

911 Coordinating Council
Minutes
October 21, 2013

Council Members in Attendance: Michele Abbott, Pat Collins, Jay Coverdale, Keith Faddis, Sen. Marci Francisco, Rusty Griffin, Dick Heitschmidt, Rep. Kyle Hoffman, Coleen Jennison, Chris Kelly, Mike Koss for Kim Winn, Mike Leiker, Mike Napolitano, Kim Pennington, Phill Ryan, Jimmy Reed, Chris Stratmann, Jimmy Todd, Walt Way, Chair; and Ivan Weichert.

Also in attendance: Scott Ekberg, 911 Liaison; Melissa Wangemann, LCPA, and visitors in the audience.

Walt Way called the meeting to order at 1:03 p.m.

Chairman Way asked the Council and those in attendance to introduce themselves. The council introduced itself and members of the audience also introduced themselves.

Chairman Way turned to the September 6, 2013 minutes. Kim Pennington moved and Jimmy Reed seconded a motion to approve the September minutes. The motion passed.

Chairman Way called on John Idoux with Century Link to explain why the company was delinquent in providing the 911 data from the past year. John Idoux explained the company's billing system and the transition under the new 911 Act, which required it to go from many small checks to one big check to the LCPA. The reconciliation took 18 months to fix. Most likely the problem was in the financial or accounts receivable division, and that the request was not directed to the right person. After the LCPA contacted John Idoux, the matter was resolved.

Chairman Way asked John Idoux to discuss the legislative concern raised by Century Link that may need to be addressed in the 2014 session. Chair Walt noted a conference call earlier in October with Century Link and AT&T raising concerns about the liability provision of the Kansas 911 law. He explained the concern raised by his legal division about provider liability, and said the definition of "provider" may need to be tweaked in the 2014 session.

Chair Way called on Melissa Wangemann, who provided the LCPA report. She passed out the PSAP distribution list and explained the chart. She also handed out information about the amount of money raised from the prepaid phone fee over the last two years, and the 911 Coordinating Council's budget versus its actual expenditures.

Michele Abbott gave the Operations Committee Report. She said they would put out a press release on texting 911. She said the committee discussed changes to the PSAP report that they will get to the LCPA. Michele Abbott noted that APCO will go to one annual meeting, which is

likely to be in October. Michele Abbott said the committee has some suggested changes to the draft 2014 budget.

Chris Kelly gave the Technical Committee Report. He reviewed the RFP responses for the professional services. The contract will be a time-and-materials contract; meaning, management of the contract is important. The cost is \$650,000, with work to begin as soon as possible. The vendor's technical knowledge was apparent in the bid, and the company's commitment of resources and personnel to the project was deemed critical to the length of this project. The contract has been offered to the vendor for acceptance. The award to Mission Critical Partners will need to be approved by the Council. Chris Kelly reminded the Council that MCP helped develop the strategic plan for NG 911 in Kansas, and that gives them an advantage in knowing the Kansas system. Premise equipment is aging, and there is a need to create specs for planning purposes. Pat Collins moved to accept the contract with a price not to exceed \$650,000. Jimmy Reed seconded the motion, and it passed.

Chris Kelly said the Council wanted to explore a hosting service that could help PSAPs who cannot afford to replace equipment. The committee created a RFI instead of an RFP – it just seeks information from vendors on what options are out there for PSAPs. This is strictly informational for PSAPs; no additional steps (such as a contract) will be taken by the Council.

Six responses were received for the RFI with 5 receiving committee support. The following vendors will have their information published on the website: Alexander Open Systems, InterAct, AT&T, Intrado, TCS. Two solutions stood out as superior in capability. Some of the vendors suggested an implementation time of 90 days. Several of the solutions proposed have been used with success in other states. Pat Collins asked about GIS and Chris Kelly explained that the vendor would have its own mapping system at the hosting site. The solution is intended to drop the vendor's system into the PSAP's system – the vendor takes the call and hands it off to the local PSAP. Michele Abbott moved and Pat Collins seconded a motion to accept the decision of the Technical Committee. The motion passed.

Ivan Weichert discussed the GIS Service RFP. Ivan said ten responses for GIS gap analysis and five responses for the remediation have been received. The committee is reviewing the responses with recommendations expected at the December meeting. The work on this RFP is intended to achieve good, reliable data that is standardized. He said both cities and counties have good data, but the information needs to be shared across the state. The committee is looking for confirmation from the 911 Coordinating Council that the gap analysis, remediation and audit will be funded by the Council via the State Grant Fund but would not require that the request be made in the grant cycle. Accuracy is the goal with the NENA standards to be the guide, but if the city or county wants a higher level of GIS, it can pick up the additional costs.

Ivan Weichert asked that the December 6th agenda include an item relating to subscription-based aerial imaging service for use by any Kansas governmental unit.

Scott Ekberg discussed the process that had been evaluated by the Technical Committee for the GIS project. Scott Ekberg originally planned to have the PSAP submit data to the gap-analysis vendor, the gap analysis would be conducted and a list would be produced of necessary fixes. A MOU would be created between the 911 Coordinating Council and the PSAPs for the scope of work. The data would go back to the PSAP, who would choose a vendor to do the remediation or handle it themselves. If they choose a qualified vendor, the cost is covered by the 911 Coordinating Council; if the PSAP chose a nonqualified vendor, the cost would not be covered by the Council. The scope of work would be agreed between the 911 Coordinating Council and the PSAP. The PSAP would be required to maintain the data going forward. The PSAP would get a statement of work from their choice of vendor, which would be reviewed by Scott Ekberg and then sent to Randall White who would send the data to the vendor. Remediated work would go back through Randall White to the vendor handling the audit. The invoice would go to the LCPA for payment. The committee was concerned that this process would not work, as the MOU needs to occur first, before the gap analysis. So, the Technical Committee determined that the process would be as outlined, but the MOU would occur earlier in the process.

