

E911 Wireless Service Board Meeting  
Thursday, July 24, 2008  
10:00 AM - CESC

Members Present:	Michael Cline, Chairman Lem Stewart, Ex -Chairman David Von Moll Chief Ed Frankenstein Linda Cage Fred Vincent Robert Layman	Robert Woltz, Jr. – Vice-Chairman Phil Heins Pat Shumate Denise Smith Battalion Chief Tracy Hanger Sheriff Fred Newman Captain John Furlough
Members Absent	Bobby McAvoy	Chief Ron Mastin
Remote	Abingdon Culpeper	Roanoke
Grant Committee	Bill Agee	George Thomas
Staff Present:	Dorothy Spears-Dean, Coordinator Steve Marzolf Sam Keys Terry Mayo	Lyle Hornbaker Pokey Harris Donna Brown Chris Hardesty

**1. CALL TO ORDER**

Mr. Lem Stewart called the meeting to order at 10:03 AM. Mr. Stewart announced that this was his last official act as Chair of the E911 Wireless Service Board, and that he was turning the role of Chair over to Mr. Michael Cline.

**2. INTRODUCTION OF NEW CHAIRPERSON**

Mr. Stewart introduced Mr. Cline. Mr. Cline addressed the Board, and then asked Steve Marzolf to come forward. Mr. Marzolf addressed the Board and thanked Mr. Stewart for being a supportive and dedicated Chairman to the E911 Wireless Service Board. Mr. Marzolf presented Mr. Stewart with a plaque on behalf of the E911 Wireless Service Board.

Mr. Marzolf also presented a plaque on behalf of the E911 Wireless Service Board to Captain John Furlough for his years of dedicated service to the Wireless Service Board, and whose term serving on the Wireless Service Board has expired.

Mr. Cline thanked Mr. Marzolf for his presentations. Mr. Cline commented he is looking forward to serving on the Board in his new role. He said that technology is driving this Board, and that he is going to make sure this continues to be the case. Mr. Cline distributed his personal phone number so individuals could contact him with any issues or comments.

3. **APPROVAL OF MAY MINUTES**

Mr. Cline called for approval of the May 22, 2008 minutes as written. Mr. Stewart made a motion that the minutes be accepted as written. Ms. Denise Smith seconded the motion, and the motion was approved; **14-0-0**.

4. **FINANCIAL REPORT**

Ms. Spears-Dean gave the Board a recap of the Financial Report for the month of May 2008. The new fund balance is \$ 20,065,502.67 (see attachment). Mr. Cline asked for questions and comments from the Board. There were no questions or comments.

5. **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 this summary refers to Phase I and Phase II Deployments, and that there have been no changes since the May Board Meeting. There are still four Phase I and 24 Phase II Deployments left. Mr. Cline asked if there were any questions or comments. There were none.

6. **REGIONALISM AND COLLABORATION**

Ms. Pokey Harris addressed the Board on Regionalism and Collaboration. Ms. Harris said that she is from the far Southwest part of the State. She also said that regionalism and collaboration began with the Wireless Service Board. Ms. Harris informed the Board that she was going to give a 50,000 Foot View presentation. Ms. Harris began with a quick overview and history of the Public Safety Communications Regions, and how they were formed (see slides and handouts). She informed the Board that Virginia is a leader in E911. It was through the Wireless Board's role in E911, in which the Board promoted important initiatives and efforts, that the four original Public Safety Communications Regions were created, soon to be expanded to seven. Ms. Harris said that one of the projects near and dear to her heart is the Southwest Regional Next Generation 9-1-1 Hosted PSAP Services Pilot. The participating PSAPs will be testing a technology and service delivery concept that is one of the first in the nation. Ms. Harris continued her presentation to the Board.

Mr. Cline asked for question. Mr. Woltz made a comment about how to make regionalism and collaboration move forward. Mr. Woltz said that he is happy with the outcome, and he offered his congratulations to the Regional Coordinators for making this go forward. Mr. Stewart said that all the Regionals Coordinators need to be

congratulated for a job well done.

## **7. IMPLEMENTATION OF 9-1-1 COMPREHENSIVE PLAN**

Ms. Spears-Dean briefed the Board and provided the Board with an official copy of the Virginia Statewide Comprehensive 911 Plan (see hand-out). Ms. Spears-Dean said “the purpose of the plan is to basically define the key strategic initiatives for improving 911 services and functionality across Virginia.” Ms. Spears-Dean went on to say that the plan describes a future for 911 that is broader than NG9-1-1, influences many of Virginia’s statewide decisions concerning 911, and is reflected in many of the projects currently funded through the PSAP Grant Program.

