



NOTICE and AGENDA for

Kalamazoo County Consolidated Dispatch Authority

Technical Advisory Committee

May 7, 2025

PLEASE TAKE NOTICE that a REGULAR Meeting of the Kalamazoo County Consolidated Dispatch Authority Technical Advisory Committee will be held on **Wednesday, May 7th** at 10:00 a.m. in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo Michigan for consideration of items, namely, on this Agenda.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

Western Michigan University Public Safety <i>Scott Merlo, Chairperson</i> (Alt. Ryan McGregor)	Michigan State Police <i>Scott Ernstes, Vice-Chairperson</i> (Alt. Dale Hinz)
Kalamazoo Department of Public Safety <i>Matt Huber</i> (Alt. Chris Franks)	Kalamazoo County Sheriff's Office <i>Richard Fuller</i> (Alt. Michelle Greenlee)
Township of Kalamazoo Police Department <i>Bryan Ergang</i> (Alt. Scott Jackson)	Portage Department of Public Safety <i>Nick Arnold</i> (Alt. Jeff VanderWiere)
Kalamazoo County Medical Control Authority <i>Michael Bentley</i> (Alt. William Fales)	Kalamazoo County Fire Chief's Association <i>Gerry Luedecking</i> (Alt. Chip Everett)

ITEM 3 – APPROVAL OF MEETING MINUTES

- A. Regular Meeting Minutes from March 5, 2025

ITEM 4 – CITIZENS' TIME

The Committee welcomes members of the public to express their ideas or concerns about issues affecting Kalamazoo County Consolidated Dispatch Authority. Members of the public wishing to speak are requested to stand and state their full name and address for the record. Each member of the public is limited to four minutes or less.

ITEM 5 – FOR CONSIDERATION

- A. Administrative Monthly Report (Report will be distributed once compiled)
- B. Old Business
 - 1. Calhoun County Transition – LE to AES Encryption & Fire to MPSCS
- C. New Business
 - 1. Proposed NEW Fire Talkgroups – 39CFPAG, 39CFOPS, 39MFPAG, 39MFOPS
 - 2. Behavioral Health Crisis Calls
 - 3. Tyler Public Safety System – Server Migration & Upgrade
 - a. ASAP – Network Configurations for Law Enforcement using LERMS
 - b. June 30th – Functional Testing Must be Complete
 - c. August 26th – Migration to New Server Environment
 - 4. Law Enforcement Agencies – Two Factor Authentication
 - 5. CJIS Guidance – Criminal Justice Information Encryption Over Land Mobile Radio

ITEM 6 – OTHER ITEMS

- D. Announcements and Member Comments
- E. Next Meeting – July 2nd, 2025

ITEM 7 – ADJOURNMENT

KCCDA meetings are open to all without regard to religion, race, color, national origin, sex, sexual orientation, gender identity or expression, height, weight, familial status, marital status, disability, or any other legally protected class. The KCCDA will provide special aid or assistance to attend a KCCDA meeting and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities, upon four (4) business days' notice to the KCCDA. Individuals with disabilities requiring auxiliary aids or services should contact KCCDA by emailing admin@kccda911.org or calling (269) 488-8911.



MEETING MINUTES

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE March 5, 2025 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Scott Merlo at 10:00 a.m. on Wednesday, March 5, 2025, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Scott Merlo (WMUPD), Matt Huber (KDPS), Bryan Ergang (KTPD), Mike Bentley (KCMCA), Nicholas Arnold (PDPS), Gerry Leudecking

Others Present: Logan Bishop, Ryan McGregor, Jeff Troyer, Torie Rose, Jon Moored, Marty Ftacek, Justin Johnson and Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. Regular Meeting Minutes from January 8, 2025

“Motion by Mr. Arnold, second by Mr. Huber to approve the Regular Meeting Minutes from January 8, 2025, as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - CITIZENS' TIME

There was none.

ITEM 5 – FOR CONSIDERATION

A. Administrative Monthly Report

Mr. Troyer stated the Administrative Report will be distributed when completed. He highlighted that progress had been made on the backup center in Portage and the Tyler upgrade and Windows migration were well underway. He stated staff was finalizing quotes on the Vesta refresh project.

B. Old Business

1. UPDATE: AI Non-Emergency Call Taking

Mr. Troyer stated that the Suggestions, Complaints and Accolades Form in the packet would include items sent from Portage. He requested that agencies send anything about dispatch to Administration. The resistance level on the AI system has been increased to three and Aurelian has made enhancements to the transcription functionality. He noted that the resistance level will not be increased again any time soon.

