

Lenawee County Homeland Security & Local Emergency Planning Committee

Meeting Agenda

June 21st - 10:00 AM
2651 W. Cadmus Rd., Adrian, MI 49221

Call to order – Chair

Roll call -Secretary

Call to the public

Approve Current Agenda

Minutes of the last meeting – April 19th, 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

- FY19 SHSP & LETPA Request for a Brinc Lemur S Drone is approved
 - Training for Brinc Drone

New Business

- Project Request from 234 Donation Fund
 - \$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.

Call to the public

The next meeting is on August 16th, 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 4/19/2022

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

Roll call

Members present:

Craig Tanis

Dave Craig

Undersheriff Ewald for Sheriff Bevier

Commissioner Collins

Lt. Aungst

Cindy Merritt

Tina Golembiewski

Chief Wilson

Deputy Chief Van Alstine

Tony Garcia

Also present:

None

Absent:

Matt Richardson, Chief Damon, and Mario Bernardo

Call to the public – None

Approval of Agenda – Tanis asked to amend the current agenda and add the approval of Monica Hunt, Acting Health Officer as the primary rep for Public Health under new business. Motion made by Aungst & supported by Wilson to accept the agenda as amended. Motion passed unanimously.

Minutes from the previous meeting

The minutes from February 15, 2022 meeting were provided to members ahead of the meeting. On a motion by Collins and support by Craig, 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 Aungst and support by Golembiewski.

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

E-911 updates – Lt. Aungst provided the committee a written report and gave a verbal update supporting the written report. Aungst reported that dispatch has seen an increase in applicants due to ads on Facebook. Dispatch currently has 3 new dispatchers in training, 2 ready to start training, 2 getting their psych review, and 2 in the background check process. Dispatcher Paterson has left dispatch to go to the records divisions. Dispatch is currently going through their state compliance review and the new CAD project has kicked off with an estimated completion of 18 months. The E-911 report was accepted unanimously on a motion by Golembiewski and support from Wilson.

Drone Sub-committee – Wilson updated the committee on training plans. There was a drone team meeting on March 7th to discuss the training plans and reacquaint the team members and introduce new members. FEMA requested additions to the county sUAS policy which were made and sent back to FEMA in order to gain grant approval for an additional drone. Wilson also reported on maintenance for the drone and the Sheriff's Office is looking at accident investigation software to use with the drone. The Drone Sub-committee report was accepted unanimously on a motion by Aungst and support from Golembiewski.

Old Business

- FY20 HSGP request for the Great Lakes Homeland Security Conference for \$700 for Craig Tanis is being withdrawn because the Region 1 Homeland Security Planning Board is going to pay this expense.
- FY20 HSGP request for the Hazmat Responders Conference for \$1,100 for 4 people is being withdrawn because the Region 1 Homeland Security Planning Board is going to pay this expense.
- Request to reallocate the FY20 HSGP funds of \$1,100 for the Hazmat Responders Conference to previously approved Hazmat classes:
 - 1 additional student for Hazmat Technician Class
 - 1 student for Advanced Monitoring Class
 - Motion by Collins with support from Garcia to reallocate funds as requested. Motion passed unanimously

New Business

- Monica Hunt is the new acting Lenawee County Health Officer. A motion was made by Golembiewski to recommend approval for Monica Hunt as the primary LEPC rep. for Public Health and forward the recommendation to the Lenawee County Commissioner's Rules & Appointments Committee. Motion was supported by Aungst and passed unanimously.
- No action was taken on recommending approval for Ed Soto to be the alternate for Mario Bernardo as neither was present for the meeting.

- Hazardous Materials Emergency Preparedness Grant request for \$900 for a CAMEO class for 3 members of the Hazmat Team. Motion to approve made by Aungst and supported by Craig. Motion passed unanimously.
- Tanis updated the committee on 302 site plans and since these plans are not subject to FOIA, Tanis will give access to a shared drive to the committee to view the plans instead of including them in the meeting packets.
- Tony Garcia gave an update to the Anderson Development incident that occurred on 3/30/22.
- 302 site plans completed since the last meeting and available to view on the shared drive:
 - Inteva
 - Plastic Omnium
 - War-Ag Farm Services
 - METC Morocco Rd.
 - Wilbur-Ellis – Morenci
 - OmniSource
 - Nutrien Ag – Morenci

Call to the public – None

Next Meeting is scheduled for Tuesday, June 21st, 2022 at 10:00 AM in the County EOC at the Airport at 2651 W. Cadmus Rd.