Mr. Cline asked for questions and comments. Mr. Stewart asked about the distribution of the Comprehensive Plan. He would like to see the Plan distributed to Government Officials. Mr. Marzolf commented that a part of the Comprehensive Plan is attached to the Annual Report. Mr. Stewart commented that he thought it should be separate.

## **8. ANNUAL REPORT**

Ms. Spears-Dean briefed the Board and gave a quick update about the Annual Report. Ms. Spears-Dean said that the Board is required to provide three items in the annual report, to include: monitoring developments; the need for changes in the E911 funding mechanisms; and the impact of, or need for legislation affecting enhanced wireless emergency telecommunications. Ms. Spears-Dean informed the Board that she will have all the information out by the end of August to the Board Members. Mr. Cline called for questions, and there were none.

## **9. UPDATE ON NG9-1-1 AND HOSTED SERVICES PILOT PROJECTS**

Mr. Steve Marzolf briefed the Board about the NG9-1-1 and Hosted Services Pilot Projects. The authorization to proceed with Southside NG9-1-1 Hosted Services Pilot was signed on June 12<sup>th</sup>. The kick-off is scheduled for August 13, 2008. Mr. Marzolf informed the Board that NG is being used as the integrator. It is a one year project. The first year is for test calls within the 911 environment. The overall cost is \$1.2 million. Some of the money is coming from grant funding, and the balance as part of the \$1 million line item in the Public Safety Communications Division’s budget. Mr. Marzolf said the Board will be hearing more as things progress, and that the challenge is how recommendation will be made to participants to commit to a five-year contract for hosted services, and how to align the cost model with the funding model. Mr. Marzolf thinks it is something that can be overcome. Mr. Cline asked what the time-line looked like

for the projects. Mr. Marzolf said that project timeline was most critical with the Southwest Regional project because of equipment replacement issues. The plan is to start the Southwest Regional project within the next two months and then test another vendor solution in another region a month after that. Mr. Stewart asked Mr. Marzolf if he has considered putting together an IAT to address a long-term funding strategy and described the issue as moving from a distributed architecture to a shared architecture. The potential outcome is an opportunity to bring about a level playing field for rural localities. Mr. Woltz asked if this is a “you can never go back trial?” Mr. Marzolf said no it is not. There would be a cost associated with moving it back, and that it is not a risk factor to the PSAP. Mr. Robert Layman asked if this is a hosted service versus stand-alone CPE issue. Mr. Marzolf said yes. Mr. Layman asked why now if the PSAP Grant Committee will not address implementation until FY 11. Ms. Spears-Dean said the PSAP Grant Committee could address it in FY 10 if necessary at upcoming meetings. Mr. Marzolf said he is not expecting any major issues with the project using this model. Mr. Cline asked for other questions or comments. There were none.

## **10. OLD BUSINESS**

**PSAP Scholarship Program:** Ms. Spears-Dean reminded the Board that it voted to approve the funding of \$256,000 (at the May Board Meeting) as an identified need from the remaining FY 09 PSAP Grant funding. Ms. Spears-Dean advised the Board that staff was not able to provide the Board with an update at this July Board meeting because the committee had not met. Ms. Spears-Dean said in order to supply this information more staff was needed to help gather the information. Ms. Spears-Dean introduced the newest staff member, Lisa Nicholson, who will start on Friday, July 25, 2008. Ms. Nicholson is the staff member who will be working with the PSAP Scholarship Program.

**Additional Wireless Funding Analysis:** Ms. Spears-Dean briefed the Board that further analysis will be warranted on the Wireless Funding Analysis. Ms. Spears-Dean informed the Board that another Public Safety Project Manager has been hired, and will be starting in August. The person is Mr. Lewis Cassada. Ms. Spears-Dean said that he will be introduced at the September Board Meeting.

**FY2010 PSAP Grant Funding Cycle:** Ms. Spears-Dean informed the Board that the online application for the FY10 grant funding cycle has been completed and deployed as of yesterday (Wednesday, July 23, 2008). Also, PSAP Grant Seminars have been scheduled for Roanoke, Culpeper Abingdon, Richmond and Tidewater.

Mr. Cline asked if there any more old business. There were none.

**11. NEW BUSINESS**

Ms. Spears-Dean addressed the Board and said that the CMRS Subcommittee met and reviewed US Cellular's FY 07, 08 and 09 cost recovery requests, and is recommending approval. Mr. Cline called for the motion to approve. Mr. Lem Stewart made the motion, and Mr. Pat Shumate seconded the motion. All approved the motion; **14-0-0**.

Mr. Cline asked for other new business. There were none.

**12. ADJOURN MEETING OF THE BOARD**

Ms. Spears-Dean announced the next Board Meeting will be September 25, 2008. Mr. Cline thanked everyone for attending and the meeting was adjourned at 11:45 AM.

**Respectfully Submitted:**

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**Terry D. Mayo**

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**(Date)**