

MEETING MINUTES
SOUTH EAST REGIONAL EMERGENCY SERVICE AUTHORITY
May 19, 2021

1.) Call to Order – Meeting called to order at 1336.

2.) Roll Call –

Board Members Present: Rouhib, Monroe, Sage, Woodcox
Others Present: Allen, Bartram, M. Berlin, Jacobs, Kanigowski, Leese, Pettyes, Piper, Walters

3.) Adoption of Agenda:

Motion made by Woodcox, seconded by Monroe – Agenda Adopted

4.) Approval of Meeting Minutes

A. Minutes for 4/21/21 – Motion made by Woodcox, seconded by Monroe-
Motion carries

B. Closed Session Minutes for 4/21/21 – Motion made by Monroe, seconded
by Woodcox – Motion carries.

5.) Correspondence – None

6.) Executive Director Report

A. Performance Status Report – Leese

i. 5 new inquiries and 2 Kudos

ii. Disciplinary Action Policy – forwarded to TAC to review on how we
determine levels of discipline based off of actions.

iii. Rouhib asked for Dispatcher's name on Kudos.

B. Legislative Action Update – Bartram

i. 911 Enabling Act – fund that pays for out 911 lines – it is expiring
2021.

ii. Subcommittee is working on legislation that will create new funding
1. It requires opening up the State 911 plan which creates
other problems with add ons.

iii. Once this current fund expires, the 911 trunks that come into our
PSAP will have to be paid for by SERESA – and all PSAPs in
Michigan

iv. This fund has paid for the 911 lines for many lines

v. Unknown on how much money – no one will commit to amount.

1. Fiber is more expensive than the copper lines – PFN is so
far behind on billing the State of Michigan so no one knows
what the actual costs is/will be.

vi. SERESA will no longer have a subcommittee liaison but Michigan
Communications Directors is very good at updating Director's.
Board will still get updates.

- vii. 988 Suicide hotline will be rolling out by end of 2022
 - 1. Anticipating some cross over with 911 calls
- C. Hiring Process Update
 - i. Open until 5/28 – currently have 15 applicants
 - 1. 2 current vacancies

7.) Old Business

- A. 21/22 Budget –
 - i. Administrative Services – IT services, Audit preparation, Payroll services and Janitorial services (imbedded with City of Roseville)
- B. Interim Director Contract – Rouhib
 - i. Spreadsheet prepared detailing benefits
 - ii. Language of contract mirrors Bartram’s contract
 - 1. Interim Deputy Director language – when we fill the Deputy Director position at some time – Sage wanted to ensure Leese had the option to revert back to Deputy Director. It was discussed that is true while Leese is Interim status.
- C. Supervisor Contract Negotiations
 - i. Supervisor group just unionized
 - ii. Brand new contract
 - iii. Importance of the very first contract – it will be the foundation for all contracts that follow
 - iv. Labor attorney (Ryan Fantuzzi) – fee capped at \$5,000 – to have him write this original contract
 - v. Have a Board member assist with negotiations – Chief Sage volunteered to replace Woodcox
 - vi. Motion made to have labor attorney to compose Supervisor contract by Woodcox, seconded by Monroe – Motion carries.
- D. Articles of Incorporation – Section VI Dissolution
 - i. Current language states that if a community pulls out of SERESA, they forfeit all assets – not fair
 - 1. Remaining 2 agencies would split assets 50/50
 - 2. If one of the 3 agencies pulled out, would SERESA even survive with 2 agencies and Fraser as a contract?
 - 3. Will not need the amount of employees that it currently has
 - 4. Needs to be a fair distribution – currently it is based on calls for service.
 - ii. This was originally thought about in February 2020 but with COVID it was side barred.
 - iii. What do other agencies do? Has anyone explored what other PSAPs do?
 - iv. Need to explore other PSAPs or we will need to reach out to an expert(s).
 - v. There needs to be an incentive to stay in SERESA. If it is too easy to leave, a community can pull out of SERESA which leave and it could cripple the operation.

- vi. Two different articles – dissolution and withdrawal – a department pulls out and they get zero. Both articles need to be addressed so as not to kill SERESA
- vii. Not many PSAPs like SERESA, many are county run.
- viii. Research needs to be done and brought back to board.

8.) Disbursements

- A. Disbursement #10 – Motion made by Woodcox, seconded by Sage – Motion carries

9.) Revenue

- A. April 2021 – Motion made by Rouhib, seconded by Woodcox – Motion carries

10.) Committee and Liaison Reports

- A. Fire Operations Committee – Piper
 - i. Cyber attack on BRYX server – Dispatch could not see what was going out to the stations – delayed longer than 20 seconds.
- B. Law Operations Committee – Woodcox – NONE
- C. TAC
 - i. Policy 313 tabled – revisions needed to be made
 - ii. Policy 324 was DENIED – new policy regarding unpaid benefit time off for employees who had either burned through their time or were new/on probation and needed time off.
 - 1. Policy is not necessary and discussed other options if that need arises.
 - iii. Video 9-1-1 – allow you to potentially stream live video – DENIED.
 - 1. Multiple concerns including dispatcher trauma, which calls to mandate use, would it cause a delay in dispatch.
 - iv. Live 9-1-1
 - 1. Give patrol vehicle ability to monitor call while responding
 - 2. Several issues although there is interest from PD agencies – need more information from other agencies using the product and answer several questions before moving forward
- D. LEIN Entry Request –
 - i. St Clair Shores Support Services is requesting that the full 9-digit complaint number versus 21-###.
 - 1. It was denied that it was impossible to mandate all other agencies enter the 9-digit code – DENIED.
 - ii. The discipline policy needs to be reviewed to allow Director to skip steps when an infraction is severe.
 - 1. Currently, had an incident which should have been a significant disciplinary action – however, current policy only allowed for a 1st written – which is SERESA’s third level in Corrective Action.
 - 2. 4-minute delay on a stabbing is too significant for a written warning.

- iii. TAC meeting minutes need to be approved – TAC minutes have not been being completed. Going forward, TAC minutes will be completed and presented.

11.) New Business

- A. New Law Representative
 - i. Deputy Chief Jason Allen of St Clair Shores PD
 - 1. Nominated by Woodcox, seconded by Rouhib – Motion carries
- B. New TAC Representative
 - i. Deputy Chief Mitch Berlin of Roseville PD
 - 1. Nominated by Woodcox, seconded by Rouhib – Motion carries

12.) Hearing of the Public – None

13.) Action Items

- A. Interim Director Contract – motioned by Monroe, seconded by Woodcox effective 6/1/2021 – Motion carries.
- B. 21/22 Budget – motion made by Sage, seconded by Woodcox – Motion carries

14.) Adjournment – Motion made by Woodcox, seconded by Monroe – Meeting adjourned at 1421