



WIRELESS E-911 SERVICES BOARD

May 8, 2002

10:00 a.m.

110 S. 7th Street
3rd Floor Conference Room
Richmond, Virginia 23219

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| Members Present: | Jerry Simonoff, Chairman James McDonnell, Vice Chairman Captain John Furlough Terry Hall Tom Hanson (departed 12:00pm) | Ralph Jones Robert Layman David Von Moll Mary Ellen Fahed (for Chief Stanley) |
| Members Absent: | Melvin Breeden Edward Coglio Sheriff Ron Oakes | Chief Henry Stanley Chief Julian Taliaferro Robert Woltz |
| Staff Present: | Steve Marzolf, Coordinator Mel Sheridan, Analyst Brenda Bolton, Administrative Assistant | |

1. CALL TO ORDER

Jerry Simonoff, Chairman, called the meeting of the Wireless E-911 Services Board (hereafter referred to as the Board) to order at 10:00 a.m. Mr. Simonoff welcomed all in attendance.

2. APPROVAL OF APRIL MINUTES

Cpt. Furlough made a motion, seconded by Mr. Hall, that the Board minutes of April 10, 2002 be approved as presented; passed 8-0-0.

3. FINANCIAL REPORT

Mr. Marzolf presented the financial report through April 2002.

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf gave the Board an overview of the monthly reports filed by each CMRS Provider as per attached.

5. WIRELINE E-911 FUNDING SUBMISSIONS

In reviewing the submissions, the following issues were brought to the Board's attention and were addressed separately:

1. Craig County request for 100% funding.
 - Staff recommended supporting this request based on the demonstrated financial need of the jurisdiction and because it was felt that without this level of support, the jurisdiction would elect not to implement wireline enhancements as allowed under §56-484.16 (D) of the *Code of Virginia*.
 - Mr. Hall made a motion, seconded by Captain Furlough that the Board fund 100% of the cost of Wireline E-911 for Craig County and another other locality that would be exempt from implementing E-911 under §56-484.16 (D) of the *Code of Virginia*, contingent upon a commitment by the jurisdictions to provide for the recurring wireline costs not covered by grant funds, passed 7-1-0.
2. Internal versus external project management
 - Mr. McDonnell made a motion, seconded by Mr. Von Moll that both internal or external project management costs be considered for wireline funding; passed 8-0-0.
3. Cost for mapping and addressing in southwest region.
 - This issue was brought before the Board for informational purposes only. No action taken.
4. Signage costs (varied \$155 - \$225 per sign.)
 - This issue was brought before the Board for general information purposes only. Staff will pursue reason for the varied pricing of signage. No action taken.
5. Equipment maintenance contract
 - This issue was brought before the Board for informational purposes only. Staff will check with jurisdictions to be certain that costs do not include wireline maintenance. No action taken.

Mr. Marzolf presented the attached spreadsheet summarizing the Wireline E-911 Grant Funding Requests for FY2001 through FY2003. Mr. McDonnell made a motion, seconded by Mr. Hanson that the Board approve all as submitted, with the temporary exception of Dickenson and Scott counties; passed 8-0-0.

Mr. McDonnell made a motion, seconded by Mr. Jones that Dickenson and Scott counties be approved with the direction to staff to work with the counties and vendors involved to determine why the estimated costs are significantly higher than costs submitted for similar services by other localities and to work with the counties to reduce the cost to the extent possible; passed 8-0-0.

6. CMRS PHASE II COST RECOVERY

Mr. Marzolf presented the attached revised "Guidelines for the Submission of CMRS Costs" (revisions are in bold print). Mr. Marzolf also stated that on page 6, the second line of bold section, the words "by the Board" be stricken from the document. Vote on these guidelines was tabled due to requests that were made by CMRS providers to address the CMRS Subcommittee or the full Board prior to adoption of guidelines.

7. OLD BUSINESS

- **Statewide Base Mapping Project**

Mr. Bill Shinar, Coordinator, Virginia Geographic Information Network briefed the Board regarding the Statewide Base Mapping Project as per attachments.

- **Board Schedule**

Mr. Marzolf presented the attached meeting schedule for subsequent Board meetings, beginning in FY2003. Vote tabled due to the lack of a quorum.

- **Project Management IFB Update**

Mr. Marzolf briefed the Board regarding the Project Management IFB. Contracts have not yet been signed due to a bid protest. Once this issue is resolved, contracts will be signed and a procedure for requesting the services will be posted on the website at www.va911.org.

8. NEW BUSINESS

- **FY2003 PSAP Requests
(Loudoun County, Norfolk (Phase II), Vinton)**

Mr. Marzolf presented PSAP requests for FY2003 for Loudoun County, Norfolk (Phase II), and Vinton as per attached. Vote tabled due to lack of a quorum.

- **Mathews County Extension Request**

Mr. Marzolf presented a request for an extension for wireline per the attached letter. Vote tabled due to the lack of a quorum.

9. ADDITIONAL BUSINESS

- **Additional Board Comments**

Mr. Marzolf made the suggestion for York County to host a board meeting in order for board members to experience a Phase II call. Staff will poll board members for availability.

10. ADJOURNMENT

Mr. Von Moll made a motion, seconded by Mr. Layman to adjourn the meeting due to lack of a quorum; passed 7-0-0.

Respectfully submitted,

Brenda A. Bolton
Administrative Assistant
Public Safety Communications Division
Department of Technology Planning

Approved by Board: _____
(date)