

911 Coordinating Council
Minutes
March 7, 2014

Attendance

Members in Attendance: Michele Abbott, Bob Boaldin, Keith Faddis, Rusty Griffin, Kyle Hoffman, Chris Kelly, Mike Koss, Mike Leiker, Mike Napolitano, Kim Pennington, Jimmy Reed, Rob Roberts, Phill Ryan, Jimmy Todd, and Chris Stratmann.

Members Absent: Senator Pat Apple, Senator Marci Francisco, Pat Collins, Rep. Annie Kuether, Coleen Jennison, Dick Heitschmidt, and Jay Coverdale.

Also attending: Scott Ekberg, Randall White, Melissa Wangemann, and Ken Nelson.

Proceedings

Chairman Way called the meeting to order at 11:04 a.m. and conducted a roll call to see who was on the phone line.

Chair Way called on the Council to review the February 7th minutes. Chris Kelly moved approval of the minutes and Kim Pennington seconded the motion to approve the February 7th minutes. The motion passed.

Melissa Wangemann gave the LCPA Report. She reviewed the PSAP distribution chart, noting a total of \$18,207,870.90 was distributed to the PSAPS through December 2013. She also noted a remaining balance of \$1,156,359.41 in the Minimum Payment Fund. Chair Way asked when that money would be moved to the Grant Fund and Melissa Wangemann said she would have to ask Dennis Kriesel, but it seemed like last year the money was transferred in March following the final December distribution. Melissa Wangemann also noted \$1,272,077 in receipt of prepaid phone fees for 2013. She reviewed the budget versus actual expenditures for the 2014 year. Chair Way and Colonel Stratmann noted the upfront expense for the PSAP Liaison. Chair Way also noted the other expenses relating to contractors.

Melissa Wangemann gave a report on the FY2013 audit of the LCPA. She noted that Brenda Flanagan of Summers, Spencer & Company would perform that audit. KAC is gathering the bank statements, minutes and Quickbooks to give to Brenda by mid-March. Chair Way explained that the audit is early to accommodate the new calendar year budget timeline for budget and audit.

Melissa Wangemann reported that all grant recipients had filed their reports on a timely basis. She noted that three grant recipients had requested reimbursements and noted that Cowley County and the Flint Hills Six County group had bills from MCP. She noted a third grant report from the GIS Six County group that listed mileage for city/county officials to attend the regional meeting. Chair Way and Scott Ekberg said that expenditure would need to be further investigated to determine whether it fell under the original grant request.

Chair Walt Way gave the Administration Committee report. He reported that the Department of Administration opined that the Council is in fact a state agency, and he explained the factors taken into consideration for the determination, so the Council now has clarity as to its status as a state agency, which will require the Council to use the state procurement process.

Chair Way moved to discussion on SB 284, the 911 cleanup bill. The bill has a hearing March 12 in the House Utilities Committee. Chair Way will appear as a proponent, and he noted that Ed Klumpp representing the law enforcement community and the telecommunications industry also supported the bill at the last hearing.

Chair Way reviewed the objectives of the 2014 Work Plan and noted that the Council is on target on the plan.

Chair Way also talked about the FCC news release about the retirement of landline phones. Telecoms are requesting permission to end landlines and convert to VoIP lines but that is not expected to occur in Kansas any time soon.

Chair Way turned to the Operations Committee for its report. Michele Abbott reported 115 out of 117 PSAP reports have been received. She reminded the Council that the report deadline was March 1. Michele Abbott reported that the Operations Committee met earlier this morning, and noted that there will be follow-up questions on a number of the reports. Scott Ekberg will handle the follow-up. She expects to give the Council a full report on the PSAP reports in two weeks.

Michele Abbott reported on the regional meetings that had occurred, and noted the dates of the upcoming meetings. She said the NENA conference will be in June and the Operations Committee recommended sending four people: Michele Abbott, Scott Ekberg, Chris Kelly and Ken Nelson.

Michele Abbott discussed the possibility for a subcommittee on training standards. She said her committee would move to that task after completing the PSAP report review. Chair Way said the committee may hear from other groups with an interest in training standards. She said SIEC is hosting a broadband training program and members of her committee plan to attend.

