

911 Coordinating Council
Minutes
August 9, 2013

Council Members in Attendance: Sen. Pat Apple, Jay Coverdale, Sen. Marci Francisco, Rusty Griffin, Chris Kelly, Mike Leiker, Mike Napolitano, Phill Ryan, Jimmy Reed, Rob Roberts, Jimmy Todd and Walt Way, Chair.

Attending By phone: Michele Abbott, Bob Boaldin, Dick Heitschmidt, Kim Pennington, and Ivan Weichert.

Members Absent: Rep. Annie Kuether, Rep. Kyle Hoffman, Kim Winn, Col. Chris Stratmann, Pat Collins, Coleen Jennison, and Keith Faddis.

Also in attendance: Scott Ekberg, 911 Liaison; Melissa Wangemann and Dana Wethington with KAC, and Randall White with Randall White Consulting. In the audience were: Ed Klumpp, Becky Stewart, Jason Caw, Jessica Frye, Eric Stang, Robin Bender, Vicki Johnson, John Martin and Michael Kerns.

Walt Way introduced new member Rusty Griffin. He will be on the Technical Committee. Others in attendance introduced themselves.

Walt Way asked Melissa Wangemann to discuss the agenda item relating to the telecom provider who was asked to attend the meeting and explain the delay in providing jurisdiction data with remitted 911 fees. Melissa Wangemann explained that the local representative was traveling today and could not attend, and was willing to attend the September or October meeting. After discussing the issue with Walt Way, Melissa Wangemann decided to postpone the telecom provider's attendance until the October 911 Coordinating Council meeting so that the best representative could appear for the explanation.

Walt Way moved onto the agenda item of approval for four sets of meeting minutes, taking each set individually. Jimmy Reed moved and Chris Kelly seconded a motion to approve the May 17, 2013 minutes; the motion passed. Walt moved to the second set, June 7, 2013, and Jimmy Reed moved and Chris Kelly seconded the motion to approve, and the motion passed. Walt Way moved to the third set, July 12, 2013 minutes, and Jimmy Reed moved and Chris Kelly seconded the motion; the motion passed. Walt Way discussed the last set of minutes for the July 23, 2013 telephone conference meeting and Chris Kelly moved and Jimmy Reed seconded the motion; the motion passed.

Chair Way moved to the agenda item of 911 state grant award recommendations. Scott Ekberg reviewed the grant recommendations, detailing the applicant and their request and the

committee's recommended action to fund the grant or not fund the grant. Mike Napolitano moved to award the grants as presented in the summary. Jimmy Reed seconded the motion. The motion passed.

Chair Way directed KAC to issue grant-award and grant-denial letters in the following week. Walt Way noted the Council's approval on June 7th to accept a sole source state contracts to meet the competitive bid requirement for a grant application, and also noted that one applicant had an existing contract with a vendor and used that existing contract for a previous purchase in lieu of obtaining fresh competition and thought that would suffice. Walt Way said the application will need to be clearer on that item to prevent future misunderstanding of the competitive bid requirement. Walt Way discussed the need for the Council to decide what equipment and items the Council wants to fund with grants. He would like to have a more concrete grant policy by December, 2013.

Scott Ekberg noted that Logan County requested emergency grant funding. Chair Way asked if they had a cost proposal. Jimmy Reed suggested that the council remain open for emergency grants. Rob Roberts said it sounded like an excellent opportunity for collaboration, and indicates that the Council still needs a definition for "urgent need." Mike Napolitano asked for clarification whether the county would complete the grant application; the consensus was that the PSAP would need to complete the grant application which will be reviewed by the Technical Committee and that Committee's recommendation will be forwarded to the Chair. A special teleconference meeting of the Council may be called to discuss approval of this grant request.

Melissa Wangemann provided the LCPA report. She handed out the chart showing the PSAP payments from January to May, 2013. She explained the columns for back payments and for minimum distributions. She also handed out the budget prepared by the KAC accountant, noting the \$5.99 for office supplies related to Scott Ekberg's new name tag. All the other items were previous categories seen by the Council and were self-explanatory.

Scott Ekberg gave the 911 Liaison report. He noted that all the PSAP reports are now in. He was working to collect the GIS surveys. Scott Ekberg and Mike Napolitano have worked to revise the grant application to accommodate regional collaborations and not just individual PSAP grants. Scott is also working on a document relating to replacement of CPE.

Scott Ekberg gave Michele Abbott's report because she was not attending in person. Scott Ekberg reviewed the PSAP reports summary. Scott Ekberg noted that four PSAPs have not responded to questions about unqualified expenses. The Operations Committee is requesting that the LCPA send letters to the four PSAPs that have not responded. Scott Ekberg noted that the Council decided that mass notification systems would not be allowed, and three PSAPs need to refund that 2012 expense. One reported the refund, one reported that it was an initial

journal entry error, and the committee is waiting to hear from the third. Scott noted that there were \$12,621,562 total PSAP expenditures, with no response for just \$2,925 of the monies.

