

# Finance Committee of the 9-1-1 Service Board

## Meeting Minutes

January 10, 2017  
10:00 AM - CESC

Members Present: David Von Moll, Chairman  
Major Lee Miller  
Chief Dennis Hale

Members Absent: Diane Harding

Staff Present: Dorothy Spears-Dean, PSC Coordinator  
Steve Marzolf, ISP Director  
Lewis Cassada

Note: An audio conference bridge was provided to allow the public to listen to the proceedings if they were unable to attend in person. No roll call was taken of the bridge participants.

### **1. CALL TO ORDER**

Chairman David Von Moll called the meeting to order at 10:10 AM. The Chairman welcomed everyone to the meeting.

### **2. APPROVAL OF THE MINUTES FROM DECEMBER 3, 2015**

Chairman David Von Moll asked for changes/additions to the December 3, 2015 minutes, and there were none. Maj. Miller made a motion to approve the Minutes of their December 3rd meeting. Chief Hale seconded the motion. Chairman Von Moll called for the vote, and the vote passed unanimous; **3-0-0**.

### **3. FY2016 FINANCIAL REPORTS**

Mr. Marzolf presented the Committee with Balance Sheets and Income Statements for the fiscal year ending June 30, 2016 (FY2016). The reports showed the fund had a cash balance of \$15.2 million. He also provided detailed spending reports.

### **4. WIRELESS E-911 FUND CASH RESERVE POLICY**

Mr. Marzolf reminded the Committee of the current Cash Reserve Policy Statement, which states:

“It shall be the policy of the Virginia 9-1-1 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.”

Mr. Marzolf commented that the current cash reserve policy has worked well since it was created in 2013, and gives the Board some flexibility for unforeseen costs. Mr. Marzolf presented the projected monthly costs for FY2018, which includes the funding distributed to the PSAPs by the Department of Taxation, for a total of \$4,708,402.

Based on the fund balance at the end of FY2016, Mr. Marzolf presented the Committee with all of the existing commitments of the Board (awarded PSAP grants) and projected revenue, to calculate the available funding available for the PSAP Grant Program. He indicated that a total of \$6.4 million could be awarded as part of that program for FY2017. Maj. Miller made a motion to recommend to the full Board the availability of \$6.4 million to the PSAP grant program for FY2018. Chief Hale seconded the motion. Chairman Von Moll called for the vote, and the vote passed unanimous; **3-0-0**.

## **5. OLD BUSINESS:**

There was no old business to come before the committee.

## **6. NEW BUSINESS**

Mr. Marzolf presented information to the Committee regarding the Next Generation 9-1-1 (NG9-1-1) funding analysis. He advised the Committee that staff would be recommending to the full Board at their January 12, 2017 meeting a method for funding the transition costs for NG9-1-1. He explained the transition costs are projected at \$69 million and that the recommended way of addressing this funding need was to work within existing funding. This would require elimination of CMRS provider cost recovery, elimination of the wireless billing agreements, and a refocusing of the PSAP grant program on just NG9-1-1 costs. He also commented that since many of the costs were early in the deployment, that a treasury loan would be required that would be paid back over several years. He showed budgetary costs of how this would be accomplished and answered several questions. No action was taken by the Committee as this was just an informational briefing ahead of the full Board presentation.

## **7. PUBLIC COMMENT**

There was no additional public committee from those present at the meeting site or on the audio conference.

## **8. ADJOURNMENT OF THE MEETING**

Chairman Von Moll adjourned the meeting of the Committee.

**Respectfully Submitted:**

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Steve Marzolf

(Date)