PSAG Grant Committee Meeting
Thursday, December 8th 2016

Committee Members in Attendance

JR Powell   Qiana Foote   Terry Ellis

Steve Williams   Katie Boone

Staff Members in Attendance

Dorothy Spears-Dean   Sam Keys   Amy Ozeki   Lewis Cassada

Tim Addington   Stefanie McGuffin Melissa Parsons   Lyle Hornbaker

Steve Marzolf

1) **Call Meeting to Order**

   Mr. Terry Ellis called the meeting to order at 10:18AM. The Committee members introduced themselves.

2) **Approval of the Minutes from September 15th**

   Ms. Ellis called for a motion to approve the minutes from the PSAP Grant Committee meeting on September 15th. Mr. JR Powell made the motion, and Ms. Katie Bonne seconded it. The motion passed 5-0-0.

3) **FY18 PSAP Grant Applications**

   A) Ms. Dorothy Spears-Dean reviewed the consensus applications, which meet the PSAP Grant Program guidelines. Ms. Spears-Dean said these applications do not need modification or further discussion. Staff asked for approval of the 129 applications. Ms. Spears-Dean asked for Committee discussion, there was none. Mr. Powell made a motion to approve the 129 applications, and Ms. Boone seconded it. The motion passed 5-0-0.

   B) Ms. Spears –Dean reviewed the consensus applications, which meet the PSAP Grant Program guidelines which had only minor modifications post submission. Ms. Spears Dean reviewed the 23 applications that met the Guidelines with minor modifications post-submission. Ms. Spears-Dean asked the Committee to delay a motion on this group of applications until there was further discussion on the "Group 4" applications.

C) Ms. Spear-Dean reviewed the applications that Staff has recommend not be funded. The grants were from Isle of Wight, King George, Manassas Park, Franklin County, and Newport News. Ms. Spears-Dean asked for any questions. There were none.

D) Ms. Spears-Dean began the presentation on the 12 applications requiring further review. The first application reviewed was from Franklin City. The amount recommended was adjusted to remove field verification, ancillary thoroughfares, routable networks, network analysis, and data maintenance. Mr. Steve Marzolf presented the rationale as to why Staff did not recommend those items. Those items are valuable, but the guidelines focus on road centerlines, address points and PSAP boundaries. Ancillary thoroughfares appear to be outside the NG9-1-1 required data sets. Field verification shouldn't be necessary if data has been maintained properly. There may be localities that need this, but the guidelines have no criteria for it. Mr. Marzolf also discussed data maintenance, and the differences between data maintenance and hardware maintenance. The decision by staff was to not recommend any field verification, ancillary thoroughfares, routable networks, network analysis, and data maintenance. There was Staff discussion. Ms. Spears-Dean said that Eastern Shore and Essex have similar requests to Franklin City. Mr. Jerry Smith from Southampton County spoke on ancillary thoroughfares and field verifications. Mr. R.B Edwards from Franklin City addressed the meeting. Mr. Marzolf explained that ancillary thoroughfares would be very highly ranked in the PSAP Grant Program, and that if it is allowed for one locality it would be allowed for all localities. Ms. Qiana Foote asked where routable networks would fit in. Mr. Marzolf said that it was the Staff opinion that routable networks do impact road center lines, but it is a step above NG9-1-1. Ms. Renee Junkins from Worldview Solutions addressed the Committee on routable networks. Mr. Marzolf said a line has to be drawn somewhere, the fund can't support the entire operation of a PSAP and their entire GIS operation. There was Committee/Staff discussion. Mr. Jeff Flournoy from the ESVA PSAP spoke to the Committee and presented issues/problems with the small towns in Accomack and Northampton counties. Mr. Williams asked if the data maintenance piece was required. Mr. Flournoy said the field verification was more important. There was Staff/Committee discussion on the amount required to fund field verifications. Ms. Stefanie McGuffin asked the PSAPs in attendance to describe the inconsistencies in the date, and the problems they have with their current data. Mr. Flournoy presented examples, as well as Mr. Smith. Mr. Charles Huntley and Ms. Suzanne Joy from Essex County covered the addressing issues that the county has; other counties may have concentrated areas that have issues, but in Essex they are county wide. Mr. Jimmy Branch and Mr. Fred Mitchell from Essex County also spoke on their data issues, and said field verification was their

