

Executive Summary of the December 5, 2014 911 Coordinating Council Meeting

The purpose of this executive summary is to provide a timelier means of making stakeholders aware of activities and decisions of the 911 Coordinating Council. The document is intended to be informational and is not intended to replace the official minutes of the meetings. The official meeting minutes supersede any information contained herein.

On December 5, 2014, the 911 Coordinating Council met at the State Capitol in Topeka, KS. During this meeting the following items were discussed:

1. The LCPA reported that a total of \$13,432,981.46 has been received and distributed to local PSAPs through September 30, 2014. The LCPA further reported that the Council is solidly within budget having expended approximately 78.6% of its budget authority as of December 2, 2014.
2. The LCPA had been asked to research and offer an opinion on the applicability of Kansas Open Meetings Act and Kansas Open Records Act requirements to sub-committee meetings of the Council. The LCPA opined that these meetings were subject to both acts. The chairs of the sub-committees were instructed to notify the LCPA of any future meetings so that notification could be made to individuals who have requested notice.
3. The Administrative Committee presented draft versions of the 2015 Budget and 2015 Work Plan for approval by the Council. These documents were reviewed with the Council. Both of the documents were approved by the Council.
4. The Administrative Committee presented the draft of the 2014 Legislative report. This report is required by the Kansas 911 Act each year. Some of the numbers within the report were updated for this meeting as further progress had been made. Additional numbers will be updated at year's end to reflect progress made throughout 2014. The Council approved the report and it will be forwarded to the legislative committees in January, 2015.
5. The Administrative Committee reported on an interim 911 CPE solution that has recently become available. The Mid-America Regional Council (MARC) is currently replacing legacy E-911 customer premise equipment (CPE) with a hosted platform. The MARC has generously offered to provide the legacy CPE to PSAPs that have equipment that is no longer supported by the manufacturer at no cost. The only cost associated with accepting this equipment is the cost of reconfiguration and installation of the CPE and the cost of replacement workstations. The vendor supporting the MARC project has estimated these costs at approximately \$20,000. This would provide a PSAP with a legacy platform that is supported through the end of 2016. The MARC governing board approved the transfer of this equipment on December 2, 2014. Any PSAP interested in accessing this interim solution should contact the 911 Liaison.

6. The Administrative Committee presented a draft estimate of projected revenues and expenditures through 2016. Discussion was held about the potential impact of infrastructure and call handling costs and Council budget expenditures on the available balance of funds. It is the belief of the Administrative Committee that as the costs of infrastructure and call handling become more apparent that consideration is going to have to be given to increasing the 911 fee. The Council is authorized by the existing statute to raise the fee up to sixty cents, through administrative regulation. The Administrative Committee reported that this discussion would probably be brought to the Council within the next couple of months.
7. The Operations Committee reported that it anticipated very limited changes to the annual 911 fee expenditure report form for the 2014 expenditure reporting. The Operations Committee believes that these limited changes can be made without any requirement of using the LCPA technical staff. Once the changes are complete, the report form will be forwarded to the LCPA for posting on the website and communication with the PSAPs.
8. The Training Sub-Committee presented the Kansas Training Standards document for adoption by the Council. The Committee reported that it is continuing to work on plans for tracking and verifying that the training is being completed. This plan will be presented to the Council for adoption in 2015. The Committee reported that they intend to recommend that 2015 be used for presentation of the requirements of the training plan to the PSAPs, 2016 and 2017 be allowed for implementation of the training standards, and the standards becoming mandatory in 2018.
9. The 911 Liaison reported on web conferencing services. Following the October meeting, the Liaison had been tasked with obtaining a solution for web conferencing for the Council and its committees. An identified solution, provided by StartMeeting, was selected and four accounts were created for the Council on November 10, 2014. All of these accounts provide audio conferencing and one of the accounts provides web conferencing capabilities and toll free access, on an ala carte type cost schedule. Web conferencing capabilities are \$19.95 per month for up to 50 participants and toll free costs are 3.9¢ per minute of use. Toll audio conferencing is free. The web conferencing and/or toll free access can be turned on and off on the three accounts that do not currently have these capabilities and the costs will only be incurred for the time that the services are used. Between November 10 and December 2, 2014, the service was utilized for nine separate meetings, for a total of 3,201 minutes. Of this total time, 952 minutes was toll free time. The cost of these minutes is \$37.13. It is anticipated that the monthly cost of these services will be less than \$200 per month.
10. The 911 Liaison reported on the efforts of the governance committee. A draft version of the high level governance plan was presented. This plan will be supported by underlying policies and procedures from each of the focus areas of the Council (Administration, Operations, Technical and GIS). Work on the governance plan, and the underlying policies and procedures is proceeding.

