

**Michigan 3<sup>rd</sup> District Regional  
Homeland Security Planning Board  
August 7, 2023  
Meeting Minutes**

**Meeting called to order** by Region 3 Homeland Security Planning Board Chairman Randy Miller on Monday, August 7, 2023 at 1:30 P.M. Meeting was held at the Bay-Arenac ISD Educational Service Center in Bay City, MI.

**Roll Call:**

Scott Rice (Alcona), Michael Bowers (Arenac, Iosco, Ogemaw & Oscoda), Ryan Manz (Bay), Chris Metropoulos (Genesee), Bob North (Gladwin), Randy Miller (Huron), Chuck Allen (Iosco), Sarah Whaley (Lapeer), Josh Mosher (Midland), Mark Przybylski (Saginaw), Steve Anderson (Tuscola)

**Voting Members Absent:**

Tori Rhoads (Alcona), James Mosciski (Arenac), Kurt Corradi (Bay), Mary Krohn (Huron), Denny Fitzpatrick (Lapeer), Jenifier Boyer (Midland), Kevin Grace (Oscoda), Cari Hillman (Saginaw), Todd Hillman (Sanilac) - excused, Rob Kelly (Region 3 HCC)

**Non-Voting Members Present:**

Melissa Upper (Region 3 Planner), Lt. Charles Barker (MSP-EMHSD, District 3 Coordinator), Mark Laux (MFD/RRT #31),

**Non-Voting Members Absent:**

Dick Ripke (Midland CCP), Christopher Lince (MFD/IMT)

**Others Present:**

Chief Chris Van Loo (Saginaw Twp FD), JungGa McCoy (Midland Co. EMS Task Force), Jerry Cole (Midland Co.), Karol Chase (Red Cross)

**Public Comments:** N/A

**Minutes of the June 5, 2023 R3HSPB Meeting:**

**Motion 2023-0044 – Motion by Mark Przybylski, seconded by Steve Anderson, to approve the minutes of the June 5, 2023 R3HSPB meeting as presented.**

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13      Nays: 0      Motion carried.**

**Presentation on Repeater Tower in Tuscola County:**

Jeff Mativa from Central Michigan Emergency Network (CMEN) was present remotely to discuss the repeater on the Tuscola County tower. The repeater is for microwaves and the antenna for the repeater is 983 feet up the tower. The antenna is no longer functioning properly and the estimated cost for the new antenna is \$2,200 plus shipping and \$2,575 for the installation, for a total cost just under \$5,000.

Vertical Bridge is a HAM friendly organization and recently purchased the tower from Cumulus. There is currently no paperwork to support approval for public service on the tower, but a community lease agreement is being drafted that would allow equipment to be on tower at no cost and has been in the works for about two months. A repeater and equipment belonging to CMEN are also on a Cumulus tower in Flint.

Also, CMEN needs remote receivers to be installed at ten sites at approximately \$500 each. This technology will allow people in outlining counties the ability to access the Tuscola repeater with low powered handhelds. All of this equipment will be District 3 assets. All but possibly a couple of counties in the easternmost portion of the region should be able to utilize this system to access the SEOC in Dimondale. The request for funding is being broken into two projects: the Tuscola repeater antenna as one project and the ten remote receivers as the other.

The main concern for this project is determining the sponsoring agency. Tuscola County does not have to be the sponsor. Mike Bowers suggested that Ogemaw County may be willing to sponsor the project. The contract with Vertical Bridge needs to be completed before this project can begin or even be considered. The agreement needs to ensure that the equipment can remain on the tower at the existing height indefinitely. Randy Miller asked to see the entire project in writing along with the quotes before funding is considered. He wants to ensure that all parts of the project are carefully considered and the rules of the grant are followed. Lt. Barker will look into the State possibly assisting with this project.

CMEN obtained a large grant and is deploying the HAM radio microwave network that will stretch across the state of Michigan. They have microwave dishes on the tower at the SEOC that are connected to their current microwave system. This allows for anything IT-based to be sent across the amateur radio network to the SEOC. This has been operational for about four months.

## **FY 2020 HSGP Fiduciary Report:**

All FY 20 grant projects with extensions must have their reimbursement requests submitted to Melissa prior to September 30<sup>th</sup>. She will be sending out reminders for those outstanding projects soon.

