

911 Coordinating Council
Minutes
August 14, 2015

Council Members in Attendance: Bob Boyd, Keith Faddis, Kathryn Fairchild, John Fox, Rusty Griffin, Rep. Kyle Hoffman, Sen Marci Francisco, Kerry McCue, Bob McLemore, Ken Nelson, Chairman Dick Heitschmidt, Colonel Chris Stratmann, and Jimmy Todd. Ellen Wernicke, Jason Conn and Stacen Gross appeared via phone.

Council Members Absent: Michele Abbott, Robert Cooper, Jay Coverdale, Frank Denning, Coleen Jennison, Rep. Annie Kuether, Mike Leiker, Joshua Michaelis, and Harry Smith.

Also in attendance were Scot Ekberg, Melissa Wangemann, Phill Ryan, Randall White and Darren Shaffer from Johnson County.

Chairman Dick Heitschmidt called the meeting to order at 11:05 a.m. He thanked Walt Way for his time and effort on the council and for setting the direction and focus of the council. The council members introduced themselves.

Chairman Heitschmidt called the Council's attention to the minutes from April 29, 2015 and July 24, 2015. Kathryn Fairchild moved and Kerry McCue seconded the motion to approve the April 29th minutes. The motion passed. Dick Heitschmidt moved and Kyle Hoffman seconded the motion to approve the July 24th minutes. The motion passed.

Melissa Wangemann provided the LCPA report. She reviewed the PSAP distribution chart with the members of the Council, explaining each column and the totals given to the PSAPs from the 911 fees. Scott Ekberg noted that last year's distribution seemed to be down about \$200,000 and this year's distribution seems to be following the same trend. Representative Kyle Hoffman asked why the number was down. Melissa Wangemann said KAC Policy Analyst Dennis Kriesel had reviewed that question in the last year, and she will review those communications to refresh her memory on his conclusions. Scott Ekberg said he believed the conclusion was that fewer people were using hard-wire phones and thus the number of phones paying the fee is lower. She also reviewed the handout showing the budget of the Council and the actual expenditures of the Council. She said the July 31 bank statement showed a balance of \$14,922,695.25 in the 911 State Grant Fund.

Melissa Wangemann also reviewed the proposed administrative regulation that raises the 911 fee from \$.53 to \$.60. She explained the process of enacting a regulation, which includes the hearing with the legislative committee and a public hearing where the public can offer suggestions and comments. If the Council decides to make any changes to the regulation after these comments, the regulation will be amended. The final regulation is filed with the Secretary of State, published in the Kansas Register, and the regulation goes into effect 15 days after the publication.

Scott Ekberg offered his comments about the hearing with the Rules and Regulations Committee. Melissa Wangemann gave the date and time for the 911 Coordinating Council's public hearing: August 31 at 9:00 a.m. Rep. Kyle Hoffman asked if the fee is raised, does that help those PSAPs who get the minimum \$50,000, or are they capped at the minimum amount of \$50,000. Scott Ekberg noted that the increased fee helps mostly mid-sized and larger PSAPs, but about three PSAPs in the minimum fee range may move up past the \$50,000 limit.

Chairman Heitschmidt provided the Administration Committee Report. He said he did not really have a committee report because the committee has not met. He asked Randall White, Scott Ekberg and Phill Ryan to work on a document detailing talking points on NG 911, and they should have a draft out for consideration in the next few weeks. Chairman Heitschmidt said he thought it would be helpful for him, and it should help all Council members when they communicate the Council's work to others.

Scott Ekberg provided the Operations Committee report in the absence of Michele Abbott, who was attending APCO's conference in Washington, D.C. Scott Ekberg discussed the PSAP annual report. He noted a few problems in getting reports. He said 114 of the 115 PSAPs have provided the annual report, and the one outstanding is Wilson County. He provided the total of the annual expenditures 2037 at \$16.5m. From those expenditures, there were 128 questionable expenditures; 28 have been resolved as allowable, and 38 problem reports are still outstanding, waiting for answers back. There are 12 reports that do not have any action yet. The amount of \$771,000 in questionable expenditures equals 4.6% of the total expenditures. Scott Ekberg said 60% of the questionable expenditures were listed as radios, but after asking the question, the expenditure turns out to be allowable work on a radio system.

Scott Ekberg noted that this year's report asked for the PSAP's 911 fee balance. The total balance of 911 funds shows \$25m on hand. Scott Ekberg said that PSAPs have been saving their money for the statewide program. Rep. Kyle Hoffman asked about the average amount the smaller PSAPs have on the books. Scott Ekberg said the average is \$25,000 to \$50,000 on hand but some PSAPs have as little as \$3,500.

