

911 Coordinating Council  
Minutes  
May 9, 2014

Members in Attendance: Walt Way, Chair; Michele Abbott, Bob Boaldin, Jay Coverdale, Keith Faddis, Senator Marci Francisco, Rusty Griffin, Dick Heitschmidt, Representative Kyle Hoffman, Chris Kelly, Mike Napolitano, Kim Pennington, Jimmy Reed, Phill Ryan, Rob Roberts, Colonel Christopher Stratmann and Jimmy Todd.

Members Absent: Pat Collins, Coleen Jennison, Annie Kuether, and Mike Leiker.

Others Present: Randall Allen, KAC Executive Director, Kimberly Skillman-Robrahn, KAC President, Melissa Wangemann, KAC General Counsel, and Dennis Kriesel, KAC Senior Policy Analyst. Also present were Bruce Schneider, Jason Conn, and Stacen Gross.

Chairman Walt Way opened the meeting at 11 a.m. and introduced Harry Smith, Independence Chief of Police, who will be serving as the LKM representative to the 911 Coordinating Council.

Chairman Way also noted that Senator Pat Apple had been appointed to the Kansas Corporation Commission and would no longer be a Council member. The Senate President will appoint a successor to serve on the 911 Coordinating Council.

Rusty Griffin has agreed to serve as the Council representative to the State Inoperability Executive Committee and the Public Safety Broadband Network Group affiliated with Colonel Stratmann.

Chairman Way asked the Council to review the April 4, 2014 minutes for approval. Jimmy Reed moved approval of the minutes, and Chris Kelly seconded the motion. The motion passed.

Chairman Way moved to discussion on the annual review of the Local Collection Point Administrator contract, and whether to extend the contract for the LCPA. Chairman Way called on Randall Allen, executive director of the KAC, who reviewed the role that KAC has played as LCPA for the last three years. He explained the cost proposal for the next two years, noting that additional staff will be added at KAC.

Regarding the Council's responsibility for LCPA, Chairman Way reviewed the Council requirements as outlined in Kansas Statute: 1) conduct an annual review of the LCPA, and 2) contract extensions. Chairman Way noted the KAC fulfills its contractual and legal responsibilities under the act and there has been an annual audit, plus the track record of the KAC in the 30 months in the role. He commented the KAC as LCPA has fiduciary duties that have been carried out flawlessly; grants have been handled appropriately and with accountability. Chairman Way said in extending the contract, it is for the benefit of the Council

to consider continuity of service. He said the Administration Committee recommends a 2-year extension of the LCPA contract with KAC.

Jimmy Reed moved to extend the contract with KAC to serve as the LCPA for two years. Mike Napolitano seconded the motion. The motion passed on a vote of nine members.

Melissa Wangemann provided the LCPA report. She reviewed the chart outlining the 2014 distributions to 911 PSAPs. The amount distributed to-date is \$2,279,046. She outlined the balance of the minimum payments fund, which is used to pay out the minimum payment of \$50,000 to counties with populations of 50,000 or less. There is a balance of \$422,532 in that account. There was a transfer March 31 of the minimum fund balance of \$1,156,359.41 into the grant fund, which has more than \$16 million currently.

Melissa Wangemann also discussed a letter of settlement received from AT&T relating to noncollection of 911 fees in 2010-11. AT&T said it had created a team to investigate the failure to collect the fees and to rectify the problem, which resulted in a settlement offer of \$5,509.50 for the uncollected fees. Melissa Wangemann said that an audit would be required to determine the amount of money if the Council did not accept AT&T's findings, and that the settlement offer seemed well-researched by AT&T: she recommended that the Council accept the offer. The payment would go into the minimum payment fund that eventually would go into the grant fund.

Kim Pennington moved to accept the settlement agreement. Michele Abbott seconded the motion to approve the settlement agreement. The motion passed.

Chair Way gave the Administration Committee report. He reminded the Council members that they need to file a Statement of Substantial Interest, which was due April 30. He noted that some members' terms would be ending this summer, and that reappointments were processing through the Governor's Appointments Office.

Chairman Way said the Program Management Services contract had been executed with Randall White, effective April 7, 2014, through December 31, 2015, with an option to extend. Chairman Way noted the Administration Commission will be discussing a slight revision of Council committees within the structure of the latest RFP.

