16,050.99)	140	92,793.85
706 - Wages - Overtime Totals		\$40,108.00	\$0.00	\$40,108.00	\$0.00	\$0.00	\$56,158.99	(\$16,050.99)	140%	\$92,793.85
707	Wages - Other									
707.200	Wages - Other Supplemental	8,000.00	.00	8,000.00	.00	.00	3,000.00	5,000.00	38	7,650.00
707.500	Wages - Other Health Insurance Incentive	2,625.00	.00	2,625.00	.00	.00	850.97	1,774.03	32	2,625.22
707.750	Wages - Other On Call	2,500.00	.00	2,500.00	.00	.00	.00	2,500.00	0	.00
707.990	Wages - Other Paid Leave Payoff	.00	.00	.00	.00	.00	1,194.70	(1,194.70)	+++	.00
707 - Wages - Other Totals		\$13,125.00	\$0.00	\$13,125.00	\$0.00	\$0.00	\$5,045.67	\$8,079.33	38%	\$10,275.22
715	Matching Social Security	100,056.00	.00	100,056.00	.00	.00	74,869.24	25,186.76	75	94,047.56
716	Health Insurance									
716	Health Insurance	408,290.00	.00	408,290.00	.00	.00	276,231.74	132,058.26	68	296,651.98



Budget Performance Report

Fiscal Year to Date 11/05/25

Include Rollup Account and Rollup to Base Account & Detail Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 261 - 911 Service										
EXPENSE										
Department 325 - Communications/Dispatch										
716	Health Insurance									
716.100	Health Insurance HSA Deductible - Employer	37,984.00	.00	37,984.00	.00	.00	34,859.53	3,124.47	92	33,508.72
	716 - Health Insurance Totals	\$446,274.00	\$0.00	\$446,274.00	\$0.00	\$0.00	\$311,091.27	\$135,182.73	70%	\$330,160.70
717	Life Insurance	22,164.00	.00	22,164.00	.00	.00	16,632.62	5,531.38	75	19,156.96
718	Retirement									
718.100	Retirement Defined Benefit	7,119.00	.00	7,119.00	.00	.00	5,908.10	1,210.90	83	7,191.08
718.120	Retirement Defined Benefit Liability	130,379.00	.00	130,379.00	.00	.00	98,773.60	31,605.40	76	119,092.77
718.200	Retirement Defined Contribution	58,275.00	.00	58,275.00	.00	.00	43,478.55	14,796.45	75	55,450.68
	718 - Retirement Totals	\$195,773.00	\$0.00	\$195,773.00	\$0.00	\$0.00	\$148,160.25	\$47,612.75	76%	\$181,734.53
720	Unemployment	3,799.00	.00	3,799.00	.00	.00	2,963.08	835.92	78	3,758.76
721	Workers Compensation	8,219.00	.00	8,219.00	.00	.00	5,926.71	2,292.29	72	7,255.38
723	Vision Insurance	3,011.00	.00	3,011.00	.00	.00	2,134.10	876.90	71	2,639.92
724	Dental Insurance	12,000.00	.00	12,000.00	.00	.00	9,125.53	2,874.47	76	10,814.80
725	Long Term Disability	4,559.00	.00	4,559.00	.00	.00	3,430.57	1,128.43	75	3,837.81
727	Office Supplies	2,000.00	.00	2,000.00	.00	.00	634.25	1,365.75	32	1,001.24
733	Computer Supplies	1,500.00	.00	1,500.00	.00	.00	232.00	1,268.00	15	5,997.28
740	Vehicle Operating Supplies	500.00	.00	500.00	.00	.00	.00	500.00	0	300.00
743	Other Supplies	500.00	.00	500.00	.00	.00	1,179.12	(679.12)	236	991.51
745	Uniforms	4,500.00	.00	4,500.00	.00	.00	3,764.04	735.96	84	3,145.43
746	Motor Fuel	3,500.00	.00	3,500.00	.00	.00	1,351.40	2,148.60	39	821.83
801	Professional & Contractual									
801	Professional & Contractual	10,000.00	.00	10,000.00	.00	.00	5,804.15	4,195.85	58	3,581.70
801.300	Professional & Contractual Pre-Employment	10,000.00	.00	10,000.00	.00	.00	5,312.40	4,687.60	53	6,755.84
	801 - Professional & Contractual Totals	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$11,116.55	\$8,883.45	56%	\$10,337.54
804	School & Certificate Fees	5,000.00	.00	5,000.00	.00	.00	1,510.49	3,489.51	30	1,689.26
808	Membership Dues	1,500.00	.00	1,500.00	.00	.00	700.00	800.00	47	412.00
809	Service Contract	185,000.00	.00	185,000.00	.00	.00	198,582.04	(13,582.04)	107	244,109.58
812	Laundry/Uniform Allowance	6,500.00	.00	6,500.00	.00	.00	2,268.05	4,231.95	35	2,543.15
843	Advertising & Publishing	400.00	.00	400.00	.00	.00	69.41	330.59	17	.00
850	Communications	70,000.00	.00	70,000.00	.00	4,988.53	78,483.08	(13,471.61)	119	208,493.21
851	Conferences & Seminars	2,000.00	.00	2,000.00	.00	.00	872.05	1,127.95	44	.00
863	Computer Software	50,000.00	.00	50,000.00	.00	.00	8,690.00	41,310.00	17	8,523.09
900	Printing & Publishing	500.00	.00	500.00	.00	.00	136.53	363.47	27	354.89
901	Copy Fees									
901	Copy Fees	500.00	.00	500.00	.00	.00	165.87	334.13	33	270.06
901.100	Copy Fees Toner Program	1,000.00	.00	1,000.00	.00	70.22	517.48	412.30	59	896.09
	901 - Copy Fees Totals	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$70.22	\$683.35	\$746.43	50%	\$1,166.15
912	Office Equipment & Furniture under \$10,000	3,500.00	.00	3,500.00	.00	.00	6,398.30	(2,898.30)	183	2,114.29