Scott Ekberg covered the FCC NET 911 report that is filed at the federal level. This report is required to be filed every year by the FCC. Generally the report asks how much money is collected and how it is spent. This year, the report requested more information. One new question requested an estimate of what the state spends on 911 every year. Scott Ekberg asked the PSAPs to estimate how much general fund money is spent on 911. He also estimated the level of employees and their pay because 911 funds are not used for personnel. He said the estimate was low. From his estimate, 72% of the 911 costs are paid from general funds of the cities and counties. The total of \$64m is a very low estimate of what Kansas PSAPs spend on their 911 system.

Ellen Wernicke gave the training subcommittee report. She noted that the committee met last week. She explained the committee is in the process of determining a date for when the training standards will go into effect. She said the committee must consider whether the training certification and validation will rest with the subcommittee or with the OEC? Ellen Wernicke said they will offer a 40-hour core course. She said the committee will meet in the next few weeks, and at the APCO conference. Scott Ekberg thanked Ellen for taking over the work of the subcommittee.

Kathy Fairchild discussed the public safety dispatch center inclusion workgroup. She explained a workgroup was created to consider certain groups are not included with the traditional city or county PSAP, such as educational institutions, military installations and highway patrol. These groups are not included in the 911 fee funding system. The question pondered by the work group is whether these groups should be part of the NG 911 system. The group sent out a survey to PSAPs, and the consensus was that it would be beneficial to the 911 system to include these groups in the NG 911 system. Keith Faddis explained the cost sharing process used by interlocal agreement that he has seen used in his area. Scott Ekberg noted that the definition of PSAP in the law does not include the highway patrol or educational institutions.

Scott Ekberg said the next council meeting is in Dodge City on October 12 with committee meetings starting at 9:00 a.m. Kathryn Fairchild noted that the full Council meets at 10:00 a.m. A SEIC meeting will be held that day as well, and a Next Generation 911 demonstration will occur. The meeting will occur at the Dodge City Conference Center. Council members were asked to let Melissa know if they are attending.

Scott Ekberg provided his NG911 Administrator's Report. He discussed the transition of the pilot PSAPS to the hosted NG911 system. He said he and other **council members and technical committee members** toured the data system centers in Wichita and Topeka, and those tours went very well. He participated in the fail-over testing, which went well. He said the installation was done well. Partial acceptance was given for the data centers. There are some items still in process (i.e., backup, fire suppression), and when those items are completed full acceptance will be given. Reno County was installed, and their PSAP is doing mapping and other training, with this first PSAP going live August 26. Cowley County will be training in August also, and then also go live on the system around the first of September. Scott Ekberg said they will move up to two installations per week, and outlined the list of PSAPs that will be installed in the near future. Rep Kyle Hoffman asked if any of the PSAPs were sharing resources, and Scott Ekberg said essentially everyone is sharing the statewide network. Chairman Dick Heitschmidt said he had become more informed of this project after taking over the chairmanship, and this project is monumental and puts Kansas ahead of other states on 911. He reported 64 out of 117 PSAPs have agreed to go on the statewide system. MARC may delay its addition to the statewide system.

Scott Ekberg explained the RFP for a Technical Support Specialist. The Council decided at the July meeting to select the single bid for the position, and former AT&T representative Phill Ryan has been selected, and began work as the Specialist. The 911 Liaison position has been

advertised. The current applicants may not have the experience the Council is wanting, so Scott suggested holding that position open a bit longer.

Scott reviewed the Operations Governance Policy, which sets out what the PSAP are required to do in order to remain on the statewide system to work. Before the statewide system, PSAPs could set their own policy because it affected only their PSAP. Actions on the statewide system can affect everyone on the system, so a uniform statewide governance is necessary. The policy is not heavy-handed and Scott Ekberg believes it is fair to the PSAPs. Chairman Heitschdmit asked Kathryn Fairchild for her opinion, based on the PSAP perspective, and she said she does not believe a PSAP would reject the statewide system because of the governance policy; if a PSAP decided not to join the statewide network, it's because of other reasons. Rep Kyle Hoffman asked if the PSAP would continue to get their 911 fees if they don't join the statewide system, and Scott Ekberg said they would continue to get their fees but not any grant funds (which is being used for the statewide system). Scott Ekberg discussed Harvey County and its view that they are not receiving enough 911 funds under the current formula. Scott Ekberg explained that he told the Harvey County commissioners that the statute is aimed at telephony, and not other 911 issues, such as radios or personnel. Harvey County has a radio project to bring their radios up to the state's system. Harvey County also has a five-position PSAP, which would pay \$100,000 per year for the console costs under the statewide system. They are not following the industry standard of replacing equipment every five years, but every ten years, so costs are higher on that schedule. They believe they will pay more for 911 under the statewide system, and that's probably an accurate statement for that county, which has put off improvements on its 911 system. Harvey County is 15th in population size in the state, but its call volume is 5th. Scott Ekberg also noted that the press accounts of the meeting indicated that Scott Ekberg discussed a different fee structure and division of the fee, and that was intended to be his personal view and not those of the 911 Coordinating Council. Colonel Stratmann moved adoption of the Governance Policy and Kathryn Fairchild seconded the motion. The motion passed.

