

Kansas 911 Coordinating Council
Minutes from the May 17, 2013 Meeting
Topeka, Kansas

Attendance

Members Present: Chair Walt Way, Michele Abbott, Bob Boaldin, Pat Collins, Jay Coverdale, Sen. Marci Francisco, Coleen Jennison, Chris Kelly, Mike Napolitano, Kim Pennington, Jimmy Reed, Rebecca Rosenthal, Phillip Ryan, Col. Christopher Stratmann, Jimmy Todd, Ivan Weichert and Kim Winn.

Members Absent: Sen. Pat Apple, Dick Heitschmidt, Rep. Annie Kuether, and Rob Roberts.

Others Present: Scott Ekberg, 911 Liaison; Melissa Wangemann and Randall Allen, Kansas Association of Counties; Randall White, Ed Klumpp, Chris Brown, Jason Collins, and Jessica Frye.

Proceedings

Chairman Walt Way called the meeting to order at 11:11 a.m. Walt Way welcomed a new member of the 911 Coordinating Council, the new IT representative, Mike Leiker of Ellis County. All members of the Council introduced themselves.

Kim Pennington moved and Jimmy Reed seconded a motion to approve the April minutes. The motion passed.

Walt Way called on KAC Executive Director Randall Allen to discuss the LCPA contract and the request to extend the LCPA contract for a third year into 2014. Randall Allen summarized the LCPA contract for 2012-2013 and outlined the proposed adjustment of additional expenses for time commitments for the 2014 contract. Randall Allen explained that the 2012-2013 contract fees were based on an estimated 80 reporting entities, which were double the reporting entities under the old law. Randall Allen said that the reporting entities under the new law actually increased from 40 to 133 in 2012 and this year the number of reporting entities has grown to more than 140, which has necessitated an increase in staff time. The total amount of compensation being sought is \$129,792, reflecting a significant number of new hours for Dennis Kriesel and Dana Wethington. This amounts to 0.63% in administrative costs. Randall Allen also said that as of today, seven PSAPs have yet to complete the current report and staff is working with PSAPs to encourage and assist in the completion of those 2012 reports. Walt Way said that under the old law, administrative costs could not exceed 2%. The new law requires

that total Council expenditures must be within 1.5% of total revenue. Walt Way explained the two-step process; first, that Kansas statute requires the Council to do an annual review of the performance of the LCPA, and secondly, the Kansas Administrative Regulation adopted by the Council governs the selection of the LCPA for a third year. Pat Collins and Chris Kelly expressed support of the KAC's performance as the LCPA and also expressed support for the third-year contract extension. Mike Napolitano moved and Pat Collins seconded the motion to extend the contract. The motion passed.

Walt Way turned to Melissa Wangemann for the LCPA reports. She cited Dennis Kriesel's chart that shows January through March payments. He has completed the minimum payments of \$304,000 due in May. As of March, the primary payment of \$1.4 million has been distributed to PSAPs, and yearly, \$4.6 million has been distributed to the PSAPs. Melissa Wangemann pointed out there is one delinquent provider for the unremitted revenue amount of \$3,800 for 2013. She explained that it was primarily one telecom provider who is submitting the payments but not the data that supports disbursement of the monies. Melissa distributed the current year budget, which shows income from pre-paid fee that funds the grants and the Council. Walt Way shared with the Council that in the K.A.R. 132-4-1 under delinquent status on penalties there is a provision that if a provider does not provide data, it can be sanctioned. The Council asked Melissa to invite the delinquent telecom provider to the next 911 Council meeting, and to send a letter outlining the \$500-per-day penalty for failing to remit the data.

Michele Abbott provided the Operations Committee report. She said there was a good response on the PSAP reports, and that of the 118 PSAPs, seven have not reported. She said that after the Operations Committee reviewed the reports, they sent 21 letters asking for clarification on expenditures or giving notice that there were prohibited expenditures. All but three have responded. PSAPs have repaid \$9,225.37 for prohibited expenditures into the 911 fund. Of the three PSAPs whose expenditures still needing clarification, the amount is \$9,995.39. She noted that the Operations Committee will be making a future recommendation regarding funding for storm sirens, mass notification systems and software not related to CAD or PSAP operations. A little over \$18 million in revenue was reported in 2012 and non-grant expenditures of about \$12 million and grant expenditures of \$470,000.

Michele Abbott suggested a letter of notice to the County Commissioners reminding them that the report will be coming out and ramifications of failure to meet the deadline. Michele also suggested that the information should go to the cities, and Kim Winn suggested the League of Kansas Municipalities send it to the mayors. It was pointed out that the revenue and expenditures specifically relate to the 911 funds, not the total cost for providing 911 services.

Michele Abbott noted that Cowley County had a successful bond election to fund the merger of Arkansas City and Winfield PSAPs as Cowley County Communications effective July 1.

