



Virginia Information Technologies Agency
Combining Balance Sheet
Enterprise Funds
June 30, 2016

Program (Layout): RPT8024

	<u>E-911</u> <u>Wireless</u>
Assets	
Current Assets:	
Cash with Treasurer of Virginia	\$ 10,535,504.63
Cash with Treasurer of Virginia - Reserved	4,708,058.00
Petty Cash and Travel Advances	-
Accounts Receivable	2,500,000.00
Due From Other Funds	-
Due from Commonwealth of Virginia	-
Investments	-
Prepaid Expenses	-
Total Current Assets	<u>17,743,562.63</u>
Noncurrent Assets	
Depreciable Capital Assets, Net	-
Total Assets	<u>\$ 17,743,562.63</u>
Liabilities	
Current Liabilities:	
Accounts payable	\$ 6,906,380.69
Interest Payable	-
Capital Lease Obligations	-
Due to Other Funds	10,251.34
Due to Other Agencies	-
Notes Payable	-
Advances from Treasurer of Virginia	-
Accrued Compensated Absences	-
Deferred Contract Revenue	-
Other Deferred Revenue	-
Due to Federal Government	-
Other Liabilities	-
Total Current Liabilities	<u>6,916,632.03</u>
Noncurrent Liabilities:	
Notes Payable	-
Accrued Compensated Absences	135,975.04
Capital Lease Obligations	-
Deferred Contract Revenue	-
Total Noncurrent Liabilities	<u>135,975.04</u>
Total Liabilities	<u>7,052,607.07</u>
Net Assets	
Investment in Capital Assets, Net of Related Debt Unrestricted	-
	<u>10,690,955.56</u>
Total Net Assets	<u>10,690,955.56</u>
Total Liabilities and Net Assets	<u>\$ 17,743,562.63</u>

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**Virginia Information Technologies Agency
Combining Statement of Revenues, Expenses,
and Changes in Net Assets
Enterprise Funds
For the Period Ended: June 30, 2016**

Program (Layout): RPT8029

	E-911 Wireless
Operating Revenues	
Charges for Services	\$ 30,472,740.42
Total Operating Revenues	<u>30,472,740.42</u>
Operating Expenses	
Personal Expenses	1,454,438.16
Contractual Services	454,404.63
Supplies and Materials	21,569.05
Rent, Insurance & Other Related Charges	40,627.18
Depreciation	-
Expendable Equipment/Improvements	8,007.80
Non-recurring Cost Estimate Payments to Providers	<u>13,763,811.56</u>
Total Operating Expenses	<u>15,742,858.38</u>
Operating Income (Loss)	<u>14,729,882.04</u>
Nonoperating Revenues(Expenses)	
Interest	87,265.88
Revenue from the Sale of Recyclable Materials	-
Receipts on Behalf of Others	-
Payments for Receipts Collected on Behalf of Others	-
Loss on Fixed Asset Disposal	<u>-</u>
Total Nonoperating Revenues (Expenses)	<u>87,265.88</u>
Income (Loss) Before Transfers	<u>14,817,147.92</u>
Transfers	
Transfers from Other Funds	-
Transfers to Other Funds	(13,450,000.44)
Transfers In-General/Non-General Funds	-
Transfers Out-General/Non-General Funds	-
Cash Transfer In-Appropriation Act	-
Transfers to the General Fund of the Commonwealth	<u>-</u>
Total Transfers	<u>(13,450,000.44)</u>
Increase (Decrease) in Net Assets	1,367,147.48
Total Net Assets, July 1	<u>9,323,808.08</u>
Total Net Assets, June 30	<u><u>\$ 10,690,955.56</u></u>

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Virginia Information Technologies Agency
Fiscal Year Budget vs. Expenses
For the Period Ended: June 30, 2016
Public Safety Comm Division
702