Budget Performance Report

Fiscal Year to Date 11/05/25

Include Rollup Account and Rollup to Base Account & Detail Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 261 - 911 Service										
EXPENSE										
Department 325 - Communications/Dispatch										
914	Computer Equipment under \$10,000	5,000.00	.00	5,000.00	.00	.00	2,031.99	2,968.01	41	3,703.42
920	Utilities									
920.300	Utilities Electric	11,000.00	.00	11,000.00	.00	.00	9,468.17	1,531.83	86	11,140.66
	920 - Utilities Totals	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$9,468.17	\$1,531.83	86%	\$11,140.66
931	Equipment Repair/Maint	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
932	Vehicle Repair	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	73.29
940	Rent	.00	.00	.00	.00	.00	.00	.00	+++	(2,913.78)
975	Building Improvements	.00	.00	.00	.00	.00	30,545.00	(30,545.00)	+++	.00
977	Machinery & Equipment	.00	.00	.00	.00	.00	6,700.00	(6,700.00)	+++	6,800.00
981	Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	42,911.00
991	Debt Service Principal	702,510.00	.00	702,510.00	.00	.00	702,510.03	(.03)	100	679,804.56
995	Debt Service Interest	72,769.00	.00	72,769.00	.00	.00	72,768.76	.24	100	95,474.23
999	Transfer Out									
999.300	Transfer Out Indirect Costs	236,321.00	.00	236,321.00	.00	.00	236,321.00	.00	100	251,166.00
	999 - Transfer Out Totals	\$236,321.00	\$0.00	\$236,321.00	\$0.00	\$0.00	\$236,321.00	\$0.00	100%	\$251,166.00
Department 325 - Communications/Dispatch Totals		\$3,491,748.00	\$0.00	\$3,491,748.00	\$0.00	\$5,058.75	\$2,939,081.50	\$547,607.75	84%	\$3,486,400.85
	EXPENSE TOTALS	\$3,511,748.00	\$0.00	\$3,511,748.00	\$0.00	\$5,058.75	\$2,956,703.01	\$549,986.24	84%	\$3,517,499.52
Fund 261 - 911 Service Totals										
	REVENUE TOTALS	3,511,748.00	.00	3,511,748.00	.00	.00	2,115,533.84	1,396,214.16	60%	3,409,837.04
	EXPENSE TOTALS	3,511,748.00	.00	3,511,748.00	.00	5,058.75	2,956,703.01	549,986.24	84%	3,517,499.52
Fund 261 - 911 Service Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$5,058.75)	(\$841,169.17)	\$846,227.92		(\$107,662.48)
Grand Totals										
	REVENUE TOTALS	3,511,748.00	.00	3,511,748.00	.00	.00	2,115,533.84	1,396,214.16	60%	3,409,837.04
	EXPENSE TOTALS	3,511,748.00	.00	3,511,748.00	.00	5,058.75	2,956,703.01	549,986.24	84%	3,517,499.52
Grand Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$5,058.75)	(\$841,169.17)	\$846,227.92		(\$107,662.48)

