

**PSAP Grant Committee
Meeting
Thursday, March 12, 2015
1:00 PM–
VITA/CEC**

Committee Members Present

Jerry Smith	Mike Goetz	Allan Weese
Donna Brown	Sheriff Diggs	Shannon Williams
Bob Layman		

Staff Present

Dorothy Spears-Dean	Lewis Cassada
Lisa Nicholson	Terry Mayo

1. **Call to Order**

Chairman Layman called the meeting to order at 1:02 PM.

2. **Approval of Minutes**

Chairman Layman called for approval of the Minutes from December 4, 2014. Mr. Jerry Smith put forward the motion to approve the Minutes of December 4, 2014, and Mr. Allan Weese 2nd the motion for approval. There were no changes to the minutes, and they were approved as written; **7-0-0**.

3. **NG9-1-1 Feasibility Study**

Ms. Lisa Nicholson gave a brief review of the project drivers which were: retirement of the current analog network, as Carriers have begun a transition to IP-based telephony by abandoning circuit-switched technologies. The providers have announced that they will no longer sell or maintain CPE; transitional 911 service providers have announced their intention to exit the marketplace; shift to consumer expectations and behaviors which will result in advances in technology as the current 911 system cannot effectively address the public's increasing use of wireless

telephones, texting, VoIP telephony, and broadband applications. Ms. Nicholson said that the feasibility study goals are to provide multiple solutions for the design of a single, statewide IP based 911 network; address system design, procurement, implementation, operation, and governance issues; develop a multi-phase efforts to address generational technology issues; and to support a long-term strategic approach to improve 911 service delivery. Ms. Nicholson also briefed the Committee on the guiding principles of the study which are that 911 is an essential, local/regional service. The study also pointed out that there is a need to address all of 911 and not just NG911. Also, “full” stakeholders need to be involved and service must not be degraded. The study also identified that economies need to be leveraged and that the option of doing nothing is **not** an option. Ms. Nicholson then gave the Committee a brief listing of what the study is recommending for the PSAP Grant Program. Ms. Nicholson said that there are a total of 14 recommendations from the study and that 8 will be addressed in the first year. The focus of the first year recommendations is on increasing efficiency in preparation for NG911 (this is the multi-jurisdictional approach where the projects become the primary strategy of the PSAP Grant Program). Ms. Nicholson also said that this approach will allow expansion in subsequent years. Ms. Nicholson said that the operational recommendation for the first year focuses on understanding the operational feasibility of implementing NG911 by reviewing current PSAP operations to develop specific recommendations for a statewide ESInet by establishing a state contract for PSAP equipment; that all call handling equipment should be NG911 ready; and provide incentives by encouraging PSAPs to act regionally when procuring NG911 ready CPE, CAD systems, and voice logging equipment. Also, the operational recommendations for the second year would be to “pre-qualify” and purchase PSAP systems via state contracts; technical and project management support for regional CAD projects; and incentives for PSAPs to move forward to a centralized voice logging system and store data on these systems. Also, the study calls for assessing PSAP interoperability to reduce options for configuring map displays. Ms. Nicholson talked about the “technical” study of the Feasibility report in which it was identified that ALI/MSAG analysis is not identified as a PSAP Grant Program recommendation, but the Committee needs to be prepared to address the potential for funding to address statewide data correction needs. Also the study recommends the review of the GIS funding matrix and prioritization of GIS-related projects. After the first year, the study recommends implementation of one shared CPE platform to increase capacity. Ms. Nicholson said that the “policy and political” considerations that were brought forth by the study suggests that the additional grant funding to PSAPs to incentivize NG911 implementation be

provided, especially those interested in pursuing regional approaches. The “economic” portion of the study suggests realigning and re-prioritizing the PSAP Grant Guidelines in order to encourage NG911 transition.

Dr. Spears-Dean then addressed the Committee, and asked the members of the Grant Committee to introduce themselves.