Michele Abbott gave the Operations Committee report. Michele Abbott said they sent 65 letters inquiring about 911 expenditures, and the Operations Committee has received 59 return responses. She said the Committee will review the responses in an upcoming meeting. Several will need follow-up communication or journal entries. She asked that Scott Ekberg follow up with the six non-responding agencies. She thanked Scott for his help with the annual expenditure report that is planned for presentation to the Council at its June 6 meeting. She said her committee would like to review the Communications Plan and will provide a draft plan for training standards by next fall. A training subcommittee has been set up with Kim Pennington chairing that subcommittee. Kim Pennington detailed who will serve on the

subcommittee. The Operations Committee will ask the LCPA to provide a letter inviting these individuals to serve on the committee and provide a reimbursement policy for the members. She discussed the agenda that the subcommittee will follow in implementing the new standards. It is hoped the first meeting will be the end of May. The review and recommendations will be completed by October 20, and the draft training recommendations will be presented December 5.

Chris Kelly provided the Technical Committee report. He reviewed the handout titled “NG911 Program Management Status” noting the infrastructure design, GIS enhancement, infrastructure implementation and program management. These support the RFP for Infrastructure Services and are asking vendors to comply. The project may need to be submitted to the Kansas Information Technology Office for review. Randall White is working with the committee. The committee is hoping to distribute the information as quickly as possible to vendors.

Chris Kelly turned to Ken Nelson to provide the GIS Subcommittee report. Ken Nelson reported that the RFP for high resolution orthoimagery went out April 1 and closed April 24, 2014. The subcommittee received five good proposals and is in the process of reviewing them. Once a contract is awarded, the project will support statewide orthoimagery with the GIS data remediation and help PSAPs and state and local government local GIS projects in general. It is hoped the contract will be let by early June.

Ken Nelson said the subcommittee is also working on data modeling specifications. It guides the implementation and remediation of the GIS data. The purpose is to have consistency in data across the state. Feedback from PSAPs and groups across the state was put into the document. NENA has GIS data standards, but states are allowed some flexibility in creating their standards. This standard would be used for the future GIS projects. Chris Kelly moved to approve *Kansas NG911 Data Model v 1.0* as the Kansas GIS standard. Jimmy Reed seconded the motion. The motion passed.

With Ken Nelson on the subcommittee are Sherry Massey, Eileen Battles, Kyle Gontra, Scott Ekberg, Mark Whelan, Keith Shaw, Amon Coveny, and Sara Lynn Hayes representing local government and KDOT.

Ken Nelson reported 100% compliance on receiving the Memorandums of Understanding (MOUs) on data gap analysis and remediation. AOS is handling the gap analysis and eventual QA. Region 1 has delivered accepted gap analysis reports and ROMS. Nelson noted that maps in his handout that show the status of MOUs, letters of authorization, and gap analysis reports. The subcommittee is considering a proposal from AOS to look at Master Street Address Guide errors. This is in response from local jurisdictions who want to see more detailed reports of the errors and information to provide guidance. Follow-up information on that proposal will be forwarded to Chairman Way.

Colonel Stratmann discussed FirstNet. The group has received a July initial consult date for FirstNet and a checklist for items to be completed. Ed Parkinson, government representative for FirstNet, will visit with the Governor's office prior to the group initial consultation. SIEC has established who will be the audience for the initial consultation and it will be the public safety broadband sub working group within the SIEC. An invitation for state legislative representation has been made. Outreach coordinators have begun making visits and tribal visits will begin this month to get information for the network.

Chairman Way turned to Scott Ekberg to discuss the Governance Committee. Scott Ekberg said the committee had been meeting every two weeks. The committee consists of the three chairs of the 911 Coordinating Council committees. He said the committee is working on a governance document, which will be key to the success of the statewide network project. He said the committee has been working to identify the stakeholders.

Chairman Way said the RFPs this summer will give a better idea of 911 costs across the state for local jurisdictions as well as for the 911 Coordinating Council. He invited other members of the Council to provide input to the Governance Committee and to contact Scott Ekberg.

Under new business, Kim Pennington said she was getting questions about text to 911. She was wondering if the Council would be working on a uniform response to those questions.

Chairman Way answered the question, saying that the State should create a uniform response. Chairman Way said that MARC is working on the same issue. Keith Faddis said they will pursue the TTY process. The question arises how to perform this function in a regional model. Michele Abbott said she had talked with MCP about this issue, and she wondered if a press release would be helpful in educating the public on the issue. Keith Faddis asked about timing of a press release, when each provider becomes compliant or when all providers are compliant? Chairman Way noted that there a PSAP education component as well as a public education on the issue.

Michele Abbott said she had a cut-and-paste document that could serve as a first draft on a press release regarding texting. Rob Roberts and Michele Abbott said information should go to the PSAPs so they get the information first, and then those PSAPs can decide whether to push the texting information out to their citizens. Michele Abbott and Scott Ekberg will work on the press release and then share it with the Council for input next week. Bob Boaldin raised concerns about the small telecoms being educated on this issue, and Jimmy Todd said he could help get the information out to rural telecoms.

Chairman Way said the next meeting would be by webinar on June 6. The meeting adjourned at 12:24 p.m.