

Board Meeting
Wednesday, January 30, 2008
10:00 AM - CESC

Members Present:	Lem Stewart, Chairman Linda Cage David Von Moll Captain John Furlough Chief Ed Frankenstein Robert Layman Sheriff Fred Newman	Robert Woltz, Jr. – Co-Chairman Phil Heins Pat Shumate Battalion Chief Tracy Hanger Chief Ron Mastin Bobby McAvoy
Remote	Southwest Virginia Northwest Virginia	Roanoke
Members Absent:	Fred Vincent	Denise Smith
Grant Committee Present:	Bill Agee George Thomas	Greg Staylor
Staff Present:	Dorothy Spears-Dean, Coordinator Jerry Simonoff, ITIES Director Terry Mayo, Board Administrative Assistant	Steve Marzolf, ISP Director Carrie Smith Nee, AG’s office Samuel Keys, Regional Coordinator

1. CALL TO ORDER

Lem Stewart called the meeting to order at 10:01 AM.

2. APPROVAL OF MAY MINUTES

Mr. Stewart called for approval of the September minutes as written. Mr. David Von Moll made a motion that the minutes be approved for September, and Captain Furlough seconded the motion. The motion was approved; 9-0-0 (Robert Layman, Robert Woltz, Jr., Bobby McAvoy and Sheriff Fred Newman arrived after the vote).

3. GOVERNOR’S BUDGET AMENDMENT

Mr. Stewart informed the Board that Secretary Chopra was called to the General Assembly and will not be able to attend this meeting. Mr. Stewart briefed the Board on the Governor’s Budget Amendment, and informed the Board that Michael Kline of VDEM will now be the new Chair for the Wireless Board per the Governor’s recommendation. Mr. Stewart; however, will still maintain a seat on the Board.

4. COMPUTER MODELING AND SIMULATION

Mr. Stewart informed the Board that Secretary Chopra was scheduled to deliver information on this topic, and since he was unable to attend, the topic will be discussed at another meeting.

5. FINANCIAL REPORT

Ms. Spears-Dean addressed the Board and gave a very brief summary. Ms. Spears-Dean stated that the Board has a remaining fund balance of \$18,391,620.80 (see attachment).

6. CMRS MONTHLY STATUS SUMMARY

Ms. Spears-Dean addressed the Board and referred them to the monthly status summary. Ms. Spears-Dean informed the Board that a lot of progress has been made, and that Phase II deployments are in the process of being updated. Ms. Spears-Dean will provide the Board with an updated summary during the February scheduled Board meeting.

7. FY09 PSAP GRANT PROGRAM

Ms. Spears-Dean briefed the Board on the meeting of the Wireless E-911 PSAP Grant Committee, which met on January 23, 2008 at the Henrico County Emergency Operations Center. The committee had \$10,884,794 available to them and could recommend funding requests totaling \$8,707,835 from the Continuity Program and funding requests totaling \$2,176,959 from the Enhancement Program. PSAPs submitted a total of 102 applications for consideration. The Grant Committee reviewed all 102 applications, and is recommending \$7,808,744 in funding requests, which includes \$6,067,886 for the Continuity and Consolidation Program, and \$1,740,858 for the Enhancement Program. Ms. Spears-Dean informed the Board that there were some Continuity/Consolidation Exceptions which include Dickenson County (appeal); Amelia County (appeal); Brunswick County; Eastern Shore (two exceptions); and Williamsburg.

Dorothy Spears-Dean informed the Board that there were also some Enhancements Exceptions which included Arlington County; Page County; Virginia Beach (appeal); Suffolk Police Communications, James City County; Eastern Shore (two exceptions), Bath County; Patrick County; Floyd County (two exceptions); Stafford County; Danville; Staunton; Portsmouth; and Middlesex.

Mr. Stewart asked how many total appeals the Committee will be reviewing. Ms. Spears-Dean said there were 3 appeals. Mr. Stewart asked the Board and Public if there were any questions, discussions, or comments before the Board voted on the recommendations. Mr. Bob Nibarger with Virginia Beach 911 asked if he could address the Board. Mr. Nibarger was granted permission to address the Board.

Mr. Nibarger handed out to the Board Members a copy of his justification for the Virginia

Beach 911 Grant Request. He is asking the Board to consider an in-kind contribution in lieu of a required local financial match.