Adjournment – Motion by Golembiewski and supported by Wilson. Meeting adjourned at 10:32.

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
Hold	Conferences	\$	1,635.00			\$	1,635.00
Funded	ALICE T-T-T			\$	7,000.50	\$	7,000.50
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
						\$	-
Remaining Balance:		\$	1,318.63	\$	298.13	\$	1,616.76

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)
Proposed	Drone Video Box		\$ 2,418.68	\$ (2,418.68)
Totals		\$ 20,000.00	\$ 20,000.00	\$ -

Emergency Management Activities Report – April 2022 – May 2022

April 2022

- Perform required monthly IPAWS proficiency demonstration
- Facilitate Anderson Development Incident After Action meeting
- Complete quarterly MI-CIMS training exercise
- Attend department head meeting
- Attend quarterly State EM meeting
- Participate in quarterly State radio test
- Attend Region 1 Planning Board Executive Committee meeting
- Complete EMHSD quarterly reports and submit to MSP
- Complete quarterly planner reimbursement package and submit to MSP
- Coordinate meeting with IT and B&G for plan to reconstitute Robertson Bldg basement for County back-up EOC
- Attend FEMA Debris Management webinar
- Attend Region 1 Homeland Security Planning Board meeting
- Attend MIS-Faster Horses Tabletop Exercise
- Meeting with MIS president to discuss MOU's for using MIS for various functions during a disaster/emergency
- Working on Hazard Mitigation Plan and planning meetings
- Attend bi-weekly Faster Horses Security meetings
- Conduct monthly RAVE Alerts drill for dispatch
- Attend SEOC conference call
- Attend meetings with MDARD regarding avian flu (H5N1)
- Working with IT on a Cyber Disruption Response Plan
- Attend county management meeting
- Working on County Donations Management Plan
- Attend community liaison meeting with Gus Harrison
- Working on County Spontaneous Volunteer Management Plan
- Attend Boys & Girls Club of Adrian Safety & Security Committee meeting
- Working on County Mass Evacuation Plan
- Working on County Family Assistance Center Plan Plan

May 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
- Conduct monthly RAVE Alerts drill for dispatch
- Attend SEOC conference call
- Host the NWS Skywarn training at Adrian College
- Working on STOP Grant application to provide Behavioral Threat Assessment training and sustainment to all county school districts
- Attend FY22 HSGP fiduciary training
- Attend Statewide LEPC annual meeting
- Attend the Great Lakes Homeland Security Conference in Grand Rapids
- Attend county fire chief's meeting

- Attend meetings with MDARD regarding avian flu (H5N1)
- Working with IT on a Cyber Disruption Response Plan
- Working on County Family Assistance Center Plan
- Attend state debris management webinar
- Attend county superintendent meeting to present the STOP Grant and Behavioral Threat Assessment training to get a letter of support for the grant
- Attend a concept planning meeting for an EOC functional exercise planned for spring 2023
- Participate in a mobilization drill at Gus Harrison Correctional Facility
- Attend county radio committee meeting to present and discuss a county-wide disaster communication plan

LENAWEE COUNTY CENTRAL DISPATCH

Memorandum

Date: May 10, 2022

For: May 12, 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: No formal complaint was made.

Meetings Attended: Sgt. Perdue and I attended a few meetings, trainings and specific activities since the last board meeting on 03-10-2022. They include the ETDB Meeting, Fire Chief's meeting, Fire Chief's Radio Committee meeting, several 911 related meetings with vendors, staff meetings, EOC Table top at MIS for Faster horses, candidate Interviews, CAD meetings, Hazard Mitigation meeting, LEPC, State Training committee meeting, and a State Directors meeting.

Smart Boot School Safety Program: We did a test on May 10th with Sand Creek School and the system worked great. Dispatch received the proper alarm notification.

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: We had our kickoff meeting on March 15th with Tyler Technology and our CAD team. Work will be ongoing throughout 2022 on this project. We are working through administrative stuff and I.T. server upgrades which were completed this week.

