

**9-1-1 Service Board Meeting
September 14, 2017 10:00 AM
CESC**

Members Present:	James Junkins – Vice Chairman	David Von Moll
	Lehew Miller	Kathleen Seay
	Jolena Young	Terry Ellis
	Danny Garrison	Bob Layman
	Dale Hale	Nelson Moe
	Jeffrey Merriman	
Members Absent:	Jeffrey Stern - Chairman	Kevin Hall
	Richard Clark	
Advisor:	Megan Peterson	
Remote	Abingdon	Roanoke
	Culpeper	
Staff Present:	Dorothy Spears-Dean - Coordinator	Lisa Nicholson
	Steve Marzolf – ISP Director	Joe Sewash – VGIN Coordinator
	Lewis Cassada	Joshua Heslinga – AG’s Office
	Terry Mayo	

1. CALL TO ORDER

Vice Chairman, James Junkins, called the meeting to order at 10:00 AM of the 9-1-1 Service Board.

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

2. APPROVAL OF THE MINUTES FROM JUNE 28, 2017

Vice Chairman Junkins called for a motion from the Board to approve the June 28, 2017 Minutes. Nelson Moe made a motion to approve the June 28, 2017 Minutes, and Robert Layman seconded the motion for approval. The motion was approved; **10-0-0**. (Jeffrey Merriman had not yet arrived.)

3. PROPOSED WIRELESS 9-1-1 FUNDING FORMULA

Coordinator Spears-Dean addressed the Board and gave them an overview of the Funding Committee’s task. The Committee was tasked with coming up and providing a report to the 9-1-1 Service Board of a new funding formula for FY 19,

which will become effective on July 1, 2018 as required by Code. The current funding formula is based on pre-determined distribution percentages derived from PSAP cost and call load data from 2007-2012. The Committee came up with a “hybrid” funding model that would look at “call load data” and “population data.” The model will be based on data collected through the FY 13 – 17 true-ups and from the Weldon Cooper Center for Public Service.

Coordinator Spears-Dean said that ISP staff held webinars and conducted meeting with VML and VACO to share information and ask for feedback. An impact analysis spreadsheet was created and distributed to all PSAPs. The message to all constituency groups was “if not this, then what.” Coordinator Spears-Dean said that the Funding Committee and staff are asking the 9-1-1 Service Board to approve the change in the funding recalculations as recommended.

Vice Chairman Junkins commented to the Board that this decision is very important, and that there will be some winners and some losers. He then opened the floor to the Board to have a discussion. A lengthy discussion ensued with comments and questions from several Board members as well as ISP staff. Jolena Young, Funding Committee Member and Board Member, said that moving forward, the Committee will continue to look at the funding formula as time progresses, and especially as the Commonwealth approaches NG-9-1-1. Vice Chairman Junkins asked that representatives from VML and VACO come forward and address the Board with their concerns. Michele Gallagher of VML and Joe Lurch of VACO addressed the Board and both were in agreement that they had not received any negative feedback.

Vice Chairman Junkins called for a motion to approve the Funding Committee’s recommendation. David Von Moll, Comptroller of the Commonwealth, made a motion to approve the recommended funding formula, and Jolena Young seconded the motion for approval. The motion was approved; **11-0-0**.

4. FY2017 ANNUAL REPORT

Coordinator Spears-Dean addressed the Board and said that the Board is required to answer four questions concerning the Annual Report. The questions are: 1) what is the state of enhanced 9-1-1 services in the commonwealth; 2) the impact of, or need for, legislation affecting enhanced 9-1-1 services in the commonwealth; 3) the need for changes in the E-911 funding mechanism provided to the Board, as appropriate; and 4) monitor developments in enhanced 9-1-1 service and multi-line telephone systems and the impact of such technologies upon the implementation of Article 8 (§ 56-484.19 et seq.) of Chapter 15 of Title 56.

Coordinator Spears-Dean talked briefly about how the focus has shifted. She said that the Board will be focusing this time on how the Board would be implementing NG9-1-1. Coordinator Spears-Dean then turned the discussion over

to Mr. Steve Marzolf, ISP Director.