**Motion 2023-0045 – Motion by Mark Przybylski, seconded by Steve Anderson, to approve the additional allocation of \$10.25 from the contingency fund for the FY 20 Soft Targets project of Midland County Election Security. Roll call vote.**

**Discussion:** This is for a shipping charge that was not listed on the original quote.

**Motion 2023-0046 – Motion by Mike Bowers, seconded by Mark Przybylski, to approve the additional allocation of \$270.00 from the contingency fund for the FY 20 project of Arenac County Election Security. Roll call vote.**

**Discussion:** This is a line-item cost that was not well presented on the quote, so it was overlooked by both Melissa and Mike. This is the amount needed to fully complete the project.

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

**Motion 2023-0047 – Motion by Mark Przybylski, seconded by Steve Anderson, to approve the additional allocation of \$4,193.00 from the RRT's FY 20 HSGP allocation for their FY 20 Emerging Threats project. Roll call vote.**

**Discussion:** The Emerging Threats project came in higher than anticipated. Half of this project is already being funded by the RRT's allocation. This amount will close out the project and help close out the RRT's allocation, as well.

**Ayes: Rice, Bowers, Manz, Metopoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13      Nays: 0      Motion carried.**

**FY 2021 HSGP Fiduciary Report:**

The last opportunity to change the FY 21 required projects is September 30<sup>th</sup>. If you have a required project and you know you cannot complete it by May 31<sup>st</sup> or the total cost of the project will be less than originally anticipated, let Melissa know right away so that changes can be made. Modifications to the these projects requires FEMA approval.

A request was made in June to change the FY21 Cybersecurity project from 50/50 assessments and enhancements to only assessments and has been approved by FEMA. At the last meeting, a few of Mike Bowers' jurisdictions claimed all the funding for these assessments, but the estimates were lower than what he was actually quoted. The Arenac County Penetration Testing is being split with the FY 19 and 20 grants and needs additional funds. Oscoda Township's project will likely be canceled due to having to front the cost. Because of this, there is enough funding for the needed increases. This leaves over \$8,000 remaining from the allocation. If there is interest in these funds, additional funding from FY 22 could also be used. But if the request is for enhancements and not assessments, Melissa needs to know by the September meeting so that she can request a project modification from FEMA.

**Motion 2023-0048 – Motion by Steve Anderson, seconded by Mark Przybylski, to approve additional funding for the following FY 21 Cybersecurity Assessment projects: \$1,312.50 for Arenac County, \$3,254.00 for Iosco County, and \$836.00 for Iosco County 911. Roll call vote.**

**Discussion:** The original requests for these projects were based on cost estimates from a similar project. The new costs are from MI-DEAL vendors.

**Ayes: Rice, Bowers, Manz, Metopoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13      Nays: 0      Motion carried.**

The Emerging Threats project through Bishop Airport is wrapping up. The Soft Targets project with scene lighting for Tuscola County and signage for Huron County has been completed. The Intelligence & Information Sharing (IIS) project includes MAGLOCLEN subscriptions that were estimated to be at \$4,000, but so far, the reimbursements only total \$1,334. Melissa has not heard from many of the agencies that initially expressed interest in the project. The other part of this project is for license plate scanners. The City of Midland and Genesee County are interested in this project, which does need an EHP. The North American Active Assailant Conference was approved for funding under the Domestic Violent Extremism (DVE) project. There was a lot of interest for this conference, but the total requests were not nearly as high as the \$20,000 Melissa anticipated and came in just under \$9,000. This will allow more funds for the Rescue Task Force Equipment totaling just over \$51,000.

**Motion 2023-0049 – Motion by Mike Bowers, seconded by Mark Przybylski, to allow expenses for Gladwin County for the 2023 North American Active Assailant Conference.**

**Discussion:** The board had said no new requests for this conference would be authorized after the June board meeting; however, the actual costs were about half of what was anticipated.

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

JungJa McCoy from the Midland County Rescue Task Force was present to discuss the team's equipment needs. They are functioning as a specialty team. They have completed twenty-five trainings, including five tactical trainings with Midland SWAT and one live stress exercise, and two more are planned for the near future. The team already has SOPs and protocols in place.

The Midland County Rescue Task Force is asking for fifty Level II ballistic vests with six for City Fire, nineteen for MyMichigan EMS, and twenty-five going to township fire departments. There were some questions as to why the team chose to utilize Level II vests versus Level III. These are the same vests that the County's road patrol currently uses. The vests also serve as a plate carrier and the plates can be customized to each wearer's threat level and for comfort. Individuals would pay for their own personalization. The team's SOPs state that for the team to be deployed, the threat must be contained, there must be viable patients on scene, and there must be three people for force protection per rescue task force team. Currently, many other rescue task force teams are functioning without protective gear.