Program (Layout): RPT8036

Account	Fiscal Year Budget	YTD Budget	Current Month Expenses	YTD Expenses	Percent Spent YTD	YTD Variance	Available Balance
E1111 Employer Retirement Contrib	142,397.40	142,397.40	14,066.11	133,278.14		9,119.26	9,119.26
E1112 FICA-Salaried Employees	75,939.00	75,939.00	7,150.64	68,649.88		7,289.12	7,289.12
E1114 Group Insurance	11,916.48	11,916.48	1,177.10	11,322.40		594.08	594.08
E1115 Medical/Hosp Insurance	190,506.00	190,506.00	13,994.00	170,782.00		19,724.00	19,724.00
E1116 Retiree Med/Hosp Ins Credit	10,514.52	10,514.52	1,038.70	9,990.86		523.66	523.66
E1117 LT Disability Insurance	6,609.12	6,609.12	652.90	6,280.00		329.12	329.12
E1128 Salaries - IT Employees	1,001,388.00	1,001,388.00	98,917.82	952,045.77		49,342.23	49,342.23
E1129 Overtime - IT Employees	-	-	-	2,316.33		(2,316.33)	(2,316.33)
E1138 Deferred Comp Match Payments	2,160.00	2,160.00	288.00	2,478.00		(318.00)	(318.00)
E1162 Annual Leave Payments	-	-	-	1,191.60		(1,191.60)	(1,191.60)
E1100 Personal Services	1,441,430.52	1,441,430.52	137,285.27	1,358,334.98	94.24%	83,095.54	83,095.54
E1214 Postal Services	300.00	300.00	-	503.36		(203.36)	(203.36)
E1215 Printing Services	1,500.00	1,500.00	-	218.44		1,281.56	1,281.56
E1217 Telecom Svcs - Non State	6,480.00	6,480.00	724.14	5,823.38		656.62	656.62
E1221 Organization Memberships	3,999.96	3,999.96	-	3,279.00		720.96	720.96
E1222 Publications and Subscriptions	1,500.00	1,500.00	-	1,635.02		(135.02)	(135.02)
E1224 Employee Training Courses	8,000.04	8,000.04	-	9,408.00		(1,407.96)	(1,407.96)
E1227 Employee Training Other	9,999.96	9,999.96	4,233.49	22,565.69		(12,565.73)	(12,565.73)
E1228 IT Training Courses	3,600.00	3,600.00	-	-		3,600.00	3,600.00
E1242 Fiscal Services	20,000.04	20,000.04	-	-		20,000.04	20,000.04
E1244 Management Services	-	-	-	215,238.80		(215,238.80)	(215,238.80)
E1259 Vehicle Repair and Maintenance	-	-	-	170.00		(170.00)	(170.00)
E1264 Food/Dietary (Catering) Svcs	2,499.96	2,499.96	-	773.00		1,726.96	1,726.96
E1267 Production Services	-	-	-	99.00		(99.00)	(99.00)
E1273 ADP Consulting (State)	-	-	-	28,692.32		(28,692.32)	(28,692.32)
E1277 Non-VTA Computer Operating Svc	-	-	-	1,200.00		(1,200.00)	(1,200.00)
E1282 Travel, Personal Vehicle	12,000.00	12,000.00	776.53	9,815.55		2,184.45	2,184.45
E1283 Travel, Public Carriers	5,499.96	5,499.96	302.67	2,251.41		3,248.55	3,248.55
E1284 Travel, State Vehicle	9,999.96	9,999.96	736.68	8,341.54		1,658.42	1,658.42
E1285 Travel, Subsistence and Lodging	8,499.96	8,499.96	507.59	10,265.65		(1,765.69)	(1,765.69)
E1288 Travel Meal Reimb (Non-Tax)	6,000.00	6,000.00	386.25	6,593.88		(593.88)	(593.88)
E1295 Contractual Services - Rollup	4,929,394.70	4,929,394.70	-	-		4,929,394.70	4,929,394.70
E1299 Distributed Overhead	120,288.00	120,288.00	10,251.34	127,530.59		(7,242.59)	(7,242.59)
E1200 Contractual Services	5,149,562.54	5,149,562.54	17,918.69	454,404.63	8.82%	4,695,157.91	4,695,157.91
E1312 Office Supplies	9,999.96	9,999.96	59.61	2,565.94		7,434.02	7,434.02
E1313 Stationery and Forms	1,500.00	1,500.00	46.51	497.89		1,002.11	1,002.11
E1323 Gasoline	-	-	323.33	1,396.01		(1,396.01)	(1,396.01)
E1373 ADP Supplies	5,793.60	5,793.60	2,012.66	17,109.21		(11,315.61)	(11,315.61)
E1300 Supplies and Materials	17,293.56	17,293.56	2,442.11	21,569.05	124.72%	(4,275.49)	(4,275.49)
E1436 Aid to Local Govts-Technology	10,984,640.04	10,984,640.04	(638,367.51)	7,036,479.50		3,948,160.54	3,948,160.54
E1452 Grants to Nongovernmental Orgs	4,991,967.96	4,991,967.96	516,936.36	6,727,332.06		(1,735,364.10)	(1,735,364.10)
E1400 Transfer Payments	15,976,608.00	15,976,608.00	(121,431.15)	13,763,811.56	86.15%	2,212,796.44	2,212,796.44
E1535 Building Rentals	5,000.04	5,000.04	-	2,697.15		2,302.89	2,302.89
E1541 Agency Service Charges	-	-	-	37,930.03		(37,930.03)	(37,930.03)
E1500 Continuous Charges	5,000.04	5,000.04	-	40,627.18	812.54%	(35,627.14)	(35,627.14)
E1600 Depreciation	-	-	-	-		-	-
E2212 Mobile Client Computers	24,999.96	24,999.96	-	-		24,999.96	24,999.96
E2217 Other Computer Equipment	6,000.00	6,000.00	-	2,037.90		3,962.10	3,962.10
E2218 Software (Off-the-Shelf)	6,000.00	6,000.00	-	5,526.00		474.00	474.00
E2262 Office Furniture	-	-	-	214.00		(214.00)	(214.00)
E2264 Office Machines	-	-	229.90	229.90		(229.90)	(229.90)
E2200 Expendable Equipment	36,999.96	36,999.96	229.90	8,007.80	21.64%	28,992.16	28,992.16
E1180 Turnover/Vacancy	-	-	-	-		-	-
E1613 Budget Reduction	-	-	-	-		-	-
Grand Total	22,626,894.62	22,626,894.62	36,444.82	15,646,755.20	69.15%	6,980,139.42	6,980,139.42