Mr. Marzolf walked through the “legislative language” (section C to section 16). He said that this section will tell the carriers how they would have to connect to the network. Mr. Marzolf then went over some of the legislative concerns (see presentation). Mr. Marzolf said that the Board is leaving the door open for transitional funding. He said that Board members Bob Layman, Terry Ellis and Jeffrey Merriman have been involved in the discussions. Mr. Marzolf said that there needs to be an incentive to keep the cost down. Terry Ellis thanked Mr. Marzolf for working with the carriers, and said the carriers will work through this. Mr. Marzolf informed the Board that by the November meeting there will be a better draft available to them, and he will keep them informed going forward. Mr. Layman commented that the biggest concern is that the small, local exchange carriers do not have the money to cover the cost. Mr. Marzolf said that some of the larger ones are concerned about the cost also, such as U.S. Cellular, and Sprint. Mr. Marzolf said that the Board has to make sure that what it does for one, it does for all. Mr. Layman clarified the concern to say that the carriers are concerned about “interconnection costs.”

Vice Chairman Junkins called for a motion from the Board to approve FY 17 Annual Report to include the Board’s legislative agenda for the 2018 General Assembly session. Mr. Danny Garrison made the motion to approve; and Chief Dennis Hale seconded the motion to approve staff’s recommendation. The motion was approved; **11-0-0**.

5. STATEWIDE NG-9-1-1 SOLUTIONS PROVIDER

Coordinator Dorothy Spears-Dean addressed the Board and said she would review the transition costs for statewide NG9-1-1. She said that the estimated cost is at \$69 million. The source for those costs will come from the PSAP Grant Program; billing agreements; network improvement fund; and, the elimination of wireless cost recovery. She said that ongoing costs will be covered by removal of tariffs and borrowing authority (\$30M). Coordinator Spears-Dean said that Fairfax County awarded AT&T/West a contract for NG-9-1-1. It was for initially for five years but can be extended for 10 years. Coordinator Spears-Dean reviewed the current statewide approach and Mr. Marzolf and Coordinator Spears-Dean said that if the Board undertakes its own RFP there would be no additional value to the commonwealth. Also she commented that there are limited VITA resources at this time due to the disentanglement with Northrop Grumman. Coordinator Spears-Dean said that as a result of a meeting with AT&T/West, the focus has been to analyze the contract. Coordinator Spears-Dean said that staff is still working on some cost elements such as local access diversity and GIS data prep work. ISP staff is looking for direction from the Board. She said that there needs to be a decision on a recommended solutions provider, which will enable staff to move forward with tasks that need to be completed by the end of FY 18 (June 30,

2018). Staff needs to make sure that it is educating local government constituents. Coordinator Spears-Dean went over the timeline. She is asking the Board on a decision to allow staff to move forward as outlined regarding a solutions provider. Mr. Marzolf also said that the consensus right now was to recommend the Fairfax Contract.

Vice Chairman Junkins called for a discussion from the Board. There was a lengthy discussion which included Terry Ellis asking where else in the country is AT&T providing this service? Mr. Marzolf replied that Tennessee and Texas have a contract with AT&T. Terry Ellis said she would like to seek the opinion of other carriers as well such as the Cable Association. Vice Chairman Junkins commented that he has some concerns, and would like for the VITA staff to include some examples of how the Pilot Projects would be addressed. He also asked about the “Opt in” or “Opt Out” approach described by staff. Mr. Marzolf said that this is the approach he was using as an example with FirstNet. It would be an “Opt in” or “Opt Out” concept. Mr. Moe then asked the Board if it would consider delaying the decision. Mr. Marzolf stated that there is no problem with delaying the decision if the Board would like to do so. Kathleen Seay asked if staff could provide feedback from Verizon. Vice Chairman Junkins also asked if VITA staff could talk to other vendors and partners, etc. Mr. Marzolf said yes, and that staff will endeavor to do so. Jolena Young asked staff to get the primary factors used by Fairfax County to award the contract to AT&T/West.

Vice Chairman Junkins asked for questions from the regional sites, and there were none. He then asked for questions/comments from CESC. Mr. Terry Hall addressed the Board and said that if the RAC had some information on this subject, they could provide some feedback. He also commented to the Board that communications needs to be bi-directional. Eddie Star of Eagleview Pictometry addressed the Board and asked if the Board could expand on the details related to Eagleview Pictometry. Mr. Marzolf said that staff has not drilled that far yet, but when it does, it will reach out to Eagleview Pictometry.