Jerome Township will be sponsoring this project and has allocated up to \$65,000 for equipment for the Rescue Task Force Team. Their top priority is for the fifty vests at an estimated cost of \$38,875. The team has already purchased tourniquets, chest seals, etc., but they are also in need of fifty helmets at an estimated cost of \$19,550 and vest accessories. Mark Przybylski's request for Saginaw County includes three MCI walk kits at approximate cost of \$16,000. Mike Bowers is requesting vests and helmets for his four counties but is willing to wait until the other requests have been fulfilled.

In June, a request was made to FEMA to change the training portion of the FY 22 DVE project to rescue task force equipment and to cancel the portable camera system from the FY 22 IIS project and move those funds to rescue task force equipment. This would provide \$35,500 for rescue task force equipment under the FY 22 grant. Melissa is still awaiting approval of these changes. Rescue task force equipment could also be funded under DVE in the FY 23 grant, under which a minimum of 3% of the grant award must be spent.

**Motion 2023-0050 – Motion by Ryan Manz, seconded by Steve Anderson, to approve the allocation of \$38,875.00 for Midland Co Vests and \$16,000.00 for Saginaw County MCI Kits and an additional \$4,000.00 from the contingency fund for the FY 21 Domestic Violent Extremism project. Roll call vote.**

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

**Motion 2023-0051 – Motion by Sarah Whaley, seconded by Josh Mosher, to approve the allocation of \$7,725.00 for Lapeer Co Nixle Annual Service from the FY 21 HSGP contingency fund. Roll call vote.**

**Discussion:** This project has always been funded under the HSGP since Lapeer County began the service. This will provide service through March 2024.

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

Randy reminded the board that if local funds are used to pay for a project, then grant funds cannot be used for that project in the future. It is considered supplanting. Counties should not rely on grant funds for annually recurring projects, as the funds are becoming more and more limited and restricted. Melissa will inquire whether warning notification systems can be funded under the Community Preparedness & Resilience required project.

**Motion 2023-0052 – Motion by Mike Bowers, seconded Mark Przybylski, to approve the allocation of \$6,000.00 for Oscoda Co Courthouse Barriers from the FY 21 HSGP contingency fund. Roll call vote.**

**Discussion:** This project will be used to create barriers for escorting defendants to and from the courtroom. These will be half walls that are bolted to the floor but are not ballistic.

There is approximately \$8,000 remaining in the FY 21 contingency fund.

## **FY 2022 HSGP Fiduciary Report:**

Under the FY 22 grant, there was a minimum spend of 3% for each required project, with Cybersecurity being optional and all required projects totaling 30% of the grant award. This allows some flexibility in how we allocate the funds. There have been no requests for the \$20,000 allocated to the FY 22 Cybersecurity project. The Soft Targets project will fund portable lighting for Lapeer County and electronic signage for Mike's counties for a total of \$86,000. For the Community Preparedness & Resilience project, we have a CERT Trailer Outfitting, a base station and antenna for Gladwin County, a Citizen Corps Conference, Stop the Bleed Kits, CERT equipment, and OK to Say Radio Campaign. There is \$10,000 allocated to stop the bleed kits.

**Motion 2023-0053 – Motion by Steve Anderson, seconded by Mark Przybylski, to approve the allocation of \$2,000.00 from the Community Resilience required project towards Stop the Bleed Kits for Tuscola County. Roll call vote.**

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      Ayes: 13      Nays: 0      Motion carried.

**Motion 2023-0054 – Motion by Mark Przybylski, seconded by Steve Anderson, to approve the allocation of \$2,000.00 each from the Community Resilience required project towards Stop the Bleed Kits for Saginaw, Midland, Alcona, and Genesee County with Genesee County receiving all remaining funds from the \$10,000 allocation for stop the bleed kits. Roll call vote.**

**Discussion:** Mike Bowers is also interested in kits for his counties. Additional funding for stop the bleed kits can be allocated under the FY 23 grant.

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

Citizen Corps has almost \$10,000 allocated to them for equipment. The CCP teams need to be thinking about their needs as well as considering their next meeting date. There is also \$7,000 allocated to what has been estimated to be about three months of an OK to Say Radio Campaign. We need a project lead on this campaign. Melissa has the contact information for someone from OK to Say who is willing to assist the Region with content for the radio campaign.

For the Intelligence & Information Sharing project, we are doing MAGLOCLEN subscriptions and Flock cameras. For the Domestic Violent Extremism project, we are approved for conferences and are awaiting FEMA approval on the addition of Rescue Task Force Equipment.