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COMMONWEALTH of VIRGINIA

Virginia 9-1-1 Services Board

Jeffrey D. Stern
Chairman
VDEM

Dorothy Spears-Dean
PSC Coordinator
(804) 416-6201

Jim Junkins
Vice Chairman
Harrisonburg-
Rockingham ECC

Finance Committee Meeting Agenda

Terry D. Mayo
Board Administrative
Assistant
(804) 416-6197

January 10, 2017 10:00 am

Commonwealth Enterprise Solutions Center

David A. Von Moll
Treasurer
Comptroller

Richard C. Clark
Chief of Police
City of Galax

1. Call Meeting of the Committee to Order..... Chairman
2. Approval of Minutes from the last meeting Chairman
3. FY2016 Financial Reports..... ISP Director
4. Wireless E-911 Fund Cash Reserve Policy ISP Director

Terry Ellis
Virginia Cable
Telecommunications
Association

Danny Garrison
Richmond Ambulance
Authority

“It shall be the policy of the Virginia E-911 Services Board to maintain a cash reserve **at least** equal to the average amount of projected expenses for one month of the following fiscal year. As permitted by Section 56-484.17(D) of the Code of Virginia, the Board will, to the maximum extent possible, retain some or all of uncommitted funding at the end of each fiscal year for a reserve balance pursuant to this policy.”

Dennis E. Hale
Chief of Fire & EMS
Dinwiddie County

Honorable Kevin W. Hall
Sheriff of the City of
Covington

Diane Harding
Verizon Wireless

5. FY2018 PSAP Grant Program Funding ISP Director
6. Old Business
7. New Business
 NG9-1-1 Funding Analysis ISP Director
8. Public CommentChairman
9. Adjourn Meeting of the CommitteeChairman

Robert Layman
AT & T

Anthony McDowell
Fire Chief
Henrico County

Jeffrey T. Merriman
Verizon Communications

Lee W. Miller III
Captain
Virginia State Police

The following is the audio conferencing information:

Nelson P. Moe
CIO - VITA

Dial-in Number - 866-842-5779
Conference Code - 8157412586

Kathleen Seay
Hanover County

Jolena Young
Twin County

Megan Peterson
Office of the Governor

9-1-1 Services Board Finance Committee and Regional Advisory Council Meeting August 2nd, 2016 – CESC

Members Present : David Von Moll Chief Dennis Hale
 Diane Harding Captain Lee Miller

RAC Members Present: Jolena Young Steve McMurrer
 Charlie Udriet Joell Kight

RAC Members on Audio Bridge : Terry Hall Tony Castillo
Michelle Surdam Kurt Plowman Derrick Ruble Melissa Foster

Staff Present: Dorothy Spears-Dean Steve Marzolf Brian Crumpler
 Lisa Nicholson Lewis Cassada

1) Call Meeting to Order

The meeting of the 9-1-1 Serviced Board Finance Committee and the Regional Advisory Council was called to order by Mr. David Von Moll at 1:00PM.

2) Approval of the Minutes

Mr. Von Moll asked for the approval of the Finance Committee minutes from December 3, 2015. Ms. Diane Harding made the motion, and Chief Dennis Hale seconded it. The motion passed 4-0-0.

