



WIRELESS E-911 SERVICES BOARD

January 12, 2005

10:00 a.m.

110 S. 7th Street
4th Floor Auditorium
Richmond, Virginia 23219

Members Present:	Lem Stewart, Chairman Sheriff Ron Oakes Tracy Hanger Captain John Furlough Denise Smith	Pat Shumate Linda Cage Gaylene Kanoyton Fred Vincent Chief Neuhard David Von Moll
Remote:	Virginia Beach	Southwest Virginia
Members Absent:	John Howell Chief Henry Stanley	Robert Woltz
Staff Present:	Steve Marzolf, Coordinator Dorothy Spears-Dean, Analyst Terry Mayo, Assistant	Jerry Simonoff Sam Keys, Analyst

1. CALL TO ORDER

Lem Stewart, Chairman, called the meeting of the Wireless E-911 Services Board (hereafter referred to as the Board) to order at 10:05 a.m.

2. APPROVAL OF NOVEMBER MINUTES

Chief Neuhard made a motion, seconded by Captain Furlough, that the minutes from the last meeting of November 10, 2004 be approved as presented; passed 11-0-0.

3. FINANCIAL REPORT

Mr. Marzolf presented the financial report for the period ending November, 2004 (see attached). Mr. Marzolf informed the Board that it has incurred total revenue of \$20.5 million year to date which includes a transfer of \$3.7 million to State Police, and \$125,000 to VGIN which is required within the budget. Mr. Marzolf also informed the Board that the Carriers have received just under \$7 million, and the majority of that was actually for costs incurred

last fiscal year that was not billed until this fiscal year. The total revenue for the first five months is \$15,892,000. The revenue for the month is shown as \$3.66 million which includes revenue from the prior month as well. The fund balance when we started was \$15.2 million, and we have a cash balance now of \$10.64 million.

4. CMRS MONTHLY STATUS SUMMARY

Mr. Marzolf gave the Board a summary of the CMRS reports (see attached). Mr. Marzolf informed the Board that carriers did not make a lot of progress in the last two months since the Board met.

5. FY2006 PSAP FUNDING REQUESTS

Mr. Marzolf informed the Board that they received 112 funding submissions from PSAPs totaling \$17.3 million, which was slightly more than was estimated (see attachment). The total for dedicated equipment was \$1.2 million, \$850,000 in shared equipment and \$608,000 in LEC cost. The largest share of the money is going to Personnel costs. Mr. Marzolf informed the Board that he has two corrections for submissions, and they are Alexandria Police Department for \$430,067.00, and the City of Hampton for \$343,747.73.

Mr. Marzolf informed the Board that there were a few late submissions - Fluvanna, James City, Tazewell, Waynesboro, and Williamsburg. They all were received after the October 1, 2004 deadline. Mr. Marzolf informed the Board that the minimum percentage for this year which is based on the FY2004 True-Ups has been calculated as 11.47%. This will be the number under the shared equipment that will be used this coming year for the minimum percentage.

The only issue that came up in the review this year was an issue in which several counties put in their mapping system at the 911 percentage rather than their all call percentage. The two different percentages are the wireless 911 calls divided by the total calls answered by the PSAPs which average about 11.47% in the Commonwealth versus the Wireless 911 divided by 911 calls which average about 40-45% across the Commonwealth. These localities were contacted. All the localities accepted this with the exception of Bill Agee, Franklin County, who challenged this, and is asking the Board to reconsider.

Mr. Marzolf informed the Board that this issue came up last year, and was referred to the PSAP Funding Committee. The PSAP Funding Committee did not make a recommendation at the time, a PSAP said they would be making a more comprehensive proposal to the Board on changing the way the Board funds PSAP costs. As a result, the committee recommended tabling any action until a proposal was made. However, that PSAP has not yet made that proposal and the issue was never finalized by the Board. Mr. Agee, Franklin County addressed the Board with his proposal.

Mr. Stewart suggests that this issue be studied by a subcommittee, and that the focus of that subcommittee be broader than the issue of just the mapping funding. Captain Furlough requested that staff provide a fiscal impact statement for the results of the committee. The Board agreed that the subcommittee should be reformed. Mr. Stewart called for the motion to approve the PSAP funding request. Ms. Cage made a motion, seconded by Mr. Von Moll, that the PSAP funding request be approved; approved 11-0-0.