Ms. Rose asked if anyone found any calls for service that were not being entered into CAD timely that were handled by AI, to please let Administration know.

C. New Business

1. Calhoun County Law Enforcement – Transition o AES Encryption

Mr. Troyer stated that on June 1, Calhoun County will transition the law enforcement agencies in their county to AES encryption. This was just a heads up for cross county line discussions. Calhoun will be transitioning the fire agencies to the MPSCS system as well and KCCDA will be meeting with Calhoun County Consolidated Dispatch Authority soon to discuss interoperability for agencies providing mutual aid.

2. REVISED LOA Talk-group Access – Kalamazoo County Emergency Management

Mr. Troyer stated that Emergency Management requested the primary law enforcement talkgroups to be programmed into their radios including the radio cache. He recommended approval of the request after an MOU is executed between Emergency Management and KCCDA, background checks and fingerprints are completed, as well as all required CJIS Security Awareness Training. Troyer advised it will go a long way for the relationship between KCCDA and Emergency Management. He noted that no agency can give Emergency Management access to their single agency because talk-groups are assigned to more than one agency, so the approval needs to be from all agencies. Discussion occurred.

“Motion by Mr. Arnold, second by Mr. Huber, to deny the Kalamazoo County Emergency Management access to KCCDA talk-groups.”

On a voice vote, **MOTION CARRIED.**

3. REVISED SOP 04.02 – Mayday Firefighter Emergency

Ms. Rose stated she received a request from the KCCDA Training Supervisor to change the firefighter mayday alert tone. It has been Alert Tone 1, and the request is to change it to Alert Tone 3 so it will be easier to identify. Fire and Law Comm Ops were both in favor of the change.

“Motion by Mr. Ergang, second by Mr. McGregor to change the firefighter Mayday Alert Tone from Alert Tone 1 to Alert Tone 3.”

On a voice vote, **MOTION CARRIED.**

4. REVISED SOP 09.06 – Mass Casualty Incident

Mr. Troyer presented revised SOP 09.06, noting the mass casualty incident group reviewed the proposed changes. He noted the Supervisor would reach out to the NCC and acquire special event talk-groups. Different plan levels were presented. Mr. Troyer recommended approval.

“Motion by Mr. Huber, second by Mr. Ergang to approve revised SOP 09.06 – Mass Casualty Incident as presented.

On a voice vote, **MOTION CARRIED.**

5. Additional CAD Disposition Codes

Mr. Rose stated she was asked by Kalamazoo Township to bring this item forward. Axon is used for body cameras and the retention period is not long. If the seven disposition codes provided are used, agencies can change the retention period. Law Comm Ops approved the proposed codes. An X will be used at the beginning of each code, so they all fall to the bottom of the list.

“Motion by Mr. Arnold, second by Mr. Ergang to approve the additional disposition codes proposed with the addition of an X at the beginning.”

On a voice vote, **MOTION CARRIED.**

6. Standard MOU – Imprivata End-User Agency Agreement

Mr. Troyer stated the MOU would allow law enforcement agencies to join KCCDA’s Imprivata multi-factor authentication system with an administrative fee. Charges are broken down by number of users. KCCDA IT would support smaller agencies, but larger agencies would need to have their own support, as most smaller agencies don’t have IT support. If approved, the MOU will be sent to the Board for approval due to the charging of administrative fees.

“Motion by Mr. Arnold, second by Mr. McGregor to approve the MOU - Imprivata End-User Agency Agreement as presented.”

On a voice vote, **MOTION CARRIED.**

7. Resolution 2025-01 – Radio Template Project

Mr. Troyer stated the Board approved \$60,000 allocated for radio template updating. Due to the assets being in MPSCS’s radio management system, this resolution will allow for delegation of authority for the Executive Director to work with agencies individually. The project caps each agency at \$8,000. The Executive Director reports back to the Board on expenses.

Motion by Mr. Huber, second by Mr. Arnold to approve Resolution 2025-01 – Radio Template Project as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 7 – OTHER ITEMS

D. Announcements and Member Comments

There were none.

E. Next Meeting

The next regular scheduled Technical Advisory Committee meeting will be Wednesday, May 7, 2025, at 10:00 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

ITEM 7 - **ADJOURNMENT**

F. Adjournment

The meeting adjourned at 10:41 a.m.

