

Finance Committee of the E911 Service Board

Meeting Minutes

August 2, 2011
10:00 AM - CESC

Members Present: David Von Moll, Chairman
John Knapp, Jr.

Lt. Col. Robert Kemmler
Pat Shumate

Members Absent

Staff Present: Dorothy Spears-Dean, Coordinator
Steve Marzolf, ISP Director
Lisa Nicholson, Program Manager

Lewis Cassada, Program Manager
Terry Mayo, Administrative Assistant

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 10:00 AM. The Chairman welcomed everyone to the meeting.

2. APPROVAL OF THE MINUTES FROM JULY 8, 2011

Chairman David Von Moll asked for changes/additions to the July 8, 2011 minutes, and there were none. Mr. Knapp made a motion to approve the Minutes of their August 8th meeting. Lt. Col. Kemmler seconded the motion. Chairman Von Moll called for the vote, and the vote passed unanimous; **4-0-0**.

3. FY2012 PSAP GRANT FUNDING

Mr. Marzolf provided the Committee with the total amount of awarded grant funding that was returned to the fund was \$1,927,333. All of this funding has been received and is currently cash in the fund balance. If additional grants were to be awarded to this amount, FY2012 PSAP grants in categories C-5 through C-9 could be funded. Mr. Marzolf cautioned the Committee that there are other obligations on the fund such as the wireline grant to Lee County that must be considered. He said that FY2011 had not yet been closed out so final balances had not been determined. After significant discussion, Chairman Von Moll asked if the Committee wanted to take a position on recommending awarding additional PSAP grants. Lt. Col. Kemmler made a motion to not award any additional FY2012 PSAP grants and that any funding returned from prior grants are returned to the fund balance. Mr. Knapp seconded the motion. Chairman Von Moll called for the vote, and the vote passed unanimous; **4-0-0**.

4. PSAP TRUE-UP DATA VALIDATION PROCESS

Mr. Marzolf presented the Committee with the process to be used to validate the FY2009/FY2010 PSAP True-up data. He explained the reasons the validation were being conducted, how the PSAPs were selected for validation and the process for validation. He reviewed with the Committee several examples of documentation that had been accepted under the old true-up validation process. Chairman Von Moll said he felt the process would provide appropriate validation, but asked the staff be sure that independently verifiable information be used to support any submitted documentation. The validation information will be due from the PSAPs by September 30, 2011. No action was taken by the Committee.

5. PSAP FUNDING FORMULA RECALCULATIONS

Mr. Marzolf discussed with the Committee the future process to be used with the PSAP funding formula. He presented the challenges with the current funding formula process and the efforts to date to change that process. Mr. Knapp discussed the work of the Committee he chaired with Lt. Col. Kemmler in 2010. Mr. Marzolf provided the historical perspective of how the fund distribution was established and the forces that have impacted how the funds are processed. Lt. Col. Kemmler commented that the results of the validation process will be beneficial to the Committee's review. Mr. Marzolf reminded the Committee that the time constraint on this issue is that the next recalculation needs to be conducted by January 2012 for implementation in FY2013 (July 1, 2012). Lt. Col. Kemmler commented that any changes made can be phased in over several years reducing the immediate impact on any PSAP. Chairman Von Moll mentioned the legislative requirement to use cost and call in the calculation of the distribution and offered that if a change were needed it could be included in this year's legislative agenda. No action was taken by the Committee at this meeting. The Committee will continue the discussion of this issue at future meetings.

6. FUTURE MEETING TOPICS

Chairman Von Moll mentioned the following future meeting topics for the Committee:

- PSAP Funding Formula Recalculation
- Reserve Balance Policy
- PSAP Grant Program Fiscal
- Cash Management of Transfers to Other Funds

7. OLD BUSINESS:

There was no old business to come before the Committee.

8. NEW BUSINESS

There was no new business to come before the Committee.

9. PUBLIC COMMENT

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

10.ADJOURNMENT OF THE MEETING

Chairman Von Moll adjourned the meeting of the Committee at 12:15 PM.

Respectfully Submitted:

Steve Marzolf

(Date)