3) Regional Advisory Council Activities

Ms. Dorothy Spears-Dean began the presentation of the Regional Advisory Council with the introductions of the RAC members present at the meeting, and then members on the audio bridge. The Finance Committee Members also introduced themselves. Ms. Spears-Dean reviewed the background,

purpose, membership, and meeting schedules of the RAC for the Finance Committee. Ms. Spears-Dean reviewed how the RAC developed the list of the final six high-priority tasks, how committees formed, and project plans created.

Mr. Terry Hall reviewed Priority 1, creating a baseline level of services and capabilities document. Ms. Spears-Dean covered how the group created a list of best practice topics, and grouped them into five “swim lanes”.

Ms. Spears-Dean reviewed Priority 2, creation of a 9-1-1 stakeholder communications plan on behalf of Mr. Alan Weese. The milestones of the workgroup were covered.

Ms. Jolena Young and Mr. Steve McMurrer covered two milestones for Priority 3, creation of a NG9-1-1 deployment and sustainment strategy.

Ms. Melissa Foster reviewed the activities of the committee working on Priority 4, developing a PSAP baseline level of service and capabilities budgets.

On behalf of Mr. John Powers, Ms. Spears-Dean reviewed the activities of the committee working on Priority 5, creation of a 9-1-1 clearing house.

Ms. Joell Kight covered the efforts of the group working on Priority 6, conducting staffing analyses.

Ms. Spears-Dean will create a master calendar of all project plan deliverables.

Ms. Spears-Dean described the role of the RAC in the development of Best Practices led by Ms. Stefanie McGuffin. The RAC made the decision to be a steering committee in the effort. ISP Staff will lead the identification and development of Best Practices. Also covered were the charter, project plan, Best Practice Document Template, and Work Flow document.

Captain Lee Miller asked if the baseline capabilities would be used in assessing who would/wouldn't be eligible for funding in the future. Mr. Steve Marzolf stated there is a natural progression from defining, funding, and then requiring a service. Mr. Hall said that it was natural evolution to set benchmarks and then set future funding based on those benchmarks in the long term. Mr. Von Moll asked what assumptions are being made with regard to localities in terms of regional approaches. Mr. Hall said he believes that regional solutions are the way to go. Mr. Marzolf concurred.

4) Recalculation of Wireless Funding Distribution Percentages

Mr. Marzolf presented a history of the wireless fund distribution over the past several years. Also explained was the history of the current legislative language that calls for a recalculation of the fund percentages as of July 1st, 2017. Mr. Von Moll asked if the Board has taken any action to define "cost and call load data", and what/if did staff use for the forecasted analysis. Mr. Marzolf explained the funding formula process that the Board adopted in 2010 (but then was superseded by a change in Code). Mr. Marzolf laid out the four funding options before the Committee: First, do nothing. Second, change the formula within the current definition. Third, change the definition of the recalculation. Fourth, delay the recalculation. Mr. Marzolf said the Staff recommendation is to delay (or remove the requirement for) the recalculation. There was Staff/Committee discussion. Ms. Spears-Dean said the consensus of the Regional Advisory Council was to delay the recalculation, but there was no consensus on the period of time. Mr. Marzolf said there would need to be action taken by the General Assembly in order to delay the recalculation. Captain Miller said he saw the advantages of delaying, but we should be prepared in case the General Assembly does nothing. Ms. Diane Harding concurred. There was Staff/Committee discussion. Mr. Jerry Smith commented on the impact of Compensation Board funding on the current formula. Mr. Charlie Udriet stated that he did not know of a locality in his region that was opposed to delaying the recalculation. He also stated that he would like a recalculation to take place that reflects the funding needs of NG9-1-1. Ms. Spears-Dean brought up the issue of localities receiving funding but no longer have a wireless PSAP, as well as the New River Valley consolidation that has taken

place. Mr. Von Moll stated that the general consensus of the Committee was to delay the recalculation process. Mr. Von Moll asked for a motion. Captain Miller made a motion to move forward with the recommendation to delay. Ms. Diane Harding seconded the motion. The motion passed 4-0-0.

5) Public Comment

There were no comments from the public. Mr. Marzolf wanted to make clear the decisions made today. We aren't going to be ready for the 2017 GA session to deal with the funding and ownership issues with NG9-1-1. We were hopeful to be able to fund NG9-1-1 as of July 1, 2017, but we are not ready. It is not insignificant to delay, since funding is coming from the grant program. The reality is we won't be addressing NG9-1-1 with the General Assembly until 2018, which would take effect in FY2019.

6) Adjourn

The meeting adjourned at 3:00PM.