6. OLD BUSINESS

- a) FY2004 True-up Corrections – Mr. Marzolf reminded the Board that in November they approval the True-ups for FY2004 for the PSAPs. As staff was preparing payments, they found several small math errors in the true-ups (rounding). A few had substantive errors that needed to be corrected. Additionally, true-up reports were received from the seven PSAPs that had not submitted them by November meeting (see attached). Mr. Marzolf recommended approval of the FY2004 Corrective submissions and the seven which had been previously missing. Gaylene Kanoyton made a motion, seconded by Mr. Von Moll, that the FY2004 Corrective True-ups be approved; approved 11-0-0.
- b) Project Management Program - Mr. Marzolf informed the Board that three years ago the Board, recognizing that smaller localities did not have the resources or the technical expertise to deploy Wireless E911, implemented a program of project management. The concept was that assistance would be provided to get the smaller localities over the hump of deployment. The plan was that as deployment was completed, the assistance would discontinue. Originally, assistance was to end at the end of FY2004, but was extended to December 31, 2004. As that date approached, there were about 40 localities that still needed some sort of help. Many already had one or two carriers deployed and needed to deploy one or two more.

Mr. Marzolf recommended continuation of project management for six months with increased oversight of the task assignments. However, the assistance would still end after deployment And several PSAPs have expressed concern about not having assistance post-deployment. Bill Agee spoke towards this issue. Mr. Agee suggested several methods by which continued assistance could be provided including continuation of the existing project management program, allowing the PSAPs to contract for the assistance and providing cost recovery and expanding VITA staff to provide assistance. Mr. Marzolf noted that not all PSAPs would want or need assistance. Mr. Stewarts suggested that the subcommittee looking at PSAPs costs be tasked with looking at post-deployment project management and other issues related to providing assistance and economies of scale to the PSAPs. Mr. Shumate requested that during the upcoming regional PSAP managers meetings that staff discuss this concept and get feed back from the PSAP managers.

On the subject of the project management extension, Chief Neuhard made the motion, seconded by Mr. Vincent, that the project management program be extended for six months with the recommended increased oversight of the tasks being performed; approved 11-0-0.

- c) Legislative Update (State and Federal) - Mr. Marzolf informed the Board that the bill requested by the Board was not on line yet; therefore, does not have a bill number. As soon as it is available Mr. Marzolf will email it to the Board. Mr. Marzolf briefed everyone on the changes. On the federal legislation, Mr. Marzolf advised the Board that the President signed on the 23rd of December for the creation of a national 911 coordination office and a grant program for E911.

- d) Extension Requests – Mr. Marzolf presented six extension requests to the Board (see attached) recommending approval. Mr. Vincent made a motion, seconded by Ms. Kanoyton, to approve the extension requests from Bland, Buchanan, Campbell, Lee, Russell and Wise; approved 11-0-0.

- e) FY2005 Funding Adjustments – Mr. Marzolf presented two funding adjustments to the Board (see attached) – Greenville and Surry and recommended approval. Sheriff Ron Oakes made a motion, seconded by Captain Furlough, to approve the funding adjustments for Greenville and Surry Counties; approved 11-0-0.

7. NEW BUSINESS

Mr. Marzolf advised that the CMRS subcommittee met before the Board meeting, and is recommending approval of the 2006 funding submissions for Carriers. All submissions were received on time, but two have not made submissions as of yet. Mr. Shumate made a motion, seconded by Mr. Von Moll, that CMRS Subcommittee’s recommendation be approved; approve 11-0-0.

Mr. Marzolf advised the Board that the subcommittee also considered the issue of cost recovery of location measurements units. The Board had received only two requests for LMU funding. Ms. Cage made a motion, seconded by Mr. Von Moll, that the Board delegate to the Chief Information Officer the authority to approve and enter into settlement with Cingular Wireless to resolve the costs for location measurements units for Cingular Wireless, AT&T Wireless Services, and the former areas of Triton PCS, on terms and conditions satisfactory to the CIO, including but not limited to a requirement that Cingular must refund with interest the settlement payment if any of the LMUs wholly or partially funded by the settlement are later used for any application other than E-911; approved 11-0-0.

8. ADJOURN MEETING OF THE BOARD

Mr. Stewart informed the Board that the next meeting will be held on March 9, 2005, and called for the motion that the January Board meeting be adjourned. Chief Neuhard made a motion, seconded by Ms. Kanoyton that the meeting be adjourned; approved 11-0-0.

Respectfully submitted,

Approved by Board: _____
(date)