

Kansas 911 Coordinating Council
Minutes from the Grant Review Committee Meeting
July 12, 2013 Hutchinson, Kansas

Attendance

Michele Abbott, Jay Coverdale, Chris Kelly, Mike Napolitano, Jimmy Reed, Rob Roberts, Jimmy Todd and Walt Way.

Also in attendance was Melissa Wangemann, LCPA; Scott Ekberg, 911 Liaison; along with guests Heather Kinsler and Lindsey Graber, Kingman County; Josh Michaelis, Rice County; and Pat Teske.

Walt Way called the meeting to order at 10:11 a.m. and asked the guests in attendance to introduce themselves.

Scott Ekberg provided a chart outlining the grant requestors and data relating to their PSAP report and other information on the grant application and PSAP survey. Data shows revenue, LCPA payments for 2012, contractual expenses on annual report, equipment, annual 911 call volume reported on grant application, call volume reported on survey, and DNR is did not report. He also showed the South Central information by individual PSAPs. He noted that some of the PSAPs received their last payments for 2012 in 2013.

Walt Way moved to the first item on the agenda; addressing criteria and policy questions from the committee relating to grant applications, and developing grant award recommendations to present to the full Council. Priorities are planning consulting services for PSAPs and regional groups of PSAPs that would lead them to further NG911 implementation; and secondarily, if urgent E911 equipment requests were necessary to preserve E911 capabilities in the PSAPs. The Council is issuing RFPs this summer, one for GIS services statewide and one for standards for equipment and services. Grant funds are to be used for NG911 implementation and for consolidation or cost sharing projects with PSAPs. While consolidation is a matter for the local PSAPs, the Council is encouraging efficiency. The Council has to be facilitators and use grants to encourage vision and bring people together.

Walt Way outlined the requirements of the law pertaining to the award of grant monies. He noted that there would be limits on how much could be financed. He suggested looking for models and potential pilot projects that could be replicated elsewhere in the state. He noted that grant awards should prevent silos of segregated PSAPs. The grants should prevent duplication; don't fund an item for a PSAP that the State can do cheaper. Walt Way noted a patent infringement case that could affect NG911 vendors. Mike Napolitano agreed that establishing clear parameters on grant criteria is important going into the review process.

Chris Kelly noted GIS requests in the grant applications and thinks those could be premature when the Council is working on a GIS RFP. Remediation work at the PSAP level should be

avoided in the grants. Jay Coverdale agreed that some PSAP grant applications relating to GIS are getting ahead of the Council and those should wait for Council to develop its policies and philosophies.

Michele Abbott asked about supplanting grant monies for budgeted monies for a PSAP equipment purchase. She wondered if a copy of the procurement policy would prevent the need for two bids. Scott Ekberg thought we need to rework the grant application for collaborative efforts. Rob Roberts said he didn't think grant monies should be used for equipment unless it is sustainable equipment for the future and works into the strategic plan. Members suggested that strategic planning should be funded, but the implementation would be funded locally. Walt Way discussed funding statewide programs that benefit everyone, like the ESInet and statewide GIS.

Scott Ekberg suggested adding a question asking the PSAP's balance – what they have in the bank. Consensus was that would be a good question for the PSAP report.

The committee discussed how PSAP balances would play in to the decision. If the committee has limited monies, does it provide the grant to the PSAP that has no money versus the PSAP that has a capital account? Michele Abbott noted that balances could show that one PSAP is good at saving and another at spending everything they get. Consensus was that the committee should know what the PSAP has in reserves but the ability to fund projects would not itself limit the PSAP's ability to seek and receive grant monies.

Walt Way outlined some general rules on reviewing the grant applications:

GIS Remediation - no

Consulting – yes

Equipment – no, except items needed on an urgent basis to preserve 911 services

Collaboration – yes

Supplanting local monies – no

If local reserves available – no

Ongoing operation costs - no

Walt Way said two objectives are to review the grants and make recommendations to the full Council on August 9 and also to consider the current process and how it can be enhanced for next year.

Scott Ekberg gave an overview of each of the applications—

North Central GIS Collaborative Group

The Six County North Central GIS Collaborative Strategic Planning Group designates Smith County as its contact. Jay Coverdale asked if we had the standards yet for the requested equipment needs. Walt Way and Chris Kelly said the grant was more about integration of their GIS systems and not remediation of GIS. Chris Kelly thought the grant application's plan was relevant. Michele Abbott described the grant application as a "road map" for future collaboration – the planning side of a collaborative project. But Jay Coverdale said the

equipment is tied to the GIS so it's difficult to carve out the planning side. The committee recommended full funding for the GIS collaborative strategic planning process for \$25,728. With regard to the companion grant for the 2013 Six County North Central equipment and network funding request, Michele Abbott said it was "too soon." Jay Coverdale noted that a refusal does not reflect on the validity of the request, just that it is too soon when the standards are not in place. Walt Way noted that the application does not reflect any needs analysis or project management as part of the complex project, which would be necessary for this size of project. The committee members said they think it's a great idea for a solution; however, at this time said no to the grant application's request for \$1,041,975.

Anderson

The request for \$29,360 is to replace their login voice recorder and data equipment. Chris Kelly noted that application said there were reserve funds if the replacement was deemed to be an emergency, so he thought granting the application would amount to supplanting grant monies for local monies. The Committee decided to reject the grant application. In the discussion of this application, the committee suggested that for future grant requests with sole source, the applicant must provide the local procurement policy.