6. OLD BUSINESS

None.

7. NEW BUSINESS

- **Regional Advisory Council Report:** Coordinator Spears-Dean addressed the Board and said that Mr. Hall will address the Board representing the Regional Advisory Council (RAC). Mr. Terry Hall addressed the Board and said that RAC 2.0 is underway, and that

current members have been elected and appointed. He said that the new charter has been approved. A planning meeting was held on September 13th, and that “priority tasks” for FY 18 have been identified and a 9-1-1 capabilities and services for PSAP standard document has been developed. He asked for questions from the Board. He also thanked the Board for the opportunity. Vice Chairman Junkins commented that he thought that this is an important thing for the PSAPs. He thanked them for what they do for the PSAPs.

- **9-1-1 Capabilities and Services Standard:** Coordinator Spears-Dean addressed the Board and referred the Board to the copy in their packets. She went over the document. She said that this document will be reviewed on an annual basis. She requested that the Board approve the standard document. Vice Chairman Junkins called for a motion to approve the document as recommended. Kathleen Seay made the motion to approve the document, and Danny Garrison seconded the motion for approval. Vice Chairman Junkins then called for discussion from the Board. Mr. Nelson Moe asked if the document received a large review, and if it is posted on the ISP web-site? Coordinator Spears-Dean answered yes to both questions. She also stated that the document will be reviewed annually. Jolena Young asked about “text to 9-1-1 service”. Mr. Marzolf said that deploying with NG9-1-1 will enable the use of Text-to-9-1-1. Vice Chairman Junkins commented that he commends VITA and the RAC for this document. He then called for a vote. The motion passed; **11-0-0**.
- **Best Practices:** Coordinator Spears-Dean referred the Board to the document in their packet. She said that this best practice is to strengthen the efficiency in routing of 9-1-1 calls in the Commonwealth. She also said that there is “no action required” to the Board, but she wanted to make the Board aware of the document posted to the ISP website. Vice Chairman Junkins said that this is a very good document, and he would like to give thanks to those who worked on the document. Coordinator Spears-Dean said a big thank you should go out to Ms. Stefanie McGuffin.
- **PEP Travel Assistance:** Coordinator Spears-Dean addressed the Board and said she is asking the Board to approve funding assistance for those attending the APCO/NENA October conference. The amount is \$140.75 per person. She said that although this amount has been approved by VITA’s Finance Department, it requires the 9-1-1 Service Board’s official approval. Vice Chairman Junkins called for a motion to approve the funding from the Board. Mr. David Von Moll made the motion to approve the request, and Ms. Jolena Young seconded the motion to approve. Mr. Nelson Moe asked if the Board

has every denied the request, and Mr. Marzolf stated no. The motion was approved; **11-0-0**.

8. PUBLIC COMMENT

Emergency Grant Request: Coordinator Spears-Dean addressed the Board and said that under Public Comment she has prepared two decision briefs. Staff is recommending that the Board not approve Buckingham's request, because it does not meet the definition of an emergency grant request. Staff is recommending that Buckingham County submit a FY 19 grant request. Mr. James Shumaker of Buckingham County addressed the Board to ask for \$140,000 for a CAD system. He said they currently have an outstanding offer from a vendor for a CAD system, and would like to switch to the new vendor. Vice Chairman Junkins asked about vendor maintenance. Mr. Shumaker stated that the problem is with vendor performance, but they did have maintenance support. No action from the Board was taken since it is taking staff recommendation.

Grant extension request: Coordinator Spears-Dean said that the City of Hampton submitted a reimbursement request after the June 5, 2017 deadline. Staff did not process the request and the grant is closed. Staff is recommending that the Board not approve the request. Michael Weisnicki, from the City of Hampton, addressed the Board and said that the request slipped through the cracks as a result of transition changes. No action was taken by the Board, as they are taking the recommendation of staff.

Vice Chairman Junkins called for public comments at the regional sites and at CESC. There were none.

9. ADJOURNMENT OF THE MEETING

Vice Chairman Junkins adjourned the meeting of the 9-1-1 Service Board at 11:53 A.M.

The next meeting of the 911 Service Board will be held on Thursday, November 9, 2017.

Respectfully Submitted:

Terry D. Mayo

(Date)