

E-911 Service Board Meeting
 July 23, 2015
 10:00 AM - CESC

Members Present:	David Von Moll – Acting Chairman	Robert Kemmler
	Jim Junkins	Bob Layman
	Diane Harding	Nelson P. Moe
	Danny Garrison	Anthony McDowell
	J.D. Diggs	Adam Thiel, Advisor
	David Ogburn, Jr.	
Members Absent:	Dr. Jeffrey Stern	Doug Middleton
	Kathleen Seay	
Remote	Culpeper	Abingdon
Staff Present:	Dorothy Spears-Dean	Joshua Heslinga - Counsel
	Steve Marzolf	Terry Mayo

1. CALL TO ORDER

Acting Chairman David Von Moll called the meeting of the E-911 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.

2. APPROVAL OF THE MINUTES FROM MAY14, 2015

Acting Chairman David Von Moll asked for changes/additions to the May 14, 2015 E-911 Service Board Minutes. Lt. Col. Robert Kemmler made a motion to approve the Minutes of May 14, 2015, and Sheriff J.D. Diggs 2nd the motion for approval. The Minutes of May14, 2015 were approved; **9-0-0** (Bob Layman had not yet arrived).

3. 9-1-1 COMPREHENSIVE PLAN

Dr. Spears-Dean informed the Board that inside their packet is a copy of the 9-1-1 Comprehensive Plan. Dr. Spears-Dean gave a brief background overview of the 9-1-1 Comprehensive Plan. She gave a summary of what the Plan is, and what the Plan is not. Dr. Spears-Dean said the Plan is shorter than the Strategic Plan, and that it is not a technical document. Dr. Spears-Dean talked about how the Plan was put together with project tasks. Dr. Spears-Dean talked about the tasks,

and mentioned that the Committee did have a representative from the Board, and it was Mr. David Ogburn. Dr. Spears-Dean talked about the Vision of the Plan, and stated that the Plan is different from the 2008 Comprehensive Plan. Dr. Spears-Dean talked about the guiding principles; strategic goals, which are seven of them (see 9-1-1 Comprehensive Plan).

Dr. Spears-Dean stated that since the tasks and goals have been identified, staff will begin moving forward on the Plan, and that this is dependent upon the partnership and commitment among the E-911, GIS, public safety stakeholders, and VITA, and requested that the Board approve the 9-1-1 Comprehensive Plan. Dr. Spears-Dean asked the Board for questions. Acting Chairman Von Moll stated a lot of work has gone into this Plan. He asked for questions and comments from the Board and public, and hearing none he asked for a motion for approval. Danny Garrison made a motion to approve the 9-1-1 Comprehensive Plan, and Mr. David Ogburn 2nd the motion for approval. All approved the motion; **10-0-0**.

4. POLICY COMMITTEE REPORT

The ISP Director, Steve Marzolf, addressed the Board and made a statement that he wanted to make sure that everyone knows that this 9-1-1 Comprehensive Plan is not a VITA Comprehensive Plan.

Mr. Marzolf moved forward by giving a background overview of why the Policy Committee was formed. Mr. Marzolf then gave a highlight of the Policy Committee Report. Mr. Marzolf said that the Policy Committee and staff worked on the recommendations from the March 12th meeting during which he informed the Board that MCP had a total of 57 Governance and Legislative recommendations; however the Committee and staff will only address 27 of the recommendations in the 1st year. The Committee focused on the Legislative and Governance section of the policy. Mr. Marzolf said that staff established a schedule for accomplishing the goals. He also said that accomplishments were made, such as getting a draft of the Legislation complete. Some of the other accomplishments were establishing guiding principles which has been talked about in the past with the Board. The guiding principles are: 9-1-1 is an essential, local/regional service; need to address ALL of 9-1-1 not just NG; full stakeholder engagement is needed; services must not be degraded; economies need to be leveraged; and that doing nothing is NOT an option. Mr. Marzolf then went over the 9-1-1 Ecosystem. He also talked about the Committee defining the "Role of the Board", and also suggestions to the Committee that NENA's specific i3 functions are considered.