biggest issue. Ms. Junkins also said that field verification would benefit Surry County the most. Mr. Marzolf suggested to the Committee that address verifications be allowed if they are focused in nature, and the other elements tabled until the 2019 PSAP Grant guidelines are discussed. ISP staff would verify a focused scope of work based on need. There was Staff/Committee discussion. Ms. Terry Ellis asked Mr. Marzolf to repeat his recommendation. The recommendation was to accept the original staff recommendation of not allowing data maintenance, ancillary thoroughfares, and routable networks, but adding back in address field verification. Staff will work with localities to minimize the cost. Disallowed items would be reviewed with the 2019 PSAP Grant Guideline discussions. Ms. Qiana Foote made a motion to accept the recommendation. Staff will also go back through the other grant applications for instances where field address verification was removed. Mr. Powell seconded the motion. The motion passed 5-0-0. Mr. Williams asked if was possible to consider ancillary thoroughfares if funding was available. Mr. Marzolf said that would be unlikely due to the way the funding tier breakpoints appear to be shaping up.

The Committee reviewed to the applications from King and Queen, Roanoke County, and Tazewell. The counties had projects that were not fully funded in FY17, and were broken up as individual pieces.   The counties are coming back for funding to finish off their FY17 projects. Staff recommends the funding. Mr. Powell made a motion to approve the recommendation and Ms. Boone seconded it. The motion passed 5-0-0.

The Committee reviewed grant applications from Greensville and Emporia.   They have submitted separate individual grants and a joint consolidation grant.   A feasibility study is set to be completed before the Board meeting in January 2017. The PSAPs wish to be able to choose the grant(s) to be accepted based on which of the grants are approved. This is a "contingency" application based on the timing of the approvals and the funding available. Mr. Marzolf reviewed the likely scenarios. There was Staff/Committee discussion. Mr. Powell made the motion to approve the Greensville consolidation and Emporia CAD grants, and staff will remove one of the grants before final Board approval. Ms. Foote seconded the motion. The motion passed 5-0-0.

The Committee reviewed applications from Isle of Wight and Gloucester. Originally, the two counties submitted a shared services grant. After the deadline the grant was split into two individual grants. Mr. Powell made a motion to approve the grants, Ms. Foote seconded the motion. The motion passed 5-0-0.

The Committee then reviewed the grant from Twin County. Mr. Marzolf discussed the EMD interface; not all localities have EMD. Twin County would not be impacted either way with the decision. The only county that would be impacted by this decision is Lancaster. Mr. Marzolf said the question is, do we fund as part of a CAD system an EMD interface? Ms. Boone made a motion to add it back in. Mr. Powell seconded the motion. It was clarified that this is not for EMD implementation, just for the CAD interface. Grants for EMD implementation are available through other avenues. The motion passed 5-0-0.

The Committee went back to review the "Group 2" grants. Mr. Powell made a motion to approve the grant applications based on staff recommendation of the applications that met guidelines with minor modifications. Staff will review those applications where PSAPs originally asked for address verification, but removed it. Mr. Williams seconded the motion. Motion passed 5-0-0.

The Committee reviewed the grant applications that were not recommended by Staff. Ms. Boone made a motion to accept Staff's recommendation, and decline those applications. Ms. Foote seconded the motion. The motion passed 5-0-0.

4) **PSAP Grant Program's Role in NG9-1-1**
Ms. Spears-Dean led a discussion on the role of the PSAP Grant Program in conjunction with a 5-year deployment plan for NG9-1-1. Staff expects that Northern Virginia will start their deployment of NG9-1-1 in 2017. The 5-year cost estimate is $69 million, with a funding gap of $16 million. A strategic decision needs to be made how to use the PSAP Grant Program in FY19-FY21. Funding needs to be structured so that PSAP's that need NG9-1-1 funding are able to receive it. The longer things are dragged out, PSAPs will run into CPE replacement issues. The second strategic issue is the funding gap. VITA's borrowing authority was mentioned. Mr. Marzolf reviewed other assumptions. There was Committee discussion. Ms. Ellis asked for Staff to have a list of bullet points to be able to disseminate to her contacts at the General Assembly. Ms. Ellis might not be able to be at the January 13th Board Meeting since the General Assembly starts on January 11th. Mr. Powell commented that many things in the PSAP Grant Guidelines haven't been funded in years due to the funding cutoff.

5) **PSAP Grant Program Metrics**
The discussion on PSAP Grant Program Metrics was delayed until the February meeting.

6) **Committee Report to the Board**

   Staff will summarize the action items discussed during the meeting and send them back to the Committee members in advance of the January Board Meeting.

7) **Public Comments and Closing**

   Ms. Spears-Dean discussed future meeting dates in February, April, September and December. The September meeting date may need to be moved back to August. There were no other public comments. The meeting of the PSAP Grant Committee adjourned at 1:03PM.