Mr. Stewart asked if any member of the Committee wanted to make a comment. Robert Woltz asked if money does not come from the Board does that mean that Virginia Beach will not be able to do what they wanted to do. Bob Nibarger said that Virginia Beach will be able to do the project; however, it would not be able to do so this fiscal year. Virginia Beach's budget is decided on a two-year planning cycle. Mr. Woltz asked if Mr. Nibarger has any idea about implementation costs. Mr. Nibarger said not at the moment but he is willing to work with staff to develop this information and present it to the Board at the next meeting. Mr. Stewart said he is intrigued by the proposal, and he thinks it is something the Board should take a look at. Mr. Stewart also thinks the proposal has merit, and would like for the Board to look into how it can progress in this future direction. Mr. Pat Shumate commented that he thinks that this is a problem that all the PSAPs have in common. Mr. Robert McAvoy said it is not a problem that is common only to PSAPs. However, it is important to determine how to measure the success. Mr. Robert Layman commented that he agrees with this program that Mr. Nibarger is putting forth. Mr. David Von Moll asked what Virginia Beach is going to do about the money that has already been budgeted, \$15,000. Chief Ed Frankenstein asked if Virginia Beach has looked at utilizing unexpended year-end personnel balances and if he knew how much this amount might be. Bob Nibarger said he will not know until the end of the fiscal year what he will have to work with. He said he could go back and get that information if the Board would like. Mr. Stewart said he does not think it is something that we need to resolve today at this meeting. He thinks this is something that should be a part of the Comprehensive Plan. Mr. Stewart asked Mr. Nibarger to spend time with the PSC staff to flush out this information and bring it back the information to the February meeting. Chief Ron Mastin said he thinks this is a good approach. He thinks this is a significant proposal along the Commonwealth.

Discussions continued between Mr. Nibarger and the Board members including comments from Steve Marzolf, Dorothy Spears-Dean, Robert Woltz, Tracy Hanger and Mr. Stewart. It was decided that Mr. Nibarger will work the PSC staff and bring back information to the Board at the February meeting.

Ms. Spears-Dean informed the Board that she left out City of Blacksburg in her list of Exceptions that the committee did not recommend.

Ms. Spears-Dean informed the Board that Dickenson and Amelia Counties were Exceptions that the Committee would like for the Board to consider.

Mr. Stewart suggested addressing Amelia's exception first. Mr. Pat Shumate made a recommendation that Amelia County's Exception be approved. Ms. Linda Cage made the motion to approve, and Captain John Furlough seconded the motion. The motion was approved **13-0-0**.

Mr. Stewart asked for the Board's thoughts on Dickenson County. Questions were asked by Captain Furlough, and Robert McAvoy. Dickenson County addressed the Board and said that they will be acting as one PSAP. Mr. Pat Shumate asked if the grant proposal was very critical to Dickenson County. Dickenson County informed the Board that it has gotten word from their Board of Supervisors that they will not have any funding from the County. Mr. Pat Shumate said he thinks the Board should try to help them out. Battalion Chief Tracy Hanger asked if the County has the \$55,000 to make up the rest of the cost. Mr. Steve Marzolf made

a suggestion that the Board consider the grant request as it will be considering the request for Virginia Beach. He is suggesting that Dickenson County work with staff to develop a plan, and provide more information at the February meeting. Mr. Marzolf also informed the Board that Northrop Grumman is working to bring forward hosted projects, and he is recommending that Dickenson County come back to the Board in February with a preliminary report, and in the March meeting provides the Board with the final report. Mr. Stewart commented that this is going to become a reoccurring problem with aging equipment. The Board members all agreed that the PSC staff should look at this issue and bring back more information to the meeting in February. Ms. Spears-Dean asked that the Board approve \$150,000 for Dickenson County right now on the assumption that they will come up with the match. Mr. Woltz asked for some clarification concerning the local match. Dorothy Spears-Dean said there is none right now because the grant has not been awarded. Mr. Stewart asked that the Board should consider the recommendation on the Committee's requirement.

Mr. Stewart asks the Board for a motion to approve the grant recommendations as submitted. Mr. Robert Woltz commented with the exception of Amelia. Captain John Furlough made the motion to approve the grants submitted with the exception of Amelia. Mr. David Von Moll seconded the motion, and all approved; **13-0-0**.

Mr. Bill Agee addressed the Board on behalf of the PSAP Grant Committee, and said that the Committee thought the Board should set precedence with regard to an exemption from a required local financial match and thought that a waiver had already been granted in the last grant cycle. Mr. Robert Woltz commented that he thinks the Committee should recommend when policy changes are necessary and not wait on the Board to set precedence. Robert Woltz thanked the Committee for what they did on the grant process.

8. VIRGINIA COMPREHENSIVE PLAN FOR E911

Ms. Spears-Dean addressed the Board on the Virginia Comprehensive Plan for E911 (see attached plan). Ms. Spears-Dean refreshed the Board on the process on how the plan was developed. Ms. Spears-Dean said that Touchtone was contacted to work with Public Safety to develop this plan. The Strategic Goals of the plan are to provide a standard level of emergency response service to the public and to position 911 Centers to continuously meet the public's expectations. The staff's recommendation is to continue to use Touchstone for a period of 90 days, until the position that has been advertised for the PSC Division is completed and filled.

Ms. Spears-Dean informed the Board that PSC has received some concerns from the Virginia Chapter of NENA regarding the Virginia Comprehensive Plan for E911 (see attached letter from Virginia NENA). Mr. Robert Woltz asked a question concerning the assignment of duties.

