

E911 Service Board Meeting
 January 14, 2016
 10:00 AM - CESC

Members Present:	Dr. Jeffrey Stern	Stephan Hudson
	David Von Moll	Danny Garrison
	Jim Junkins	Diane Harding
	Kevin Hall	Bob Layman
	Kathleen Seay	Dennis Hale
	Nelson P. Moe	Adam Thiel - Advisor
Members Absent:	Anthony McDowell	Jolena Young
Remote	Culpeper	Abingdon
	Roanoke	
Staff Present:	Dorothy Spears-Dean	Joshua Heslinga - Counsel
	Steve Marzolf	Terry Mayo
	Lewis Cassada	

1. CALL TO ORDER

Chairman Stern called the meeting of the E911 Service Board to order at 10:00 AM. Dr. Dorothy Spears-Dean did a roll call of the Remote Regional Facilities on the audio conference. All Regional Facilities were on-board and accounted. Chairman Stern introduced and welcomed Stephan Hudson, new Board Member, to the Board.

2. APPROVAL OF THE MINUTES FROM NOVEMBER 12, 2015

Chairman Stern asked for changes/additions to the November 12, 2015 E911 Service Board Minutes. Mr. David Von Moll made a motion to approve the Minutes of November 12, 2015, and Mr. Robert Layman 2nd the motion for approval. The Minutes of November 12, 2015 were approved; **11-0-0**.

3. FINANCE COMMITTEE REPORT

The Finance Committee Chairman, Mr. David Von Moll, addressed the Board and said that the Committee met on December 3, 2015 to discuss what is available for the PSAP Grant funding this year. The Committee also discussed the potential

funding models going forward. Mr. Von Moll turned over the discussion to Mr. Steve Marzolf who briefed the Board on the figures that determined what is available for the PSAP Grant Committee. Mr. Marzolf said that \$30,987,423.51 was transferred from the Department of Taxation to the E911 Fund in FY2015. He said that out of that money expenses were incurred which included aide to localities; CMRS Cost Recovery; Salaries/Benefits; Other Expenses; VSP transfer; Compensation Board transfer; VGIN Transfer. Mr. Marzolf said the total left in the account as of June 30, 2015 was \$13,619,957.02. Mr. Marzolf said that the Board distributed less than it received. Mr. Marzolf talked about the cash reserve policy. He said that the Committee did not recommend any changes to that policy. Mr. Marzolf said that \$8,552,167.00 is projected for the FY2017 PSAP Grant Funding. Ms. Kathy Seay asked if the Board has any control over money that is transferred for State Police, etc. Mr. Marzolf said that the State Police does not take “Wireless Calls” anymore, and that staff has discussed this with Counsel, but the Board does not have any action over this, as the General Assembly said that this transfer must take place.

4. FY2017 PSAP GRANTS

The PSAP Grant Committee Chairwoman, Kathy Seay, addressed the Board and said that she is bringing to the Board the recommendations of the PSAP Grant Committee. Ms. Seay 1st briefed the Board on the significant changes with the FY2017 PSAP Grant Guidelines. She talked about the New Programs considered this year such as “Shared Services”; “Individual PSAP”; and “PSAP Education Program (PEP)”. Ms. Seay said that PEP is replacing the Wireless Education Program. Kathy Seay also talked about the “priorities” that have been set to streamline the Grants, and that the Committee has begun to address NG9-1-1. Ms. Seay said that the Committee met on December 10th, and made recommendations on the 155 grants it received which totaled \$12,648,749 in grant requests. She said that there were four applications that were not recommended for funding because they did not meet the guidelines. The applications that were not recommended for funding are: Botetourt; Hampton; Louisa; and Twin County. Ms. Seay said that the Committee received some additional projects for GIS, a Fairfax County ESInet Project; Greenville Shared Services Project; and Augusta, Clarke, and Martinsville-Henry Time Sync and UPS projects. Ms. Seay said the Committee is recommending that \$8,066,886, which is available, be used to fund the PSAP Grants through Priority #31. Chairman Stern called for a motion from the Board to accept the PSAP Grant Committee’s recommendation. Mr. Robert Layman 2nd the motion. Nelson Moe asked if this funding recommendation is normal. The Committee commented yes, and the vote was taken. All approved; **11-0-0**.