Dr. Spears-Dean talked about the implementation strategy and how it relates to the “Grant Guidelines.” Dr. Spears-Dean talked about the “statewide equipment contracts.” It was recommended that PGC develop CPE, CAD and voice logging requirements for a statewide “Request for Proposal” (RFP) that will be discussed at the PSAP Grant Committee (PGC) Meeting scheduled for April 27, 2015. Dr. Spears-Dean said that after that meeting, the PGC will meet monthly to develop PSAP equipment requirements. Staff is recommending that the Committee make use of VITA’s procurement authority to issue the RFPs and the recommendations in context of FY2017 PSAP Grant Guidelines. Dr. Spears-Dean said that CAD and logging equipment will be handled sequentially with the CAD RFP to be done in October 2015 and awarded in December 2015. The Logging RFP is to be done in January 2016, and to be awarded in March 2016. Dr. Spears-Dean talked about “Regional Encouragement.” She said that it is not about geography, but the number of PSAPs participating in a single project based on a common need; incentivize PSAPs to participate in multi-jurisdictional projects to increase efficiency in preparation of NG911 variance in CPE and CAD systems which may impede transition to NG911. Dr. Spears-Dean said that “logging” should be centralized and part of the ESInet. Dr. Spears-Dean talked about how this relates to the Grant Guidelines. She said that staff introduced the “Shared Services” Program. She said that at the last E911 Service Board meeting staff provided an overview of where this was occurring. Dr. Spears-Dean said that staff is proposing a revamping of the “Programmatic” areas of the Grant Guidelines. The recommendation is that Continuity/Consolidation and Enhancement be removed and that two new programmatic areas be created which are: 1) Shared Services and; 2) Single PSAP. Dr. Spears-Dean said that the “shared services concept” provide more funding. The single PSAP is looking at it from a legacy perspective. The study recommends that regional initiative grant type will be eliminated in 2017. The funding threshold that would be available to localities for shared services projects would be \$175,000 per PSAP with no cap on the number of participants on the award amount (the impact is \$25,000 per PSAP). Under “Shared Services Program” the priorities will be: CPE; ESInet projects; primary mapping; GIS high; physical consolidation;

call accounting; CAD; logging systems; text to 911; and consolidation studies. The study is recommending adding ESInet projects; Text to 911; and voice logging systems. The PSG Committee members then engaged in a brief discussion on “connectivity.” Dr. Spears-Dean then discussed the impact of the “Single PSAP Program” where the maximum funding amount is to remain \$150,000. Dr. Spears-Dean asked the Committee for feedback. The Committee stated that it is in agreement to move forward with the creation of the two new programmatic areas: Shared Services and Single PSAP. Dr. Spears-Dean said that staff will work out the tiers issues and the fact that the Committee does not have any consensus on the “connectivity” piece. The Committee stated it would like for the dialogue to be done at the “town-hall” meetings to discuss the Single PSAP Program in which the maximum funding amount to remain at \$150,000. Dr. Spears-Dean said that the priorities are limited to those currently identified within the “Continuity and Consolidation Program”, and practical for an individual PSAP to undertake. Dr. Spears-Dean said that the PSAP group training will be addressed within the “Wireless Education Program” (WEP). Dr. Spears-Deans said that the study is suggesting changing the name of the Wireless Education Program to the 911 or PSAP Education Program. She said that this is to provide a mechanism for more regional training to increase the funding threshold for multi-jurisdictional WEPs. It was decided that staff will look at and decide whether to change the name to “PSAP” Education or “911” Education Program. The Committee did not have a precedent in the name change. Dr. Spears-Dean informed the Committee that staff will conduct an analysis of ALI/MSAG for at least 30 localities by September 1. They will be analyzing the results to determine statewide implications. Staff is recommending that the GIS matrix be eliminated and only fund GIS high projects – the focus of this category will be on NG911 data preparation. Staff is recommending that the program no longer provide funding for GIS medium and GIS low projects. Dr. Spears-Dean asked for feedback on eliminating the matrix and only fund GIS high projects and not medium and low projects. Shannon Williams asked Dr. Spears-Dean to refresh the Committee’s memory on what is a “high” or “medium” GIS project. Dr. Spears-Dean said she will provide a listing to the Committee. Donna Brown asked to be a volunteer in the ALI/MSAG analysis.

4. **New Business**

Ms. Nicholson informed the Committee about the waiver for the out-of-state training opportunities. Ms Nicholson said that some PSAPs have requested to attend the International 2015 APCO Conference which is being held in Washington, D.C. Staff is

recommending that the Committee waive the waiver for the out-of-state training to the Board for this conference since it is in Washington, D.C. The Committee was in agreement.

5. **Committee Report to the Board**

Dr. Spears-Dean informed the Committee that this is not necessary, as the Board has already discussed the items at its meeting prior to this PSAP Grant Committee Meeting today.

6. **Public Comment**

Chairman Layman asked for public comments. Sheriff Diggs asked about the need for three vendors on state contracts. Dr. Spears-Dean's commented that this has to do with economies of scale.

Dr. Spears-Dean then commented that Ms. Lisa Nicholson will be sending out a meeting maker for the May and June meeting dates. Ms. Nicholson will also be sending out a draft of the Guidelines to the Committee prior to April 1, 2015.

Dr. Spears-Dean informed the Committee that the next meeting will be April 9, 2015. The meeting was adjourned by Chairman Layman at 3:37 PM.

Respectively Submitted by Terry Mayo

Date