Chair Way turned to Chris Kelly to give the Technical Committee Report. Chris Kelly reported on the NG911 program management status. He discussed the infrastructure design contract awarded to MCP. He said the project is progressing well, and it is depicted as a green. Each task within the project has finished on time and under budget. He noted Randall White's assistance in keeping the project on target.

The Technical Committee has received the preliminary design for the infrastructure and that document was emailed to the Council members yesterday. Action will be taken when a final version is completed.

Chris Kelly said the preliminary design reflects the trade study's conclusions. HE said an RFP would be forthcoming to determine the data center locations across the state. The selected vendor will work with the vendors who operate those data centers, the network monitoring, management, call handling, so the process will be a collaborative basis. The data and operations will all occur within the state of Kansas. The RFP will issue after the final design.

Chair Way asked if the final design would be finished by March 31, and asked if the Technical Committee would need a conference call at the end of March or early April to approve the design. Chris Kelly said a conference call would be appropriate to move the design ahead, and April 4 would be a good date to hold a conference call. Chair Way suggested a 11:00 a.m. conference call to stay consistent on meeting times.

Chris Kelly said that Scott Ekberg and committee chairs would start concentrating on the governance documents in April.

Chris Kelly skipped over the major milestone so that Ken Nelson could discuss them, but he noted great progress on the milestones. He reviewed Section 2.4 on infrastructure implementation. He noted that this step would not start until after the final design approval. He said these items were in the cautionary yellow status because of PSAPs that have antiquated equipment. Scott Ekberg has met with these PSAPs and suggested that they not act too quickly to replace outdated equipment, and has recommended that the use of the CPI solution may help hold them over. He also noted that Michele Abbott already discussed the regional meetings where these briefings are occurring.

Chris Kelly moved to program management, noting the project is on track. He noted that the Council is coming to the end of the contracted hours, which will present a challenge. Chris Kelly noted that Randall White is keeping both projects on track and communicating well on these projects. Chris Kelly said there is an RFP on program management, which closed without an award because the responses did not align with the needs of the Council. The committee changed its scope on the RFP and reissued the RFP on February 28. The Committee wanted to fast-track the RFP, but procurement is requiring they follow the timeline, so the RFP will close

March 26th. Assigning some interim hours to Randal White may be necessary for continuity on this project.

Chris Kelly then deferred to Colonel Stratmann on the First Net update. He discussed the SCIP program held in February. The SIEC (State Interoperable Executive Committee) will refocus the SCIP (Statewide Communications Interoperability Plan) on broadband. Broadband interoperability was included in the original SCIP but only as a mentioned element of interoperability. The re-write of the SCIP will focus much more heavily on broadband.

He said there will be five people attending the state/local implementation regional conference in Phoenix in March. He noted a SIEC meeting would be held on March 17, and there is a public safety broadband workshop on March 18 at the state defense building. Scott Ekberg noted that the Next Generation 911 ESnet would need to work with the First Net, and that point needs to be considered as both projects move forward.

Chair Way noted he sent an email to the Administration Committee yesterday to discuss the issue of the RFP for program management, which was reissued. The Council wants continuity on all existing contracts, which requires coordination between all contracts. The Council approved a purchase order contract with Randall White to maintain continuity and coordination between the vendors. The Council approved the purchase order, which goes through Johnson County, with the Council reimbursing Johnson County. Johnson County can handle the contract through a purchase order without going through the state procurement process. Chair Way raised concern that the remaining hours on the purchase order will expire in April. There will be a gap between Randall White's end date and the decision on the RFP for program management. Chair Way proposed another purchase order through Johnson County for services from Randall White through May up to \$20,000 in services.

Jimmy Reed complimented Randall White on his work, and moved to authorize the Chairman to issue another purchase order up to \$20,000 to provide continued program management services with Randall White through the end of May 2014, and to continue to reimburse Johnson County for the costs. Michele Abbott seconded the motion. The motion passed.