Mike Napolitano asked if there was any problem with moving up the MOU in the process, and Scott Ekberg said he saw no problems. Kim Pennington asked if Ivan Weichert was getting questions from GIS vendors about changes to current systems, such as the Sedgwick County system. Ivan Weichert said he did not see the GIS work interfering or harming any current applications. He said other states are further along, and there will be discussions on transition to NG 911 at upcoming meetings and conferences.

Chairman Way summarized the recommendation by Ivan Weichert that the 911 Coordinating Council fund the three steps of the GIS program. He noted it would ensure uniformity across the state, and we should see some cost savings if the 911 Coordinating Council handles the contract. The cost can be absorbed by the State Grant Fund.

Rep. Kyle Hoffman asked about a PSAP doing the work itself and whether the work would go through the audit process and whether the PSAP had to share the data – Scott Ekberg answered that the work would go through the audit, and would have to be shared, via the MOU. Michele Abbott asked why a PSAP would handle the remediation itself. Ivan Weichert answered that some PSAPs would have the expertise to handle the remediation themselves.

Sen. Marci Francisco asked about incentives for a local government to participate in the GIS project. Scott Ekberg noted the best incentive is that the GIS project makes sure the 911

system works going forward. If a PSAP does not have current, accurate GIS information, they will get left behind. Ivan Weichert suggested 18-24 months possible for the full project.

Chairman Walt Way said the funding of the GIS project would be paid from the 911 State Grant Fund and not out of the Council's operating budget.

Chris Kelly discussed the program management services RFP. This RFP would cover governance and design, GIS, and implementation work, which will require day-to-day management and handling of the costs. Randall White has assisted with getting the RFPs on the street and an RFP has been created to cover the management side. There has not been any success on finding a state FTE that could handle the management services. The Technical Committee expects a contract for this person to be two years.

Chris Kelly also noted, that with regard to the GIS data collected under the GIS project, the data will come back to the state, and the Technical Committee will be working on answering the question of where the data resides after it returns to the State.

Colonel Stratmann gave an update for the FirstNet. Two outreach positions were approved and will be funded by grants.

Chairman Way moved to the Administrative Committee report. He noted the email previously sent out to the Council regarding the project management contract, and that the committee recommended approving Randall White's contract in the amount of 53,040 through the end of the year to handle professional services. Walt Way noted the number of hours under the contract and that Randall White is charging a less-than-standard hourly fee. Kim Pennington moved to approve the purchase order issued by Johnson County and requested the LCPA reimburse Johnson County in the amount of \$53,040. Jimmy Reed seconded the motion. The motion passed.

Chairman Way moved onto the 2014 work plan draft. He noted 10 meetings were scheduled in 2014. Chair Way said he was investigating whether the Council could hold webinar meetings, and Scott Ekberg said AT&T could provide free webinar services. Phill Ryan explained the process for the webinar. Walt Way reviewed the objectives in the work plan. He noted that there will need to be a new RFP in 2014 for LCPA services. He also mentioned the objective of developing standards for training. Representative Kyle Hoffman noted that the training needs to be categorized as voluntary; otherwise, it can slowly move to mandatory training, especially if the discussion moves to the legislature. Scott Ekberg noted that NENA was creating national standards. Michele Abbott suggested outreach in the form of quarterly meetings to educate PSAPs on what the Council does, and that those meetings would occur around the state.

Chairman Way discussed the grant fund philosophy, noting the statutory uses for the grant fund. In discussing the 911 state grant fund philosophy, Chair Way said the ESInet and GIS system will be the most important items going forward on NG 911. State grant funds will need to move the state as a whole forward on NG 911, not individual PSAPs needs for equipment. The Council discussed that the minimum payment of \$50,000 was intended to pull all PSAPs up to a sufficient funding level so as not to be dependent on grants monies for equipment. The intent of the new state grant fund is NG 911 and cost-sharing and consolidation. The consensus of the Council is that the State grant funds will be focused on core state projects. Rep. Kyle Hoffman asked if any PSAPs would be left in dire straits without the funding of equipment. Jay Coverdale noted that the RFI would help with equipment needs.

Senator Marci Francisco asked about the sentence in grant philosophy document relating to the annual revenue of \$2.2m and requested clarification to explain that will be a future annual revenue amount. Chair Way said he would try to clarify the sentence. Chair Way said the document would be adopted at the December meeting.

Chairman Way turned to the proposed budget. Michele Abbott said the Operations Committee wants to add training dates to the budget. The budget will include \$10,000 for the training days, which will not be part of the Council's expenditures, and is proposed to be paid from 911 State Grant funds.

Chairman Way mentioned the annual report to the legislature, which is currently in draft form. He has received only one comment on the draft from Sen. Francisco and he did request comment from other members prior to the next Council meeting..

Chairman Way turned to the discussion on the legislative post audit. The LPA chose Stone Carlie to conduct the audit. The contract price was \$100,000, which is paid by the state grant fund. The contractor has begun work on the audit. All 117 PSAPs already received the survey from Stone Carlie. He outlined the statutory questions that are part of the audit. Kim Pennington noted the short period of time to respond for the expanded survey, given that the PSAP may need to enlist the help of its finance department to complete the survey.

The meeting was adjourned at 2:03 p.m.