Colby/Thomas County

The grant application requested \$35,833 for replacement of a 2005 voice product logger, which was damaged by a lightning strike that occurred in 2010. The committee determined that their grant application should be rejected because it relates mainly to equipment needs. The committee also questioned whether an insurance claim was filed by the PSAP after the lightning strike, which could have replaced the equipment.

Cowley County

The grant application for \$423,201 is related to the new consolidated PSAP, including funding for a 500kw generator, consultation on NG911 and strategic planning. Walt Way noted that the law does not allow grant funding for building and remodeling and the generator would be a capital expense also. Scott Ekberg and Chris Kelly thought portions of the grant application relating to strategic planning and consulting would be allowable. Design and architectural firm expenses are related to the building, which is not allowed. Consensus of the committee is to award \$113,882 for two items in the application: PSAP assessment/recommendations strategic plan and execute near-term strategy for CCEC.

Chase County Collaboration (CS, CF, LY, MR, GW, WO)

The application asked for \$148,116 in funding for consulting services to assess feasibility and develop a plan for shared regional IP-based, call-taking solution with phase 2 being for a consultant for the procurement process. Walt Way and others felt that the procurement part was premature because standards have not been established. Rob Roberts suggested that the committee take the big picture approach on the issue of what equipment to buy according to the pending standards and that the Council would provide choices of vendors in time for the next grant cycle, instead of funding one by one across the state. Michele Abbott said the collaborative relationship could fall apart and there would be no procurement

recommendations coming from the relationship. Consensus was that the analysis section was “spot on.” The committee approved \$72,512 for the planning services and disapproved the remaining amount.

South Central – 19 counties

The request is for consulting services for GIS strategic planning for the South Central 911 region. The committee determined that the grant application showed a strong regional approach with clear agreements in place for collaboration, and the request supported grant criteria for consulting and planning purposes. The committee approved the application.

Kingman

Kingman requested \$199,689 for recorder, radio console and furniture replacement, plus contractual services. Michele Abbott said we need to look at urgent needs, and consoles are not urgent. She also did not think furniture would meet urgent needs. Chris Kelly said the PSAP noted in the application that the console was not urgent. Scott Ekberg noted that he has visited the PSAP and the equipment is some of the oldest in the state, and that replacement might be urgent. Chris Kelly asked if the furniture was necessary for the equipment, but he noted that he still would not fund it. Jay Coverdale and Rob Roberts said that they thought the equipment was too old and therefore constituted an urgent need. Jimmy Reed also referenced Scott Ekberg’s visit to the Kingman county PSAP and his assessment of the need for the equipment. Chris Kelly asked what in the application reflects “urgency.” Melissa Wangemann raised the legal consideration of treating the definition of “urgent equipment needs” consistently from grant application to grant application. There was some discussion about PSAPs needing to save for large capital expenditures, which creates buy-in by the local government. Jimmy Todd raised concerns about consistency between grant applications that request equipment – they need to be treated equally. Neither application from Colby or Kingman has listed the equipment as “urgent.” Chris Kelly recommended that the grant application be denied. Rob Roberts recommended approval. Michele Abbott suggested a partial funding. Mike Napolitano noted that the rules set at the beginning of the meeting indicated that the committee would not fund equipment. The committee discussed funding of \$133,194 for radio equipment and installation. The consensus of the committee was that the Kingman PSAP’s grant application be denied. Jay Coverdale and Jimmy Reed said they would follow the will of the committee. Heather Kinsler of Kingman County said PSAPs need direction on completing grant application and that wording appears to be important in the grant process. The committee also discussed awarding emergency grants as needed. Walt Way raised concerns about the impact of emergency grants on the LCPA administrative duties.

Mitchell

The PSAP requested \$50,016 in funding for a voice logger. The committee denied the application because it is an equipment request.

Republic

The PSAP requested funds to hire a contractor to synchronize MSAG to street centerline and ALL site and structure locations. This project should await state GIS RFP. The committee denied the application.

Rice

The PSAP requests \$14,198.32 in funding for maintenance fees. Walt Way noted that one of the initial rules created by the committee was that ongoing maintenance would not be covered. The committee denied the application.

Sherman

This PSAP is requesting \$68,335 for several projects including GIS mapping services, strategic plan and training to keep data up, hardware improvements to the backup communications center and radio console expansion. Chris Kelly, Michele Abbott and Scott Ekberg thought the GIS strategic planning and training services would be allowable. Consensus of the committee was to fund \$9,311 for the GIS portion of the application.

Rob Roberts wondered if the PSAP annual report or survey should request information on the age of equipment. Jay Coverdale suggested an avenue for a PSAP to come to the Council on an emergency basis. The committee discussed the issue of equipment, and noted that it initially had said no equipment would be allowed, but noted that the equipment should be conditional, based on urgent need.

Rob Roberts suggested a question on the PSAP report about what level of collaboration of resources the PSAPs are in. Equipment has been funded in the past from the grants; now it must be a local funding issue. Walt Way and others suggested a white paper on the allowable, expected and recommended uses for grant funding. Walt Way said Legislative Post Audit in the next five or six months will be looking at 1)How is the Council spending 911 funds, 2)What progress is being made toward NG911, and 3)Is there adequate funding. Rob Roberts suggested that when seeking the PSAP reports, in addition to the person directly responsible, send copies to the county commissioners and county administrators, so that more officials in the PSAPs are aware of the requirements and processes. Melissa Wangemann said commissioners already receive copies, and that the list of county officials could be expanded.

Jimmy Reed said more documentation on support services is needed so that the committee knows when the support ends on a product, which indicates the life of the product.

The committee adjourned its meeting at 1:16 p.m.