Michele Abbott said the Operations Committee would have a recommendation at the next meeting on storm siren costs and software costs. The committee has seen these issues the last two years and the Council needs to determine a standard and educate PSAPs on these items, as well as update the funding philosophy and FAQs.

Michele Abbott discussed the issue of the mass notification system. Two jurisdictions indicated they had used 911 funds to notify responders of calls. The committee recommends letters of clarification with documentation from PSAPs on how they use the mass notification system in the nontraditional manner of notifying responders. PSAPs should have contracts or reports that indicate the percentage of use for notifying responders. If a PSAP can break up the percentage of mass notification expenditures used to notify responders, that amount can be funded by 911 fees. If that recommendation is accepted by the Council, a provision to that effect should be added to the funding philosophy. Bob Boaldin moved and Pat Collins seconded a motion to adopt the funding philosophy on mass notification systems. The motion passed.

Michele Abbott clarified that individual PSAPs that did not remit their report within the timely date cannot apply for an individual PSAP grant; however, they can be part of a regional grant application. She also said the Operations Committee recommends that the grant application deadline be extended to July 1, 2013. Pat Collins moved and Chris Kelly seconded a motion to extend the grant application deadline to July 1. The motion passed.

The Council will task Scott Ekberg with following up with the PSAPs that did not respond either to the letter or to the GIS survey.

Walt Way provided the Administrations Committee report. He said the committee had recommended the extension of the LCPA contract. He discussed the proposed Policy Number 7, the travel policy, which would affect three Council members attending the NENA conference in June. Council members would be reimbursed for travel, meals, hotel, airfare, baggage fees and parking. Conference registration fees would be paid directly. Pat Collins moved and Jimmy Reed seconded a motion to adopt the policy; motion passed.

Walt Way discussed meetings that were held in Ulysses, El Dorado and Stockton, where regional coordination of NG911 was discussed. Jay Coverdale said that they talked to about 45 counties by attending these three meetings. He said that the Council has been working with the idea of a ground-up perspective, but he felt the participants were looking to the state for

direction on how to implement NG911. The Council is continuing to get questions and feedback from the groups. There will be additional information on the website. Walt Way discussed the need to rephrase the concept so that cities and counties do not believe there is an effort to consolidate PSAPs.

Randall White will serve as consultant who will assist with RFPs for the ESINET and GIS enhancements and NG911 services.

Chris Kelly provided the Technical Committee Report. He said the committee spent considerable time on the RFPs. Ivan Weichert and Randall White have started the work on the GPS RFP. Ivan Weichert said the GIS RFP should be ready at a subsequent Council meeting. Chris Kelly called on Randall White to discuss the system/service RFP. Ivan Weichert noted that the GIS RFP would conduct a gap analysis on PSAPs. Ivan said there is hope that the new standard would be on the agenda at the NENA conference in June. Ivan Weichert said that there is a three-part process: learn where a gap exists, determine how to bring the data current, and develop methods to continually maintain and update the information.

Randall White discussed the second RFP and its sections: Infrastructure Consulting to determine where we want to go regarding GIS; Infrastructure Components of the GIS-enabled infrastructure such as ESINETs, selective routers and customer premise equipment; Implementation Support to help PSAPs implement the infrastructure; and Project Management to coordinate the entire process.

The Council discussed whether there should be a statewide or regional ESI network or a combination that could be used by any PSAP.

Col. Chris Strattman noted that the first meeting date for First Net is Monday, May 20 in Denver and he will be attending. The state point of contact is Anthony Schlinsog, OITS, who was invited to a public safety conference later in May, and which is sponsored by the Department of Commerce.

The Council deferred the consideration of issuance of RFPs to the next meeting.

Walt Way asked about a process to review and award the grants. Michele Abbott said the Operations Committee thought PSAP directors should be involved in the discussion, as they know best what items are appropriate for the operations. Walt Way suggested a smaller group of people to review the grants, with two people each from the Operations Committee and the Technical Committee. It was suggested that Scott Ekberg be involved in the grant process.

Following the initial review, which would include PSAP feedback, the group would forward recommendations to Administration Committee for a review before submitting recommendations to the 911 Council for final approval in a special meeting.

There was discussion about extenuating circumstances that would excuse a late PSAP report. It was decided that if a PSAP can document that it made a good faith effort to send in the report on time and complete, the PSAP can still apply for a grant.

The advantages and disadvantages regarding open architecture were discussed.

Ivan Weichert talked about aerial photography as a whole state project and not by individual local governments so that PSAPs have good location data. If the Council were to oversee a statewide aerial photography project, a comparable cost for counties would be \$30,000 rather than \$60,000 if they purchased aerial photography separately. Counties would have the option to buy-up at a reduced cost.

The next scheduled meeting was changed from June 28 to August 9. The meeting was adjourned at 3:20 p.m.