Chair Way called on Ken Nelson to give the GIS Subcommittee Report. Ken discussed the ortho-imagery update, which was handed out to the Council. The subcommittee has held conference calls to work through the requirements and timeline for procuring the imagery. He noted there was also a conference call with the remediation vendors. The committee is working to determine the specifications for a RFP for statewide imagery. The committee is recommending that the Council move quickly towards an RFP for the statewide imagery project. Jimmy Reed said he supported the statewide imagery program. Chris Kelly said that the vendors were supporting statewide imagery program, too. Ken Nelson said the committee is looking at an off-the-shelf product in order to meet the time requirements, even though the committee is

drafting some specifications for the flyover. He is expecting the delivery to occur over the summer and fall, and some remediation for counties can occur late spring, with some seeing remediation in the fall. AOS has a projected timeline for their raw data, and the remediation contracts will be done after that process. They expect the work to be done by the end of the year. Ken Nelson also noted that the committee executed a new order at no cost with AOS to modify the order of approaching the regions. That change ensures maximum competition for the imagery contract.

Ken Nelson said an upcoming meeting next week would discuss the ortho-imagery specifications and MSAG updated procedures in order to move in to drafting of the RFP. Chair Way said the Council has talked about the ortho-imagery project since October and since then the Council has been supportive. He asked if that was still the consensus of the Council, and Jimmy Reed said it was his position to support the project. Mike Napolitano asked about sharing costs with other state agencies and Ken Nelson reported that he talked with the Water Office and the Kansas Department of Transportation. Ken Nelson noted his best lead was the GIS grant fund, but that grant fund is low this year. He is planning to submit a proposal to request an allocation of money for the project.

Ken Nelson said he would send out the specifications that will be used in the RFP for the Council's review. He said the state would add its boiler plate language, but his draft would specifically list the requirements for the project. Chair Way noted that previous discussions indicated that a contract with one vendor could cost \$1.3m over three years. Mike Napolitano said he was comfortable with the GIS Subcommittee drafting the RFP. Jimmy Reed moved to authorize the GIS Subcommittee to pursue the RFP on ortho-imagery. Chris Kelly seconded the motion. The motion passed.

Ken Nelson turned to the issue of GIS modeling specifications. He noted that they are following the NENA standards for GIS modeling, which helps define the database design. Ken Nelson said the committee thought additional guidance would be necessary for the counties and the remediation vendors, e.g., address point layers. He noted some real good examples in other states, and the committee may borrow some examples from other states. He said the committee would meet next week to draft the standards, which would be circulated for feedback. He said a committee member would be working on a power point presentation on MSAG updates.

Ken Nelson moved onto the issue of Gap Analysis and Remediation Project. He complimented AOS and Randall White on their work on the project. Ken Nelson referenced a map by AOS that shows the MOUs that are received versus those not received. Two MOUs are still outstanding on Greenwood and Doniphan. The letters of authorization are also coming in, which are needed by AOS before they can request emergency call warning database. Regions 1 and 2

have all those LOAs and AOS can access that information from AT&T. Ken Nelson also displayed a graphic showing the progress on the gap analysis reports. The majority of counties have not started, but several are in the "MSAG being processed" category and a few have their Report-ROM under development. Ken Nelson noted that the 911 website has an interactive map as well.

Ken Nelson also noted the upcoming meetings, including meetings with AOS and GIS status meetings. Ken Nelson said he had talked with GIS subject matter expert Mark Berryman, and Ken provided him background on gap analysis and remediation and how that dovetails with the infrastructure and technical architecture.

Chair Way expressed his appreciation to the subcommittee for all the work they have done. Chair Way asked whether Ivan Weichert had been replaced on the GIS Policy Board. Ken Nelson said that the position is no longer advertised but he has not heard of a replacement. Chris Stratmann said he would see Anthony Schlingsong next week at the regional conference and would ask him.

Under the agenda item of new business, Scott Ekberg said the GIS Subcommittee would need assistance from the Operations Committee and the Administration Committee to assist with the governance documents. Scott Ekberg will be the representative from the Technical Committee to work that issue. Chair Way said the design document and strategic plan discuss governance. Chair Way and Chris Kelly noted that MARC may have helpful information on this issue.

Chair Way noted that the next meeting will be April 4 at 11:00 a.m., and the next in-person meeting will be May.

With all business concluded, the meeting was adjourned at 12:32 p.m.