11. The 911 Liaison presented some projected costs for leasing a vehicle as opposed to paying mileage for personal vehicle use. It is estimated that a lease vehicle would provide substantial savings to the council. The Liaison requested authority to pursue this matter further and report back to the Council in February. This authority was provided and direction was also given to explore the possibilities of acquiring a federal surplus vehicle or a forfeited vehicle through the Kansas Highway Patrol.
12. The Technical Committee provided a report on the status of the various projects under their supervision. These include, the Infrastructure Design and Acquisition, GIS Enhancement, GIS Data Quality Assurance, Infrastructure Implementation, and Program Management. The Committee reported that all of the projects are on time and within budget, with the exception of the Infrastructure Implementation project. The GIS Data Quality Assurance project is currently experiencing a higher burn rate of budget authority than was anticipated and cost containment measures have been implemented in an attempt to keep this project within budget. The Infrastructure Implementation project has slipped approximately two months behind schedule due to the complexity of the RFP and questions that have arisen in evaluating the RFP proposals. The Committee continues the process of evaluating the proposals. Contract award on this RFP is now anticipated in January, 2015.
13. The Technical Committee provided a FirstNet update on public safety broadband. The first state consultation with FirstNet is anticipated in April, 2015. The State Interoperable Executive Committee (SIEC) is requesting that each of the organizations represented on the SIEC appoint three representatives to represent their organization at this consultation meeting. The Chair of the Council will make these appointments prior to the consultation meeting.
14. The GIS Sub-Committee reported on the status of the GIS Enhancement project. Remediation work continues in all regions of the State. Remediation work has been completed in twenty-six counties and has been submitted for quality assurance audit. Of these, sixteen have been accepted as compliant with the Kansas data standard. These sixteen counties have now moved into the ongoing maintenance phase of the project, which will continue from this point forward.
15. The GIS Sub-Committee reported on the statewide aerial imagery project. Hard copies of the data in GeoTIFF file formats for Regions 1 and 2 were delivered on November 10, 2014. The GeoTIFF data for Regions 3 through 6 and the MrSID formatted data for Regions 1 through 4 are scheduled to be delivered by December 19, 2014. Delivery of the final two regions in MrSID format is anticipated by January 15, 2015. The Kansas Data Access and Support Center (DASC) has processed 191 requests for access to the imagery. These requests have been made for the map service (115), MrSID file format (67), and the GeoTIFF format (9).
16. A proposal was presented to the Council for support services from DASC. In the past, DASC had been partially funded by State budget dollars through the Office of

Information Technology Services. This funding was eliminated in the FY2015 budget. DASC has, and continues to, provide valuable support to the Council's GIS efforts across the state. The proposal for calendar year 2015 included support for GIS outreach and training, continued support of the GIS Enhancement project, development of a NG911 program management portal, management of the orthoimagery project including storage and distribution of the GeoTIFF and MrSID file formats, and policy and program support for GIS projects. DASC requested funding in the amount of \$160,000 per year for these services. The Council voted to approve this support.

17. A proposal was presented to the Council for GIS Training Services. This proposal suggested that the Council support ongoing training of GIS Data Stewards and Data Maintenance personnel. Currently five classes have been provided in various locations throughout the state, with a sixth class planned for Topeka in January of 2015. Additionally, numerous training videos have been created to provide specific task training for GIS Data maintenance. This training is being created and delivered by Sherry Massey, Dickinson County GIS Director. The proposal of \$40,000 per year would be passed through DASC to Dickinson County to reimburse that County for the time that Massey is devoting to NG911 training and data maintenance efforts. The Council requested that the proposal be amended to delineate the costs further to account for labor, travel, and materials costs. This will be done and presented to the Council at the February meeting.
18. The next meeting of the Council will be held via web conference on February 6, 2015, at 11:00 a.m. It is anticipated that special meeting of the Council may be necessary in January, 2015. This meeting, if needed, will be held via web conference and the date and time of the meeting will be announced when known.