Rodney Gentry representing Virginia Chapter of NENA addressed the Board and clarified its position on the assignment of duties. Mr. Gentry informed the Board that it only had problems with some of the language in the document. Mr. Woltz asked if the Board changed the wording from assigned duties to assigned emergency 911 duties would that help. Mr. Gentry replied that the biggest issue with the document is the issue to replace "solely" with "primarily." Mr. Stewart asked if that change was agreeable with the Board. They all approved. Dorothy Spears-Dean informed the Board that staff is recommending language to address additional concerns presented by NENA. The Board approved of the changes. .

Mr. Woltz made a motion to adopt the Virginia Comprehensive E911 Plan. Mr. Von Moll seconded the motion, and the motion was approved; **13-0-0**.

Pat Shumate made a motion for the PSC staff to continue to work with Touchstone until the PSC position is filled. Sheriff Fred Newman seconded the motion; approved **13-0-0**.

9. ISP/PSC BUSINESS PLAN

Steve Marzolf addressed the Board and briefed them on the ISP/PSC Business Plan which consisted in the merging of PSC, VGIN, and Radio Engineering. Mr. Marzolf informed the Board of the progress of the ISP Division. Mr. Marzolf informed the Board that the PSC Division has four regional coordinators (Southwest, Roanoke, Northwest and Central Virginia). Mr. Marzolf said the ISP Division; in particular the PSC staff would like to expand to seven regions. Two additional regional coordinator positions are need for Regions three and seven. A staff member already in place within the ISP Division will be shifted to region five. The Division has also received an MOU for interoperability support. Mr. Marzolf is seeking the Board's endorsement of the expansion of the two new positions which will not result in a monetary or budget change for the Division. Mr. Stewart asked the Board Where we are going – Expand to seven regions (align to HS regions), Need two additional regional coordinator positions (Regions 3 and 7), one existing staff to shift to region five, and an MOU for integration of Interoperability Support and Emergency Preparedness. Mr. Stewart said he would carry this information to the Governor's office, and made a motion that the Board endorses Mr. Marzolf recommendation to move forward with the new staffing plan and integration of Interoperability and Emergency Preparedness. Sheriff Newman made a motion to approve the endorsement. Mr. Woltz seconded the motion for endorsement, and all approved; **13-0-0**.

10. OLD BUSINESS

Mr. Marzolf informed the Board that Counsel, Carrie Smith Nee, has recommended that the Board make a motion to approve Dorothy Spears-Dean as the PSC Coordinator. Mr. Stewart made the motion to accept Ms. Spears-Dean as the new PSC Coordinator. Captain Furlough seconded the motion. The motion was approved; **13-0-0**

- a. **FY 07-08 PSAP Recalculation:** Mr. Stewart asked Dorothy Spears-Dean to address the Board concerning the FY07-08 PSAP Recalculation. Ms. Spears-Dean informed the Board that the recalculations have been completed, and they are in the Board's packets (see attachment). The only change is for Chincoteague which is now a primary PSAP and will begin receiving wireless funding. Ms. Spears-Dean informed the Board that this recalculation change has been put forth already, and is ready to take effect. Mr. Stewart called for a motion to approve the recalculation as submitted. Mr. Woltz made the motion to approve as submitted, and Captain Furlough seconded the motion, and all

approved **13-0-0**.

Sam Keys asked Ms. Spears-Dean if Poquoson had been included with York County in this recalculation. Ms. Spears-Dean said that Poquoson was listed separately because the consolidation with York occurred in FY 08, and this report is based on FY 07 data.

- b. **FY 06 True-Up Adjustments:** Ms. Spears-Dean informed the Board that Greenville and Southampton have true-up adjustments. Greenville is asking for an additional \$5,000 and Southampton is asking for an additional \$9,225.60. They both are asking that this be done for their FY06 true-ups. Mr. Von Moll made a motion that the adjustments be approved. Chief Ron Mastin seconded the motion. The motion was approved; **12-0-1**.

11. NEW BUSINESS

CMRS Committee Report: Mr. Steve Marzolf informed the Board that the CMRS Committee met before this Board meeting and has three items it is recommending to be approved as one single motion. The items are: (1) FY09 CMRS submissions for nTelos, Alltel and Triton PCS; (2) Request for Sprint for the current fiscal year; and (3) Approval for FY07 Close-outs for Alltel, Cellular, nTelos, Sprint, Triton PCS, and Verizon, which collected cost recovery for the first two quarters and is not requesting cost recovery for the subsequent two quarters. The Committee is recommending that the Board approve this recommendation. Mr. Shumate made a motion that the Board approves the Committee's recommendation. Sheriff Newman seconded the motion. The Board approved the recommendation; **12-0-1**.

Mr. Stewart addressed the Board and public to introduced Michael Kline as the new Chairman of the E911 Wireless Service Board.

12. ADJOURN MEETING OF THE BOARD

Mr. Stewart thanked everybody for coming, and asked for any questions, and there were none. The meeting was adjourned at 12:21 PM.

Respectfully Submitted:

Terry D. Mayo

(Date)