

PSAP Grant Committee Meeting
Thursday, April 9th 2015
10:00AM VITA/CESC

Committee Members Present

Jerry Smith Mike Goetz Allan Weese
Bob Layman Sheriff Diggs

Committee Members Absent

Shannon Williams Donna Brown

Staff Present

Dorothy Spears-Dean Lisa Nicholson Lewis Cassada

1. Call to Order

Mr. Bob Layman called the meeting to order at 10:09 AM.

2. Approval of Minutes

Mr. Layman called for approval of the minutes of the March 12, 2015 meeting. Sheriff Diggs made the motion and Mr. Jerry Smith seconded. The minutes were approved as written, 5-0-0.

3. Review of Financial and Programmatic Reports

Ms. Lisa Nicholson reviewed the financial and programmatic reports. There were no Staff issues to bring before the Committee. Mr. Layman called the motion. Mr. Allan Weese made the motion to accept the financial and programmatic reports as submitted, and as recommended by staff. Sheriff Diggs seconded the motion. The motion passed 5-0-0.

4. Review of the Grant Extension Requests

Ms. Nicholson reviewed grant extension requests from Augusta, Buchanan, Hampton, Highland and New Kent. Staff recommended the approval of all five requests. Mr. Layman called for a motion, and Mr. Mike Goetz made the motion to approve the extensions as requested. Sheriff Diggs seconded the motion. There was discussion about the Hampton request ; Hampton would not need to make a formal presentation to the Board. Also discussed was the option to grant a blanket 12-month extension for all five requests. The original motion was not changed, and passed 5-0-0.

5. FY2017 PSAP Grant Guidelines

Ms. Dorothy Spears-Dean reviewed the proposed changes made to the grant guidelines at the March 12th meeting. All but two of the changes were added to the guidelines as proposed. Those two exceptions concerned ESInet projections and IP connectivity, and State purchasing contracts. The committee reviewed the new language and consensus was to accept them.

Ms. Spears-Dean reviewed several global changes throughout the grant guidelines. Committee consensus was to accept all of the global changes as presented.

Ms. Spears-Dean reviewed changes to the PSAP Education Program. There was committee discussion on multi-jurisdictional funding, reporting requirements, per-diem, and waiver requests. Sheriff Diggs made a motion to remove out of state waiver requirements from the grant guidelines. Mr. Smith seconded the motion. The motion passed 5-0-0. Consensus was to accept the proposed changes to the PSAP Education Program as written. Staff will also amend the program brief, clarifying that financial and programmatic

reports are not required for the WEP, and that per-diem is only available for overnight stays.

The Committee discussed the changes to the shared services program. Consensus was to accept the changes as written. Staff will all language to clarify that the lead PSAP of a shared services project will be funded for the full amount of the project, funding will not be split among the sharing PSAPs.

The Committee discussed changes to the individual PSAP program. Consensus was accept the changes as written.

The Committee discussed changes to the text-to-9-1-1 projects. Consensus was to accept the changes as written.

The Committee discussed changes to the GIS matrix projects. Consensus was to accept the changes as written.

The Committee discussed changes to the rankings. The consensus was to change the rankings based on priority; call handling - shared services will be rank #1, call handling - individual PSAP rank #2. That logic would be carried throughout the ranking spreadsheet. Aggregator text-to-9-1-1 approach would be rank #25.

The Committee discussed the multi-jurisdictional project definition. Consensus was to accept the definition as written. Host applicant language will be added to the program brief for the PEP.

The Committee discussed the NG9-1-1 ready definition. The definition will be changed from "at the individual work station" to "at the call handling interface".

The Committee discussed the recurring costs definition. The consensus was to accept it, but requested that it be made less wordy and more succinct. Extra verbiage would be added to the budge narrative section.

Ms. Spears-Dean reviewed several parking lot issues for the Committee. Consistent deadlines, process changes, clarifications on consolidations, grant extension request period, budget narrative, amounts available, and multi-year funding were the items covered. Mr. Smith would prefer that applications be directly sent the ISP Grants Program Manager directly, instead of a Regional Coordinator. There was a long discussion on multi-year funding but consensus was to leave the language as-is.

Ms. Nicholson stated that VITA Finance was requesting a "detailed" invoice for grant payment requests. Guidelines may need to be updated to reflect that.

Mr. Layman called for a motion to accept all discussion items in reference to the FY17 PSAP Grant Guideline changes. Mr. Weese made the motion, and Sheriff Diggs seconded it. The motion passed 5-0-0.

6. Old Business

Ms. Spears-Dean clarified that Verizon is the only LEC currently planning to exit 911 marketplace in terms of service or maintenance.

7. New Business

Term limits for the PGC members was discussed. Two members will be leaving the Committee, and there is a question about the term lengths of two other members. VITA staff will review the appointment dates of those members.

8. Public Comment and Closing

Derrick Ruble from Tazewell expressed appreciation for the Committee regarding multiple shared service grants.

Ms. Cheryl James asked for the names of the PSAPs who had grant extension requests approved.

A representative from the Manassas Park PSAP asked of the definition of "Primary PSAP" was going to change since "Wireless" was dropped from the E-911 Services Board name. With NG9-1-1, a PSAP like Manassas Park will have to make the same upgrades as a "Primary PSAP". Since they have to make the same upgrades, would they be eligible for the same grants. Mr. Marzolf and the Committee discussed the issue. Consensus was that the General Assembly would need to change Code for the Committee to make a non-primary wireless PSAP grant eligible at this time. This will be a parking lot issue.

There was no further public comment from the audio bridge or the room. Mr. Layman asked for a motion to adjourn. Sheriff Diggs mad the motion and Mr. Smith seconded it. The meeting adjourned at 12:40PM.

The next meeting will be May 21st at 10:00AM at CESC.