Lenawee County Sheriff's Office
Emergency Telephone District Board
Director's Report

MEETING DATE: November 13, 2025
911 Board Members,

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

Sergeant Hudson has participated in several “job fairs” in the Lenawee County schools, promoting the career field and 911 Industry.

Several of our dispatchers participated in the Judicial Building’s “Trunk or Treat” on October 30th!

Our Leadership team attended the annual Emerging Technology Forum and Michigan Tyler User Group in September, and Sergeant Hudson attended the PFN User Group in October.

Our backup HVAC system was much appreciated recently when the one of the main HVAC systems for the Sheriff’s Office went down and temperatures in the Center reached 75 degrees with no air movement. The dispatchers were able to turn on the backup and keep the Center at a comfortable temperature.

Systems Specialist Position: With the County’s budget now approved, we are moving forward with accepting letters of interest for the position and expect to have it filled in January. After internal discussions, we are changing the title of the position to “Systems Specialist”; this title more accurately describes the role and the functionality of the position.

CAD-to-CAD with Hillsdale County: This project is still being worked on. There are some technical issues with sharing units which will require additional testing. Due to multiple projects going in Hillsdale County, there hasn’t been time to complete the testing.

MEVO Anywhere Kit (MAK): The kit is in production and being configured and tested. It is scheduled for delivery November 25th.

In Building Radio Coverage: Ongoing coverage issues for the Blissfield Police Department have led to Motorola agreeing to provide a one-time preventative maintenance service and template update for their ten radios to determine if this will improve coverage. This work is currently being scheduled with P & R Communications.

During testing related to other reported coverage issues, MPSCS discovered that radios placed into service when Lenawee County joined the system in 2020—and which have not received a template update since—are missing certain control channels. As a result, radios without the updated control channel list may experience difficulty connecting to towers in neighboring counties when operating closer to a non-Lenawee tower.

Lenawee County Sheriff's Office
Emergency Telephone District Board
Director's Report

A subscriber unit automatically affiliates with the strongest available signal. Therefore, if a unit is nearer to a tower outside the county, it is more likely to affiliate with that tower. However, when control channels are missing, signal strength is reduced, and the radio may eventually fail to affiliate altogether.

Given these findings, each agency should coordinate with their radio vendor to ensure all subscriber units are running the latest firmware and have an updated control channel list, even if no other changes to the template configuration are required.

CommsCoach Demonstration: On October 29th, we hosted a demonstration of the CommsCoach platform presented by GovWorx. CommsCoach features AI-powered modules for Quality Assurance/Quality Improvement (QA/QI), training, and simulation. Representatives from Jackson County, Hillsdale County, Washtenaw County, the University of Michigan Police Department, and Emergent Health (HVA), along with our leadership team, participated in the session. This platform represents one of many emerging AI technologies designed to streamline operations and support us in performing our duties more efficiently.

Annual cabinet and computer cleaning: On October 7th, representatives from INdigital, P & R Communications, and County IT performed the annual cleaning of our computer equipment and cabinets. During this time, our leadership team conducted a thorough deep clean of the entire dispatch center. These efforts help extend the lifespan of our equipment and reduce the buildup of dirt and dust throughout the center.

Console Worksurface Replacement: Xybix shipped and installed three of the six worksurfaces on October 10th, however, three of them arrived damaged and had to be remade. The three remaining surfaces are scheduled for delivery on November 7th and installation on November 13th.

Staffing: We currently have 18 fully trained, one in training, and one scheduled to be hired on November 16th. We anticipate another opening when we are able to fill the Systems Specialist position and have a list of potential candidates.

Respectfully submitted,

Lieutenant Corinne Perdue
911 Director
Lenawee County Central Dispatch