Kathy Seay said that the Committee is recommending that the remainder of the money left that is available be awarded to the Priority #32 grants received. Ms. Seay turned over the rest of the discussion to the Coordinator, Dorothy Spears-

Dean. Dr. Spears-Dean said that there were three grants that met the qualification of Priority #32. ISP staff worked with the localities to revise their applications to include stand-alone phases with related costs. The goal was to produce tangible and usable products for revised grant awards. The general approach taken by the locations was to focus initially on local data to determine improvements or corrections for a regional model. Dr. Spears-Dean said that the three applications were: King and Queen; Roanoke; and Tazewell. She said that the three total grant applications were \$486,650.00, and this will exceed the available funding by \$1,400. Dr. Spears-Dean said that the criteria for evaluating these revised applications were if the proposed scope of work support a stand-alone project; does the participating localities and state derive benefit if the project is completed; and if any follow-up issues should occur, the localities will be able to handle locally? Dr. Spears-Dean said that the issue of “multi-year funding” came up in the discussions. Dr. Spears-Dean said that staff and the Committee is recommending that language be developed to address “multi-year funding” saying that the scope of work contained in each of the original grant applications have been set aside. As a result of this discussion, staff is recommending that the Board approve the recommendation for the \$486,650 for the three localities. Chairman Stern called for a motion. Kathy Seay made the motion that the Board accepts staff’s recommendation, and Danny Garrison 2nd the motion for approval. Mr. Von Moll asked if there is value in the interim in the projects to be done, and if it is actually being put in production. Dorothy Spears-Dean answered yes on both questions. Mr. Steve Marzolf commented that the Northern Virginia Project for ESInet is going to be top of the scale in the future; however, he could not guarantee this could be funded next year, but these three projects can stand alone. Mr. Jim Junkins, Vice-Chairman, asked if individually the grants could be wholly funded with the amount requested. Dr. Spears-Dean said they are all in the same rank and similar. Kathy Seay asked if the Committee set precedence in going back and revising these applications. Dr. Spears-Dean said no. The discussion continued with questions from Nelson Moe and Chairman Stern. Chairman Stern then called for the vote. All approved; **11-0-0**.

5. OLD BUSINESS

- **Update on Legislation:** Mr. Steve Marzolf briefed the Board on HB756 which is being brought forward by Delegate Scott Lingamfelter that designates the E911 Services Board as the 911 Service Board. The Bill also revises the powers and duties of the Board and directs it to support and assist public safety answering points in the provision of 911 operations and services; plan; promote and assist in the statewide development; deployment and maintenance of an emergency services IP network to support future 911; and other public safety applications and technologies; and consult and coordinate with other entities, etc. Mr. Marzolf said that this Board is not expecting, or heard of any opposition to this Bill.

Mr. Marzolf also said that there is a 2nd Bill, HB40 which requires each public safety answering point by July 1, 2019 to be able to receive and process calls for emergency assistance sent via text message which is being introduced by Delegate Kaye Kory. Mr. Marzolf said that the Federal Communications Community has already provided legislation requiring this, and he does not expect opposition to this Bill.

The link to the web site is: <http://leg1.state.va.us/cgi-bin/legp504.exe?ses=161&typ=bil&val=HB756>

Mr. Marzolf informed the Board that the Federal Communications System has presented a report on states that divert 911 funds for other purposes. He said that staff and the Board have been reporting this issue for some time, but this year the Board is on the “diversion list” for the 1st time. Mr. Marzolf said that there is a comment period that must be done by February 14, 2016, and that staff and Counsel are working together to get this response. He said that being on the diversion list means the Board will not be entitled to a \$3,000,000 grant. Mr. David Von Moll asked about the two categories of divergence. Mr. Marzolf said that there is no separation in the categories.

