

**911 Service Board Meeting
January 11, 2018
CESC**

Members Present:	Jim Junkins	David Von Moll
	Nelson Moe	Danny Garrison
	Dennis Hale	Kevin Hall
	Kathy Seay	Jolena Young
	Richard Clark	Jeffrey Merriman
Members Absent:	Lee Miller	Terry Ellis
	Bob Layman	
AG Present:	Joshua Heslinga	
Advisor Absent:	Mega Peterson	
Remote	Roanoke	Culpeper
	Abingdon	RAC Chairman – Terry Hall
Staff Present:	Dorothy Spears-Dean	Steve Marzolf
	Joe Sewash	Lewis Cassada
	Lisa Nicholson	
	Terry Mayo	

1. CALL TO ORDER

Vice Chairman Junkins called the meeting of the 911 Service Board to order at 10:04 AM (Chairman Stern had not yet arrived).

Coordinator Spears-Dean did a roll call of the remote sites. All were accounted.

2. APPROVAL OF THE MINUTES FROM NOVEMBER 9, 2017

Vice Chairman Junkins called for a motion to approve the November 9th Board Minutes which had been distributed to the Board prior to this meeting. Mr. David Von Moll made a motion to approve the Minutes, and Mr. Jeffrey Merriman 2nd the motion to approve the November 9, 2017 Minutes. The Minutes were approved; **10-0-0** (Chairman Stern had not yet arrived).

3. FY2019 PSAP GRANT APPLICATIONS

Coordinator Spears-Dean addressed the Board and said Kathy Seay will talk about the FY2019 PSAP Grant Applications. Ms. Seay said that 127 FY2019 grant applications were received. She said that staff has reviewed the applications. Total funding requested is \$4,100,073.50, and there were fewer applications received this year as compared to last year. She said that FY2019 is a bridge year. This was the expected result. Ms. Seay said that any remaining funding will be rolled over to the next grant year. Ms. Seay said that the PSAP Grant Committee met on December 7th to prioritize the grant applications. The Grant Committee would like the Board to approve 120 of the FY2019 grants totaling \$3,259,043.50 (providing funding to applications through #120 - Westmorland Data Readiness program). Vice Chairman Junkins called for a motion to approve Ms. Seay's recommendation. Sheriff Clark 2nd Ms. Seay's recommendation. Vice Chairman Junkins called for a discussion from the Board, and there were none. All approved; **10-0-0** (Chairman Stern had not yet arrived).

4. NG9-1-1 DEPLOYMENT PLAN

Coordinator Spears-Dean addressed the Board and said the ISP Director, Steve Marzolf, will give the Board a presentation on the NG9-1-1 Deployment Plan. Mr. Marzolf said that staff was leading towards recommending the use of the Fairfax County contract. He said that staff drafted a NG9-1-1 Deployment Plan to pull everything together. Mr. Marzolf said that it is a living document, and that it will change. It has six sections and one appendix: Executive Summary; What is NG9-1-1; Process of Change; Recommended Solution; Path Forward; Conclusion; and Participation Agreement. He said that the first section on NG9-1-1 talks about the current network. The next section describes the feasibility study and the northern Virginia NG9-1-1 project. Originally VITA had planned to issue its own RFP, but now is recommending the No VA (Fairfax) contract. He said that each locality would have a choice to use this contract or issue an RFP. Mr. Marzolf said that the NG9-1-1 requirements are the same statewide and talked about the factors that impacted the decision to not issue a statewide RFP. He said that staff is recommending that the Board recommend the use the AT&T solution; however, it is a local decision, He said that York and Virginia Beach have decided to do their own RFP. He said that staff would support that effort. Staff has to make sure that there is no interruption in services and that there is a reduction in cost. He said that the selection of a solution provider is a local decision, but localities would need to migrate off the selective routers and commit to a specific deployment period. Mr. Marzolf said staff is looking at a 36 month deployment period and doing it by selective router pair and population. He said that there is a significant amount of preparatory work required. Deployments will start in the eastern part of the state and move westward. The Originating Service Providers (OSP) would participate in the transition – moving traffic from selective router to Point of Interconnection (POI). They would have to submit to the Board a plan of transition. Mr. Marzolf said that this is the biggest change in

911 since E911. He said that a briefing was done to the PSAP Grant Committee and that funding would be available before the FY 20 grant application period. Staff will work with localities to develop an implementation plan that will include expected funding. If everything goes well deployment would start in late 2018 – October timeframe. Kathy Seay asked about the time-line. Is there any consequence of going earlier? Mr. Marzolf said that the intention would be no cost to the locality if done in the time-frame. Mr. Marzolf said that localities will know by June what the funding will be. No money will be committed until staff is sure all can be funded. The total overall budget is \$47,362,242. The recurring cost is \$16,310,847 annually. Sufficient funding exists within \$69M planned by the Board, borrowing authority and existing local funding. Mr. Marzolf said that this process is a local decision, whether to use the Fairfax contract (AT&T) or look into another solution. Localities can issue their own RFP; one locality is already doing that. He said also the Board can fully fund this, and that VITA will not be doing a statewide RFP.

Mr. Marzolf then gave a Legislative update to the Board. The Carriers wanted to make sure that their costs did not increase as a result of deployment. Mr. Marzolf worked with the carriers to proposed language. He said that a December 29th draft is going to be sent out to Board members to review and provide feedback. He said that this draft will be introduced at the General Assembly. The implementation date is July 1, 2023. The current plan is to be done by July 1, 2022. Language can be changed, and is a work in progress. Mr. Marzolf said that Senator Suetterlein and Delegate Leftwich will be submitting this to the General Assembly on behalf of the Board. Mr. Marzolf said that VACO is supportive.

