

**WIRELESS CARRIER E-911
COST RECOVERY SUBCOMMITTEE**

January 11, 2018
9:15 a.m.

Virginia Information Technologies Agency
Commonwealth Enterprise Solutions Center
11751 Meadowville Lane
Chester, Virginia 23836

Members Present:	Jolena Young	Danny Garrison
	Jim Junkins	Nelson Moe
	David Von Moll	Kathy Seay

Members absent: Dr. Jeffrey Stern, Chairman

Staff Present: Dorothy Spears-Dean, Coordinator
Lewis Cassada, 9-1-1 Program Manager

CALL TO ORDER

Mr. Junkins called the meeting of the Wireless Carrier E-911 Cost Recovery Subcommittee to order at 0915 hours.

Mr. Moe made a motion, seconded by Mr. Garrison, to approve the Subcommittee minutes of January 12, 2017 as submitted; passed 6-0.

MOTION TO GO INTO CLOSED SESSION

Ms. Seay made the following motion, seconded by Mr. Garrison:

Mr. Chairman, I move that the Subcommittee go into closed session pursuant to Va. Code §§ 2.2-3711(A)(27) and 56-484.15(D) for the purpose of discussing documents and information containing trade secrets submitted by CMRS providers in support of the reasonableness and directness of their costs to be reimbursed for provision of wireless E-911 service; passed 6-0.

MOTION TO RECONVENE IN OPEN SESSION

Ms. Young made a motion, seconded by Ms Seay, to reconvene in open session; passed 6-0.

MOTION MADE IN OPEN SESSION

Ms. Young made the following motion, seconded by Ms. Seay:

Mr. Chairman, I move that we adopt the following certification: “We hereby certify that we have just come out of the closed session that was held pursuant to the earlier motion, and that to the best of each member’s knowledge, the only public business matters heard, discussed, or considered by us in the closed session were those which are lawfully exempted from the open meeting requirements under the Freedom of Information Act and which were identified in the motion by which the closed session was convened.” Passed 6-0 on roll call vote: Mr. Garrison, yea; Mr. Junkins, yea; Mr. Moe, yea; Ms. Seay, yea; Mr. Von Moll, yea; and, Ms. Young, yea;.

OPEN SESSION

Mr. Moe made a motion, seconded by Ms. Young, to recommend to the full Board that the FY 2017 CMRS Close-Out Report be approved; passed 6-0. Mr. Moe made a motion, seconded by Ms. Young, to recommend to the full Board that the FY 2019 CMRS Funding Requests be approved; passed 6-0.

No further business being discussed, Mr. Junkins made a motion, seconded by Mr. Garrison, to adjourn the meeting at 0930 hours; passed 6-0.

Respectfully submitted,

Dorothy Spears-Dean
Public Safety Communications Coordinator
Public Safety Communications Division

Approved by sub-committee: _____
(date)