MIS EOC Dispatch: We are working with MIS to move our EOC location to a different part of the same building. This will give us much more floor space to help with the growing operation. We are setting up a temporary room to see what will work best for us and hopefully can make it something more permanent for 2023.

State Compliance Review: We got our end done ahead of the deadline of March 31st. Everything is in the review process with the state. We have a meeting set up for July 12th where the review team will come and meet with us and some of the users. We should know more after that meeting. Right now we are in a stand-by mode as they review all of the documents that we provided.

NG911 Update: Our goal has been to keep us Next Gen 911 compliant and we have been doing this steadily with our upgraded phone system including text to 911, upgraded computer and CAD system, upgraded radio system, upgraded 911 center and GIS. One missing link and the state hasn't really moved forward on this yet is the video to 911. We got a golden opportunity recently to be one of the first to upgrade with video. We just signed up to do that with a company called Prepared. Muskegon County just signed as the first county central dispatch in Michigan so we would be second central dispatch. We have run this through our I.T. who has approved the configuration to come into our dispatch center. I expect to see us up and running by summer time. I will give more details in our meeting. This is very exciting news for us and kind of puts the icing on the cake in the NG911.

New CTO's: Congratulations to Dispatcher Nicole Keefer and Blake Haupricht for just completing the 40 hour Communications Training Officer course. They will be joining our current CTO's and making great efforts to get our new people properly trained.

Staffing: We remain at 12 trained dispatchers. We did have one new dispatcher resign since our last meeting, but we hired two additional ones so we now have 4 in training. We also have 3 in the background stage and one other who was just given a conditional offer. If all candidates work out, we would be at full staff. We still test applicants every month and will continue to do so until our positions are permanently filled. We have changed our training program to get more dispatchers trained to increase our levels. This is tough to do with a shortage on trainers, but the priority is to get back up to par.

Overview of Current: We are getting our numbers back up and although the summer will be rough to get through the training, we will be looking a lot better by the end of the year at our current rate of progression with staff hiring.

Respectfully submitted,

Lieutenant David Aungst



Lenawee County Emergency Management 2.0

Lenawee County Emergency Management
150 W. Maple Ave.
Adrian, MI 49221
United States

Craig Tanis
Emergency Management Coordinator
craig.tanis@lenawee.mi.us
517-264-4756

Reference: 20220610-140940005
Quote created: June 10, 2022
Quote expires: September 8, 2022
Quote created by: Katie Sisco
Global Sales Manager
katie.sisco@brincdrones.com
612-220-1776

Comments from Katie Sisco

Purchase Order: Please send your purchase order, referencing quote number, along with a tax exempt certificate, if applicable, directly to:

Katie Sisco
Global Sales Manager
katie.sisco@brincdrones.com
612-220-1776

Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
LEMUR Drone Battery	L-0002	2	\$999.00	\$1,998.00
BRINC Drones Training Course	L-0012	1	\$2,499.00	\$2,499.00
LEMUR Drone S Kit	L-0001	1	\$8,999.00	\$8,999.00
LEMUR Drone Accessory Kit	L-0014	1	\$1,999.00	\$1,999.00

Subtotals

One-time subtotal

\$15,495.00

Total \$15,495.00

Purchase Terms

Payment: 30% down payment required. Remaining balance to be paid upon delivery of order. Payment methods accepted include VISA, Mastercard, AMEX, wire transfer, ACH.

Questions? Contact me



Katie Sisco

Global Sales Manager

katie.sisco@brincdrones.com

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BRINC Drones

5040 W. Post Road, Suite 150

Las Vegas, NV 89118

United States



Lenawee County Emergency Management 3.0

Lenawee County Emergency Management
150 W. Maple Ave.
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Reference: 20220610-141445178
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612-220-1776

Products & Services

Item & Description	SKU	Quantity	Unit Price	Total
Drone Video Receiver/Repeater Box	L-0013	1	\$2,999.00	\$2,999.00

Subtotals

One-time subtotal \$2,999.00

Total \$2,999.00

Purchase Terms

Payment: 30% down payment required. Remaining balance to be paid upon delivery of order. Payment methods accepted include VISA, Mastercard, AMEX, wire transfer, ACH.

Questions? Contact me



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