Scott Ekberg noted that the next 911 Coordinating Council meeting will be in Hutchinson at the South Central Regional Backup Center. Lunch will be provided. The October meeting will be in conjunction with the APCO annual conference October 21 in Topeka.

Walt Way provided the Administrative Committee report. He explained that he was working with the Division of Purchasing to extend the LCPA contract one year. He said that Legislative Post Audit will be conducting the audit outside of the LPA, and has issued an RFP for third-party vendors to conduct the audit. They received two bids and are working to secure a vendor. He said an FCC Report is due August 30th and would be completed on time. He said some of the industry lobbyists thought the Council and the industry should get together and discuss how the law is working and whether any changes need to be made. Lastly, Walt Way said he wants to update the Council's grant fund policy by the December Council meeting to give more specific guidance on what the Council will fund to the applicants and to give guidance for strategic planning by the Council.

Walt Way turned to Chris Kelly to present the Technical Committee report. Chris Kelly thanked Randall White and Scott Ekberg for their work on RFPs. The RFP for Professional Consulting services was issued July 25, and will have a pre-bid meeting August 16 and the Technical Committee will consider responses to the pre-bid questions raised at a meeting on August 19. Chris Kelly was hoping to turn the vendor responses around for consideration by the Council at the September 6 meeting; however, the bids close the day before.

Chris Kelly said that NENA did not approve NG 911 GIS standards at its summer meeting so the Technical Committee will move ahead with issuing the GIS RFP and request bidders comply with the GIS standards adopted by NENA. Chris Kelly discussed the potential for a program management position to guide the efforts behind the RFPs.

Chris Kelly reiterated the need for an interim solution for agencies with urgent problems such as those experienced by Wallace and Sheridan counties. The Technical Committee will pursue development of an RFI for hosted NG911 services that may serve as a bridge for urgent PSAP needs and avoid capital investment in hardware solutions that would be obsolesced by NG911. The Technical Committee would hope to have an RFI document ready by October.

Walt Way noted a \$25,000 authorization by the Council earlier in April to Randall White for his help on developing and issuing the RFPs. To date, Mr. White has been paid \$12,465 for his services.

Chris Kelly turned to the agenda item RFP for GIS services, and referred discussion on the item to Randall White. Randall White noted that the RFP for GIS is on a fast track and that the Technical Committee wants the RFP on the street by next week if possible and to have a contract awarded in November. Ivan Weichert has identified 13 GIS vendors who might be interested in GIS RFP. That RFP is basically broken down into 3 projects; gap analysis, remediation of the database gaps identified, and an audit to ensure the database remediation occurred correctly. Randall White noted the need for bidder exclusions on the RFP awards; if the vendor is awarded Project A the same vendor should not be awarded Project B. Ivan Weichert said he had received questions about the exclusion idea for the RFP process and Ivan Weichert asked for feedback from the Council on whether the same vendor can contract for Project A and Project B. Jay Coverdale noted the advantage of continuity between Project A and Project C. He thought Project C – the quality control vendor – would be better positioned to ensure the quality if they were also the vendor for Project A. Jay Coverdale suggested efficiencies in having the same vendor doing Project A and Project C. Chris Kelly asked if exclusion of a vendor from bidding both projects would limit the number of responses. Ivan Weichert noted his preference was to limit the exclusion to Project C (audit functions). Kim Pennington moved to limit the exclusion to Project C of the GIS RFP. Jimmy Reed seconded the motion. Scott Ekberg thought an exclusion might affect the bids because vendors are more likely to bid on Projects A and C. Stacen Gross from Geocom asked a question on the phone; how can a vendor determine what to charge for remediation without completion of the first project. Geocomm conducts both the gap analysis and the remediation in their typical contract. Randall White noted that the process is a serial system of doing the analysis first and then the remediation. Randall White said that Procurement suggested that the RFP allow the vendor to submit their proposals with their configuration that shows cost-benefits to the State. The Council can evaluate the bids with the vendor's arguments on whether combination of the projects is beneficial. It was noted that the gap analysis information obtained in Project A would be the property of the Council and would be provided to bidders and PSAPs in order to conduct Project B work.

Kim asked to remove the motion from consideration. Chris Kelly moved that the Council move forward and issue the RFP as presented. Jimmy Reed seconded the motion. The motion passed.

Walt Way asked the Council whether it would be beneficial for the State to fund and coordinate the effort to create a solid base map as described in the GIS RFP. The estimated cost is \$2-3m. Jimmy Reed provided supporting comments, as did Mike Napolitano. Senator Marci Francisco raised the issue of maintaining the project once it is funded. Walt Way said it would be part of the agreement that the local government maintain the map once it is created. Jimmy Reed said once the project is completed, it becomes easier for the local jurisdictions to maintain the GIS map. Ivan Weichert would like to attend in person and provide commentary on the issue before

moving forward; he was unable to hear well on the conference call. Chair Way said he would place the item on the agenda for September 6.

The meeting was adjourned at 12:42 p.m.