Mr. Marzolf informed the Board that Senator Barker has introduced a text to 911 bill, which will require localities to be ready by 2020. He said that this will be a fast moving session. He is hearing no significant opposition to the bill the Board put forth. He also said that Senator Ebbin has said he would sign onto Senator Suetterlein’s bill on behalf of the 911 Service Board. Mr. Marzolf said that staff is requesting that the Board approve the Virginia NG9-1-1 Deployment Plan. Vice Chairman Junkins called for a motion to approve staff’s recommendation. Sheriff Clark made the motion and Sheriff Hall 2nd the motion. A small discussion was held. Mr. Von Moll concluded and asked if this is the same as “cost recovery”. Mr. Marzolf answered yes. Vice Chairman Junkins called for a vote; all approved; **10-0-1**(Jeffrey Merriman abstained).

5. NG9-1-1 DEPLOYMENT COMMUNICATIONS PLAN

Coordinator Spears-Dean said that Mr. Marzolf talked about the methodology for deploying NG9-1-1, but she will walk the Board through the related Communications Plan. She said that the purpose of the Communications Plan is to articulate the policy and process through which NG9-1-1 specific communications will be provided to identify stakeholder groups. This plan is

intended to be a living plan and will be looked at and utilized throughout the process. The goals and objectives are to identify the value that various stakeholder groups can add to the NG9-1-1 deployment process; identify channels of communications; and, identify communication activities. Staff will be looking to the stakeholders for milestones and to distribute critical NG9-1-1 information and updates. We will not succeed in deploying NG9-1-1 without good communications. She went over the plan activities such as communicate to professional associations; stakeholders; etc. The PSAP community will be briefed on the status, etc. GIS specific communications will be given to localities on the intent and process for the next analysis of GIS data. Gaps related to NG9-1-1 readiness will need to be identified and localities will need to focus on work items to close the gaps. Coordinator Spears-Dean said that staff is looking to the RAC to help develop the template for an implementation plan to provide PSAPs with critical information for the NG9-1-1 Decision. Localities will be informed when implementation plans are completed. The PSAP Education Program (PEP) and some other non-PEP funding items will continue. A working draft of the FY 20 PSAP Grant Guidelines will be done by the middle of February. This will be provided to the PSAP Grant Committee at the February 22nd meeting.

Coordinator Spears-Dean talked about the milestones. There are seven milestones: 1) Local government education packets; 2) local government PSAP and GIS implementation plans; 3) local government NG9-1-1 decisions regarding use of Fairfax County's contract; 4) Board approved implementation plans and funding estimates; 5) participant agreements signed by local governments; 6) NG9-1-1 deployment queue; and 7) NG9-1-1 deployment progress. Vice Chairman Junkins called for a motion to approve staff's recommendation. Sheriff Hall made the motion to approve staff's recommendation; and Danny Garrison 2nd the motion to approve staff's recommendation. Vice Chairman Junkins called for discussion, and there were none. Vice Chairman Junkins made a recommendation that the "opt in and opt out" language be removed from the document. Coordinator Spears-Dean said this would be done. Vice Chairman Junkins then called for a vote. The motion was approved **11-0-0**.

6. OLD BUSINESS

- **Legislative Update:** Mr. Marzolf said that this had been discussed earlier in the meeting and he has nothing else to add to the discussion.

7. NEW BUSINESS

- **Regional Advisory Council (RAC) Report:** Terry Hall addressed the Board and gave a brief update of tasks the RAC has completed such as: Standards Development Process and Communications Plan. He

informed the Board of the various teams that have been set-up by the RAC to assist ISP staff in completing the remaining tasks, such as the Coop Template, Support Staff Development Criteria, NG9-1-1 GIS Data Provisioning, and NG9-1-1 Implementation Plans.

- **CRMS Subcommittee Report:** Coordinator Spears-Dean said that the CMRS Subcommittee met prior to this Board meeting and is recommending the closing out of the FY2017 Report as well as the approval of the FY2019 funding requests. Vice Chairman Junkins called for a motion to approve the Subcommittee's recommendation. Mr. Danny Garrison made the motion; and Mr. Nelson Moe seconded the motion to approve. There were no discussion, and the Board approved the recommendation; **10-0-0** (Kathy Seay was not present).

8. PUBLIC COMMENT

Abingdon – None

Roanoke – None

Culpepper - None

At CESC – Gabe Elias, President of Virginia APCO addressed the Board, and said he wanted to make sure the Board knew that there may be other PSAPs that may not be able to go with the Fairfax contract. He also talked about training and “ProChart”. He talked about the DCJS update in basic training (Active Shooter Training).

Vice Chairman Jim Junkins commented that training is important. He supports it.

Coordinator Spears-Dean informed the Board about a conflict for the May Board Meeting date, as there is a statewide conference going on at the same time. She is proposing that the Board move the date, or hold the meeting with the Conference. Comptroller Von Moll suggested moving the date. Chairman Stern concurred; however, the Board may consider having the meeting at another location (Virginia Beach). Coordinator Spears-Dean said a poll will be done to determine the May Board meeting date and location. She said this information will be given at the March Board Meeting.

9. ADJOURNMENT OF THE MEETING

Vice Chairman Junkins called for a motion to adjourn the meeting of the 911 Service Board. The meeting adjourned at 11:45 AM.

The next meeting of the 911 Service Board will be held on Thursday, March 8, 2018.

Respectfully Submitted:

Terry D. Mayo

(Date)