**Motion 2023-0055 – Motion by Chris Metropoulos, seconded Mark Przybylski, to approve the allocation of \$25,500.00 for Genesee Co 1000-ft Hazmat Boom from the FY 22 HSGP contingency fund. Roll call vote.**

**Discussion:** This boom would allow the team to cross the Flint River three times. The cost also includes ten anchor kits.

**Motion 2023-0056 – Motion by Steve Anderson, seconded Mark Przybylski, to approve the allocation of \$28,000.00 for Conferences from the FY 22 HSGP contingency fund. Roll call vote.**

**Discussion:** This allows for \$2,000 per county.

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      Ayes: 13      Nays: 0      Motion carried.

## **FY 2023 HSGP Fiduciary Approval:**

**Motion 2023-0057 – Motion by Steve Anderson, seconded Mark Przybylski, to approve District Health Department No. 2 as the FY 23 HSGP fiduciary.**

**Ayes: Rice, Bowers, Manz, Metropoulos, North, Miller, Bowers, Whaley, Mosher, Bowers, Bowers, Przybylski, Anderson**      **Ayes: 13**      **Nays: 0**      **Motion carried.**

Be thinking ahead to what your counties needs are that could fulfill the required projects and be ready to discuss these at next month's meeting. The projects must be finalized by the board at their October meeting, as project descriptions are due the EMHSD at the end of October. We do not have our grant award amount yet, but we must allocate a minimum of 30% of the total grant award to required projects with 3% minimum to each of following: Domestic Violent Extremism, Intelligence & Information Sharing, Soft Targets, Community Preparedness & Resilience, and Election Security. Cybersecurity is optional. A minimum of 35% must be spent on LETPA, but some of the required projects may count towards LETPA.

## Committee Reports:

**HCC – Rob Kelly was not available to attend today's meeting, and no report was provided.**

**RRT** – Mark Laux reported that the team recently sent three people to a 60-hour Collapse Technician training. This class is very challenging to get into, as seats fill up very quickly. The team now has twelve members trained at the collapse technician level and 26 at the collapse operations level. Those at the technician level can deal with pre- and post-tension concrete collapse, heavy lifting with cranes, and various metal cutting options. Three people on the team are capable of teaching collapse technician training.

The team has completed Rope Rescue and Confined Space Rescue Response validation through the State and can now be deployed anywhere in the state to respond to these types of situations. The validation process took about six hours to complete two scenarios. The team will be completing their Trench Technician validation in

either September or October. The validation will require at least thirty team members for the day. None of the validations completed have been funded by the Region and each included about two months of pre-testing.

In 2024, the team will complete Hazmat validation. There is no state grain response validation. The Region 3 team could be the first team in the state to be validated in grain response. It is machinery, metal cutting, collapse, confined space, rope, and grain response all in one.

During the remainder of the year, the team will be completing some deployment exercises in southern Saginaw County and northern Bay County.

The team has used grant funding to purchase some new decontamination products. They have upgraded to Dahlgren decontamination, which is a 3-component system in which the components are mixed together based on the chemicals to be cleaned up. It is non-toxic, has a neutral pH, has no corrosivity, and has a 10-year shelf life. It is a very effective and fast working product and can be used on toxic waste, fentanyl, ricin, and meth. The only issue with this product is that it is not safe on skin.

Melissa reminded the team to start thinking about their FY 23 budget.

**IMT** – Scott Rice reported that he and John Jurek continue to play phone and email tag.

**LETPA** – Mark Przybylski reported that the committee will next meet in September.

**CCP** – Bob North reported that the committee will next meet in September.

**Aux Comm** – Mike Bowers reported that the committee did not meet this quarter. They assisted with HAM radio communications at the air show in Flint and the Sasquatch bicycle race in Ogemaw and Oscoda Counties.

**MSP/EMHSD** – Lt. Barker reported that third quarter reports are due. The next DC meeting will be held prior to this board meeting with extra presentations. FY 24 position descriptions are due next month.

**Red Cross** – No report was provided.

**Unfinished Business:**

Melissa reminded the group that there is no language in the by-laws concerning how funding requests come before the board and that if they want this changed, an amendment will need to be drafted and shared with the board for review at least a week prior to the next board meeting. The discussion at the last meeting was that requests should come through an EM and be approved by the LPT or come through one of the committees.

**New Business:** N/A

**Staff Report:**

The next board meeting will be September 11<sup>th</sup> due to Labor Day.

**Other/Public Comments/Announcements:** N/A

**Adjournment:**

Meeting adjourned at 2:57 P.M.

Respectfully Submitted,  
Melissa Upper