

Board Meeting
Wednesday, July 12, 2006
10:00 AM, 4th Floor Auditorium

Members Present:	Lem Stewart, Chairman Tracy Hanger Captain John Furlough Linda Cage Bobby McAvoy	Chief Michael Neuhard Chief Frankenstein Pat Shumate Robert Woltz
Remote:	Southwest Virginia	Roanoke
Members Absent:	Denise Smith Sheriff Newman	David Von Moll Fred Vincent
Staff Present:	Steve Marzolf, Coordinator Dorothy Spears-Dean	Jerry Simonoff Terry Mayo

1. CALL TO ORDER

Lem Stewart called the meeting of the Board to order at 10: 03 a.m. He welcomed everyone to the meeting.

2. APPROVAL OF APRIL MINUTES

Mr. Stewart called for the approval of the June minutes as written. Captain Furlough made a motion that the minutes be approved for June, and Mr. Robert Woltz seconded the motion. The motion was approval; 9-0-0.

3. FINANCIAL REPORT

Mr. Marzolf addressed the Board. Mr. Marzolf informed the Board that the FY2006 year-end report is not yet ready. Mr. Marzolf informed the Board that the May report (see attachment) does not include the LMU settlement. Mr. Marzolf informed the Board that there will be a fund balance at the end of the fiscal year, and that everything is looking good financially.

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf addressed the Board and referred them to monthly status summary. There is a quite a lot of change this time in the report because staff has been contacting carriers and PSAP getting the updates.

5. Grant Guideline Development

Mr. Stewart asked Chief Neuhard, Chairman of the Grant Guidelines Committee, to address the Board about the Grant Guideline Committee. Chief Neuhard said they

did not have time to get the Board all of the information in advance. Chief Neuhard said that the committee listened to the Board and PSAP input when developing the Guidelines. Chief Neuhard thanked the Committee and staff. Dorothy Spears-Dean has given the committee great deal of support. Chief Neuhard briefed the Board about the process the committee went through to develop the Guidelines. Chief Neuhard listed the Committee members. He said that the committee explored all of the grant issues. He has provided the Board with a final draft of the guidelines (see attachment). The Committee also recommended to the Board members to serve on the Grant Committee. It was recommended that the Grant Committee consist of nine members, to include the appointment of two at-large Board Members, and in order to represent geographic diversity, varied operational capacities of PSAPs. Annual submission deadline for grant applications will be September 30th of each year. Chief Neuhard then went through the Grant Guidelines Proposal with the Board.

Mr. Stewart commended the Chief for all of his hard work. He said this is not a simplistic subject. Mr. Stewart went through various topics in the Grant Guidelines Proposal and asked for questions and discussions from the Board and Public. Several Board members had questions include Mr. Robert Woltz, and Mr. Pat Shumate. Mr. Marzolf referred the Board to questions from several localities and VML (see attachment). The Chief and committee addressed all concerns. Mr. Stewart asked all if their concerns have been satisfied. All were in agreement that their concerns have been satisfied including VML, Ms. Mary Jo Fields.

Mr. Stewart discussed the committee appointments, and asked for a motion that the guidelines in consideration with the recommended changes/concerns be accepted. Mr. Robert Woltz made a motion to accept the guidelines as submitted modifying the definition of regional projects to not exclude towns from being a primary applicant, and providing approval from the Attorney General's office is obtained. Captain Furlough seconded the motion. The Guidelines were approved 9-0-0.

Mr. Stewart informed the Board of the newly appointed grant committee. The Committee Members are: Chief Neuhard (chair), Fred Vincent (Board Member), Bill Agee (APCO), Tim Addington (PSAP), Greg Staylor (PSAP), Mike Edwards (VACO), Janet Areson (VML), George Thomas (NENA) and Chris Essid (OCP). Dorothy Spears-Dean will continue to provide staff support to the Committee. Mr. Robert Woltz asked about appointments terms. Mr. Marzolf said that when they send the letters out the Committee Members, they will indicate the term.

OLD BUSINESS

a) Public Education Website—Dorothy Spears Dean addressed the Board concerning the Public Education Website. It is a part of the Public Education Objective. Ms. Spears-Dean said the objective is to create an interactive web-site, establish a catalog of public educational items for PSAP educators, and develop lesson plans for target audiences of 911 public education.

The Virginia Wireless E911 approved \$60,000 to develop the E911 public education website. VITA PSC Division is providing project management support, and the developmental input has been supplied by a 911 Education Website Committee made up of PSAP personnel from centers around the State. Ms. Spears-Dean gave a brief background and demonstration of the website. Virginia used the Maine Website as a guide. Steve Marzolf informed the Board that it will be putting out an email about the website to all localities.

Mr. Stewart asked for discussion/input, and there were none.

6. NEW BUSINESS

- a) Mr. Marzolf reminded the Board of the creation of the Integrated Services Program (ISP), which was presented at the last meeting. One of the changes associated with the new program is that Dorothy Spears-Dean is now the Deputy Coordinator of Public Safety Communications. Mr. Marzolf said that the Board and Public will be seeing more and more of Ms. Spears-Dean.

Mr. Marzolf mentioned the Annual Report to the Board, and said that he is not expecting anything to be controversial this year, nor is he expecting any Legislative changes. This year the Board will be focusing on what it is doing now and where it is going in the future.

Mr. Marzolf informed the Board that the CMRS Committee met prior to the full Board meeting and is recommending modification to the 2005 True-up for U.S. Cellular to include their final invoices; and approval of the CMRS provider's FY2007 funding submissions. Mr. Stewart asked for a block vote. Mr. Pat Shumate made a motion that the modifications and the funding to the Carriers be approved. Linda Cage seconded the motion. All approved 9-0-0.

Mr. Stewart asked for Public comment. Linda Cage asked about the additional PSAP member to the Board. Mr. Marzolf replied that there would be an additional PSAP member of the Board soon.

Mr. Stewart thanked everyone for coming.

7. ADJOURN MEETING OF THE BOARD

Mr. Stewart called for a motion to adjourn the meeting of the E911 Wireless Service Board at 11:27AM. All approved; motion; passed 9-0-0.

Respectively Submitted:

(Date)