Scott Ekberg discussed the Change Management Plan. The plan allows for changes and modification to any items within the system. Scott Ekberg requested the Council adopt it as policy. Bob McLemore moved approval and Kerry McCue seconded the motion. The motion passed, and the Change Management Plan was adopted.

Scott Ekberg next discussed the Security Policy. This policy is limited to the PSAPs; another security plan will be drawn up for the system. This policy will be attached to the Memorandum of Understanding for the PSAPs (i.e., contract for the statewide system). Scott Ekberg said he had no concerns that the PSAPs will be accepting of the security plan because it is very similar to the KCJIS security policy. Rep. Kyle Hoffman moved adoption of the Security Policy and Colonel Stratmann seconded the motion. The Security Policy was adopted.

Scott Ekberg said there would be a Strategic Planning Workshop on October 1, 2015 in Hutchinson. The Executive Committee and chairs of the committees will attend. They will do strategic planning for next year, including the 2016 budget. Scott Ekberg asked the Council

members to consider what issues should be addressed in 2016, and to pass on that information to him or the chairman.

Randall White provided the Technical Committee Report in place of Jay Coverdale, who is attending the APCO meeting in Washington, D.C. He said 100-200 people touch NG911 every day. He noted that the project is large with a lot of people working on it every day. He said, "this is a big deal" and believes other states are watching us. Randall White reviewed the handout on status, and noted that green is good, yellow is not so good, and red is bad. Green means a project is on time and on budget. He noted that only one item is in the yellow – infrastructure, which is two months behind. He expects this program to be caught up by the end of the year. He noted that Mission Critical Partners have done very good front-end work, including their work on the Governance Plan and the Security Plan. The Technical committee will need to work on the Security Policy for AT&T, who already has a good solid security plan for their company. Program management is going well. Randall White will be shifting his focus on getting this system to work over the next few years, and will focus on the "green mamba" that will be a huge spreadsheet that shows the rollout for the sites over the next three years. He noted the whole system hinges on GIS, and Randall White expressed his appreciation for the work of the GIS Subcommittee. Randall White said the Technical Specialist position has been helpful in filling a gap on answering questions on implementation.

Ken Nelson provided the GIS Subcommittee Report. He discussed the status maps, noting first the Quality Assurance map. His handout showed the GIS data gap analysis and remediation projects and the counties that are approved by the GIS Data Review Committee. Alexander Open Systems does a very good job on analysis and remediation and they provide the status maps. Ken Nelson also noted the hard work of the GIS Data Review Committee. Ken Nelson said the score assigned to the remediation by the review committee may result in the data returning for additional work. Ken Nelson also discussed the statewide orthoimagery, noting that the decision was made to prepay the contract and receive a discount. Some areas were re-flown for better imagery, and those areas have been redone. The committee is reviewing the imagery from the spring flight. Once approved by the committee, the images will be forwarded. Ken Nelson said 266 total requests have been received for the web-based data. There have been fewer requests for the raw data. Chair Heitschmidt asked if the information was public, and Ken Nelson said the license allows it to share with everyone except for placing it in the public domain. The state, local government, educational institutions, or a vendor working for government can use the data. The web service would go away if the Council does not renew the license, but they keep the images.

Ken Nelson discussed the GIS imagery network attached storage devices. This device distributes statewide information to the PSAP, and not just the PSAP's jurisdiction. This is important if a PSAP had to take over for another PSAP. The device provides centralized storage for the entire statewide imagery collection in each PSAP, instead of storing it on each client's work station. He noted that the devices are being tested in the pilot counties.

Ken Nelson noted the GIS data aggregation and conflation service RFP, which was released through the Kansas Department of Transportation and entirely funded by KDOT. That project was awarded to GeoComm. KDOT in the past used drivers to go out and drive and develop maps, but this project will replace local road geometry. It develops the initial data aggregation methodology to create a seamless database from the individual PSAP databases. The project also allows KDOT to leverage high-quality road centerlines. The GIS Subcommittee will meet with KDOT next week to review the data for the pilot study area. Ken Nelson said some counties and cities have expressed an interest in higher resolution.

Sen. Marci Francisco said it would be good to inform the Appropriations and Ways and Means Committees about the imagery sharing that benefits other agencies. She suggested other agencies help with those costs instead of those costs being born by 911 phone fees.

Chairman Dick Heitschmidt discussed the appointments in progress with the Governor's Office. The names of David Miller, Lance Royer and Ellen Wernicke have been submitted to the Governor's Appointments Secretary and are in the process of appointment. Melissa Wangemann discussed the need for a Senate Republican and a House Democrat to be on the Council.

Dick Heitschmidt asked Phill Ryan to discuss his new position as the Technical Specialist. Phill explained his work at AT&T and the changes in 911 that occurred in his work at AT&T, and his new role with the 911 Council.

Chairman Heitschmidt reminded those in attendance of the next Council meeting in Dodge City on October 12. He adjourned the meeting at 12:50 p.m.