Mr. Marzolf then talked about what the Board's Code says today, and how the Board was created. He talked about the Board's Powers and Duties. He also talked about the Local Requirements. Mr. Marzolf said that the Policy Committee is not looking to change the Legislation for the Public Safety Communications

Division at this time. Mr. Marzolf informed the Board that he has circulated some “draft legislation” that the Committee, along with Counsel, has developed ahead of time, and it is also included in the Board’s packet. He briefed the Board on comments received from outside of the Committee including comments from Mr. Steve McMurrer. Mr. Marzolf talked about the Revised Definition of ESInet which is “Emergency Services IP Network”, and is a shared public safety agency managed Internet Protocol (IP) network that is used for emergency services communications. An ESInet provides an IP transport infrastructure, capable of carrying voice and data and supports next generation 9-1-1 (NG9-1-1) core functions such as routing and location validation of emergency service requests. The ESInet is engineered, managed, and intended to support emergency public safety communications and 9-1-1 service. Mr. Marzolf said that a new definition for NG9-1-1 was identified. He stated also that a new section has been added called “Powers and Duties” which is to develop or adopt and publish standards for an Emergency Services IP Network and **core NG911 Services on that network** to ensure that enhanced public safety telephone services seamlessly interoperate within the Commonwealth and with surrounding states. He said that the Committee and staff have identified focusing on the highlighted statement – “**core NG911 Services on that network**”. Mr. Marzolf said that the Policy Committee focused also on changing the Board’s name. The Committee is recommending that the Board drop the E in E-9-1-1 and become the 9-1-1 Services Board. Mr. Marzolf informed the Board that the Committee talked about it in Code. An additional change proposed is that “Every county city or town in the Commonwealth shall be served by an E-911 system. The provision of 9-1-1 shall be considered an essential, local public safety service.”

Mr. Marzolf then asked for questions from the Board. There were a few questions from the Board. Acting Chairman Von Moll talked about the term of E-911 and he commented that the Board needs to know the strategy. Mr. Marzolf said that he agrees and the Committee has been struggling with whether to drop the “E”. Mr. Marzolf said that the Committee will continue to work with Counsel, Joshua Heslinga. Lt. Col. Robert Kemmler asked about line 51 on the red copy of the “draft legislation” which states “serving the Commonwealth of Virginia Residents.” Mr. Marzolf commented that it is too restrictive, so the Committee will look at it. Mr. Marzolf then referred the Board to the Chairman of the Policy Committee, Mr. Jim Junkins, to add additional comments and present the Committee’s recommendation. Mr. Junkins went over the Committee’s recommendations which are: Recommend approval of the “draft legislation to accomplish the renaming of the Board to 9-1-1 Services Board and to make all the references to the Board consistent; establish the Board’s ESI Net and core NG9-1-1 services standard setting authority; codify 9-1-1 as an essential, local, and public safety service. Acting Chairman Von Moll thanked the Policy Committee for their hard work. Acting Chairman Von Moll asked if the Committee is asking the Board to act on the proposed “Legislative Changes”. Mr. Marzolf said yes. Acting Chairman Von Moll called for a motion from the Board to approve the Committee’s recommendations. Lt. Col. Robert Kemmler made a motion to

approve the recommendations of the Policy Committee, and Mr. Robert Layman 2nd a motion to approve the Committee's recommendations. The Board voted and the motion was approved; **10-0-0**.

Mr. Marzolf then talked about the establishment of the "Regional Advisory Council". He said that Dr. Spears-Dean sent out information last week for individuals to serve on this Council. Mr. Marzolf said that staff is hoping to have the applications completed and the Council members named by August 26.

Mr. Marzolf continued to brief the Board about the next steps ahead, which will include completing the task/plan of action for the Comprehensive Plan; developing best-practices and standards which will be done once the Regional Advisory Council is formed. He also said that staff will be working on funding in coordination with the Finance Committee; developing the ESI Net RFI/RFP; working on identifying transition costs versus sustainment costs; and the funding models.

