

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

January 14, 2016  
9:00 a.m.

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

|                  |                             |                |
|------------------|-----------------------------|----------------|
| Members Present: | Dr. Jeffrey Stern, Chairman | Danny Garrison |
|                  | Jim Junkins                 | Nelson Moe     |
|                  | David Von Moll              | Kathy Seay     |

Members absent: Jolena Young

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

**CALL TO ORDER**

Dr. Stern called the meeting of the Wireless Carrier E-911 Cost Recovery Subcommittee to order at 0902 hours.

Mr. Von Moll made a motion, seconded by Mr. Junkins, to approve the Subcommittee minutes of January 8, 2015 as submitted; passed 6-0.

**MOTION TO GO INTO CLOSED SESSION**

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

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**

Mr. Junkins made a motion, seconded by Mr. Von Moll, to reconvene in open session; passed 6-0.

**MOTION MADE IN OPEN SESSION**

Mr. Junkins made the following motion, seconded by Mr. Von Moll:

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; Dr. Stern, yea; and Mr. Von Moll, yea.

**OPEN SESSION**

Mr. Garrison made a motion, seconded by Mr. Von Moll, to recommend to the full Board that the FY 2015 CMRS Close Out Report be approved; passed 6-0. Mr. Garrison made a motion, seconded by Mr. Von Moll, to recommend to the full Board that the FY 2017 CMRS Funding Requests from East Kentucky Network, Ntelos, Sprint, and US Cellular be approved; passed 6-0.

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

Respectfully submitted,

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

Approved by sub-committee: \_\_\_\_\_  
(date)