From: [Michael Armitage](#)
To: [Kuhl, Chris \(DTMB\)](#); [Dubzak, Jerry \(DTMB\)](#); [Russo, Christopher \(DTMB\)](#)
Cc: [Robert Stahelin](#); [Regan Lucas](#)
Subject: IMPORTANT NOTICE Re: Interoperable Communications
Date: Tuesday, February 11, 2025 11:12:43 AM
Attachments: [image001.png](#)
Importance: High

Good morning, neighbors!

As part of the current upgrade to an MPSCS simulcast system in Calhoun County, law enforcement talkgroups will switch to AES encryption. **This notice is to inform you that Calhoun County Law Enforcement will switch to AES Encryption and new talkgroups by June 1, 2025.** A final cutover date will be provided as soon as we have that available from Motorola.

I have sent out updated MOUs to our surrounding counties. If you have not received one, please reach out to me.

If you have any questions, please feel free to let me know.

Thank you,
Michael A

Michael Armitage, MPA, ENP

Executive Director
Calhoun County Consolidated Dispatch Authority
315 W. Green St.
Marshall MI 49068
Office: 269-781-9709
www.calhounmi911.gov/



September 23, 2024

Kalamazoo County Dispatch Authority
Executive Director Jeff Troyer
7040 Stadium Drive
Kalamazoo, MI 49009

Dear Executive Director Troyer,

Calhoun County Consolidated Dispatch Authority grants permission for the Kalamazoo County Dispatch Authority, along with agencies dispatched by them, to have access to the following radio talk groups contained within the Michigan Public Safety Communications System:

13LEIN	County LEIN	LAW
13SPEV1	Calhoun Co. Special Event 1	INTEROP
13SPEV2	Calhoun Co. Special Event 2	INTEROP
13SPEV3	Calhoun Co. Special Event 3	INTEROP
13OPS10	Calhoun Interop 10	INTEROP
13OPS11	Calhoun Interop 11	INTEROP
13P911B	PD Secondary Dispatch	LAW
13PCNTY	PD County Dispatch	LAW
13PMTRO	Metro PD Dispatch	LAW
13PTAC6	PD TAC 6	LAW
13PTAC7	PD TAC 7	LAW
13FCNTY	Calhoun Co. Fire Dispatch (County)	FIRE
13FMTRO	Calhoun Co. Fire Dispatch (Metro)	FIRE
13FG3	Calhoun Co. Fireground 3	FIRE
13FG4	Calhoun Co. Fireground 4	FIRE
13FG5	Calhoun Co. Fireground 5	FIRE
13FG6	Calhoun Co. Fireground 6	FIRE
13FG7	Calhoun Co. Fireground 7	FIRE
13FG8	Calhoun Co. Fireground 5	FIRE
13F911	Calhoun Co. Fire Mutual Aid	FIRE

To comply with CJIS regulations, authorization for law enforcement talkgroups is only extended to radios assigned to law enforcement and agencies with authorized LEIN access (example: dispatch center).

Please contact me if I can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Armitage", with a long, sweeping horizontal stroke extending to the right.

Michael Armitage
Executive Director
Calhoun County Consolidated Dispatch Authority

Michigan State Police

Land Mobile Radios and Encryption of Criminal Justice Information



This correspondence is being distributed to all Michigan Criminal Justice Information Systems (CJIS) user agencies to provide guidance on the dissemination of criminal justice information (CJI) over land mobile radio (LMR). This guidance should be reviewed in conjunction with the [Michigan CJIS Administrative Rules](#) and the current version of the [FBI Criminal Justice Information Services Security Policy \(CJISSECPOL\)](#).

Issue:

Dissemination of CJI (obtained from both Michigan and the Federal Bureau of Investigation [FBI]) over LMR must comply with the same requirements for wired communications: CJI must only be disseminated to authorized agencies, entities, or persons; and CJI must be encrypted with in accordance with the CJISSECPOL standards.

Background:

Michigan's public safety community (i.e., law enforcement, fire, and dispatch centers) routinely communicates using radio systems, consisting of both fixed and mobile units, run by local municipalities and the state's Michigan Public Safety Communications System (MPSCS). These radio systems employ channels and talk groups to separate the various communications by agency type or level of confidentiality of the information being communicated (to include CJI). Depending on the municipality/radio system, agencies not approved/authorized for access to CJI may have access to channels/talk groups used to communicate CJI, resulting in unlawful dissemination of CJI.