6. NEW BUSINESS

- **Regional Advisory Council (RAC) Report:** Dr. Spears-Dean addressed the Board and said the Mr. Terry Hall, RAC Chairman, has asked to address the Board. Mr. Hall addressed the Board and said he was elected as Chairman of the RAC. He said that Jason Malloy was elected as Vice-Chairman. Mr. Hall presented the report of the Dec 8th meeting of the RAC. He said a face-to-face meeting will be held at CESC on January 26th, and that the majority of the meetings will be held electronic via web-ex and audio conferencing.
- **Text to 9-1-1 Update:** Dr. Spears-Dean addressed the Board and said that as of December 1st, 24 PSAPs have deployed text to 911 in Virginia; 20% of Virginia PSAPs have deployed this technology and 31% of Virginia Citizens now have this service. She anticipates that deployments will continue. Dr. Spears-Dean said that the Text to 911 resource page is available at <http://www.virta.virginia.gov/isp>. Dr. Spears-Dean showed the Board a map of where Text to 911 has been deployed in Virginia.
- **Preliminary Report on Data Analytics Pilot:** Dr. Spears-Dean addressed the Board and said Ms. Stefanie McGuffin, project lead, will be

providing the Board an update on the project. Mr. Marzolf addressed the Board 1st and gave an overview of the project. He said the problem statement is that there is minimal data collection currently; and that one of the guiding principles is to not degrade service. Mr. Marzolf said the PSAPs need to be able to monitor system performance; they need a baseline of service before NG911. He stated that currently there are no performance data on the existing network for routing of wireless calls; location data provided (WPH1/WPH2); and call setup/delivery times (are they being routed properly). Mr. Marzolf said that staff started this data analytics pilot. A market research of potential solutions was done. He said that staff approached Fluvanna and Waynesboro and surrounding PSAPs and did a three months pilot. Mr. Marzolf said that there was only one company that met the criteria of the Pilot, and that was ECATs. Mr. Marzolf then turned over the presentation to Ms. Stefanie McGuffin. Ms. McGuffin talked about data and the concept of data and data analytics. Ms. McGuffin gave here presentation demonstrating to the Board the software and program. In conclusion of her presentation, Ms. McGuffin summarized that the Pilot showed that 9% of all 911 calls get transferred. She also said that call transfers consume time and ultimately delay response. She said that in November 2015 there were 406, 911 call transfers among the Pilot participants. Chairman Stern thanked Ms. McGuffin and staff for the detailed report. Mr. Marzolf commented that the Pilot has help staff identify some issues.

- **CMRS Subcommittee Report:** Dr. Spears-Dean informed the Board that the CMRS Subcommittee met before this Board Meeting. Chairman Stern made a motion that the Board approves the 2015 closure report of the CMRS Subcommittee. Mr. Nelson Moe 2nd the motion to approve. All approved; **11-0-0**. Chairman Stern made a motion that the Board accepts five of the six recommended FY2017 Cost Recovery Funding Requests, with the exception of one, AT&T. Staff is conducting additional research on whether or not AT&T completed a good-faith effort. Mr. Nelson Moe 2nd the motion to approve. All approved; **11-0-0**.
- **Other New Business:** Chairman Stern asked Adam Thiel, Advisor to the Board, to report on responders, and how they are going to tap into VoIP. Advisor Thiel said that Dorothy Spears-Dean and he attended a Round Table on “FirstNet”. He then briefed the Board on the Round Table. Advisor Thiel also said that the website is www.fedsvisops.com and it is also on the Interoperability web-site should the Board wish to view it.

Mr. Nelson Moe asked if 911 is keeping up with the advancing technology? He also asked how it affects 911. Chairman Stern said yes, and that the Board has talked about this in the past. Chairman Stern asked that this question be put on the agenda at an upcoming meeting.

Chairman Stern asked for questions from the Board, and there were none.

7. PUBLIC COMMENT

Chairman Stern called for public comments at CESC and the remote locations.

No comments from the remote sites.

No comments from CESC.

8. ADJOURNMENT OF THE MEETING

Chairman Stern adjourned the meeting of the Board at 11:49 AM.

Respectfully Submitted:

Terry D. Mayo

(Date)