5. OLD BUSINESS

- **NG9-1-1 Feasibility Study Plan Update:** Mr. Marzolf talked about the tasks that the Board directed staff to undertake. He went over the approach, funding; ESI Net addressing/pricing and scheduling; and the ESI Net design/pricing accomplishments. Mr. Marzolf said he hopes to issue the RFI in September/October and have a response by November. He talked about "Best Practices and Standards," and about the Geospatial Foundation Schedule and that staff has completed an MSAG/ALI analysis for 30 localities by July 1. Staff is now analyzing results to determine statewide implications. Mr. Marzolf said that a RCL data standard work group has been established, and there have been three conference calls to date, and staff is drafting the data standard. Mr. Marzolf talked about the PSAP Grant Program, and its accomplishments. He said that an RFP will be issued in August for the "Call Handling Equipment." Advisor Adam Thiel made a comment about identifying with meeting fatigue. He offered help to staff and the PSAP Grant Committee through his office.

6. NEW BUSINESS

- **Southampton FY16 WEP Grant Waiver Request:** Dr. Spears-Dean addressed the Board and said staff has received a waiver request from Southampton County. She said that Southampton County did not include a waiver form for out-of-state travel. Staff is recommending that the Board approve the request. Dr. Spears-Dean stated that there have been significant travel changes beginning with the FY2017 Guidelines, one being that out-of-

state travel waivers will no longer be necessary. Dr. Spears-Dean is recommending that staff approve the waiver request for Southampton County for their FY2016 travel funding. Acting Chairman David Von Moll called for discussion and comments from the Board, and there were none. Acting Chairman Von Moll called for a motion to approve staff's recommendation. Lt. Col. Robert Kemmler made a motion to approve staff's recommendation that the waiver be approved; and Mr. David Ogburn 2nd the motion for approval. The motion was approved; **9-0-0** (Fire Chief Anthony McDowell had to leave).

- **Rockbridge County Emergency Grant Request:** Dr. Spears-Dean addressed the Board and said Mr. Scott Bedell would like to address the Board on behalf of Rockbridge County to request an Emergency Grant. Mr. Bedell is asking for funding for replacing of a "Dapro CAD" system. Mr. Bedell gave a brief presentation to the Board on his request. Acting Chairman Von Moll asked Dr. Spears-Dean to inform the Board of the past action on this type of request. Dr. Spears-Dean informed the Board that staff is recommending that the Board not grant the emergency grant request. Dr. Spears-Dean said that Rockbridge County can submit a regular grant request right now as part of the FY 17 PSAP Grant application cycle. Chairman Von Moll asked for questions from the Board and public. Mr. David Ogburn advised Mr. Bedell to contact his County's Attorney, as the equipment was working and now it is not, and stated that he probably may want to get some of his money back. Mr. Marzolf also gave a background on other localities experiencing problems with the "Dapro" product. He said that this is something that the Grant Committee and the Board will have to manage. It could be that 30 to 40 localities may need to do something with their existing Dapro CAD system. He said there is some vendor support out there willing to help. Mr. Nelson P. Moe asked a clarification of what is an "Emergency Request." Dr. Spears-Dean responded with clarification of what is considered an "Emergency Request." No action was taken on this request, as the Board took staff's recommendation and did not approve this request.

Other New Business: Mr. Marzolf addressed the Board and said that there is a conflict with the next Board Meeting date of September 10th. He said that COVITS will be held during that time, and staff has been asked to attend and make a presentation. A discussion was held between the Board members, and it was decided that the next E-911 Service Board meeting will be held the following week on September 17th if schedule permits.

Mr. Marzolf introduced the new member of the Board which is his boss and the CIO of VITA, Mr. Nelson P. Moe. Acting Chairman Von Moll welcomed the VITA CIO to the Board and said he looks forward to working with him.

7. PUBLIC COMMENT

Acting Chairman David Von Moll called for public comments at CESC and the remote locations. There were none.

8. ADJOURNMENT OF THE MEETING

Acting Chairman David Von Moll adjourned the meeting of the E-911 Services at Board at 11:48 AM.

Respectfully Submitted:

Terry D. Mayo

(Date)