Beginning with CJISSECPOL v.5.0 (September 30, 2010), CJI transmitted outside the boundaries of a physically secure location was required to be encrypted to the Federal Information Processing Standard (FIPS) 140-2 certified standard, with a minimum bit length of 128. The only exceptions to this requirement were when CJI was transmitted over facsimile or by voice using a cellular device. Though there were few references to LMR in the CJISSECPOL, LMR was not included in either exception. Additionally, with the progression of LMR systems from analog to digital, the FIPS 140-2 certified standard, typically considered for data encryption, is applicable. Unfortunately, the lack of discussion, training, and/or auditing on the application of the CJISSECPOL encryption standard to LMRs left radio system users and administrators unaware and/or unclear of the CJISSECPOL encryption requirement.

Encryption of LMR transmissions is important for several safety and privacy reasons, including but not limited to:

- Prevents unauthorized dissemination of CJI.
- Protects public safety personnel by securing voice communications related to operational procedures.
- Protects law enforcement tactics and response/scene information during rapidly evolving events.
- Prevents the public broadcast/compromise of an individual's personal/health-related information which could be used for nefarious purposes.

During Michigan's 2023 FBI Criminal Justice Information Services Information Technology Security Audit, FBI audit staff assessed LMR compliance with the CJISSECPOL encryption standard and cited agencies for non-compliance. These findings solidified the need for further education and action to bring Michigan criminal justice agencies into compliance. Since that time, the FBI Criminal Justice Information Services Information Security Officer Section has been clear in numerous presentations and discussions that the encryption requirement applies to the dissemination of CJI over LMR.

This issue was presented to the Michigan CJIS Board in January 2024 for the Board's education on the issue and to partner with Michigan's public safety stakeholders to resolve the compliance matter. Discussion with Michigan's public safety stakeholders revealed that to an extent, the stakeholders were already aware of the requirements and were working toward a solution. The solutions identified will take multiple years and a significant amount of money (potentially in the tens of millions of dollars).

As of October 1, 2024, the CJISSECPOL encryption requirement for CJI in-transit outside the boundaries of a physically secure location is to employ cryptographic modules that are FIPS 140-3 certified, or FIPS validated algorithm of symmetric key encryption and decryption (FIPS197[AES]). In either case, a symmetric cipher key of at least 128-bit strength is required.

The Michigan State Police (MSP) and the CJIS Board understand that the implementation of CJISSECPOL required encryption on LMR systems will take time and will be expensive. Since the CJISSECPOL requirement is in effect and sanctionable (by the FBI), the MSP's CJIS audit staff will audit to the requirement for educational purposes and require a written corrective action plan be submitted for findings of non-compliance. However, the lack of CJISSECPOL required encryption will not lead to sanctions imposed by the MSP until October 1, 2026.

After October 1, 2026, the MSP's CJIS audit staff will audit to the requirement and require a written corrective action plan be submitted for findings of non-compliance. Corrective action plans that do not achieve compliance within 30 days of the audit will initiate the MSP CJIS sanctions process, which is a cooperative and progressive process for agencies to report their progress towards compliance.

The following chart lists some of the cryptographic algorithms currently available for use on LMR systems:

Encryption	Description/Key Length	CJIS Compliant (Yes/No)
Advanced Digital Privacy (ADP)	40-bit encryption. Also referred to as ARC4.	No
Data Encryption Standard - Output Feedback (DES-OFB)	64-bit encryption.	No
Advanced Encryption Standard (AES)	128, 192, or 256-bit encryption.	Yes

Additional information on CJISSECPOL encryption standards can be found in controls SC-13, SC-28, and Appendix G. Additional information on FIPS 140-3 cryptographic module certification can be found at [Approval and Issuance of FIPS 140-3 | CSRC](#). Information on FIPS validated cryptographic modules can be found using the [Cryptographic Module Validation Program Search](#).

Compliance:

Michigan CJIS user agencies utilizing LMRs must take immediate action to comply with and adhere to the following:

- *Dissemination of CJI over LMR must be limited to channels and talk groups accessible only to agencies that have been approved/authorized to access Michigan CJIS and CJI in accordance with the Michigan CJIS Administrative Rules.*

Rule 28.5201 of the Michigan CJIS Administrative Rules lists the agencies that may be approved for access to Michigan CJIS and CJI and the requirements for approval to access Michigan CJIS and CJI. Agencies approved by the MSP for access to CJIS and CJI are assigned an Originating Agency Identifier (ORI) specific to their level of authorized access. Since FBI CJI is generally obtained via Michigan CJIS, the Michigan CJIS Administrative Rules also apply to FBI CJI.

- *Dissemination of CJI over LMR must be encrypted in accordance with the CJISSECPOL (SC-13).*

Questions related to this guidance should be directed to the MSP CJIS Information Security Officer (ISO) at MSP-CJIS-ISO@michigan.gov.