

911 Coordinating Council
Minutes
February 7, 2014

Council Members present at Eisenhower State Office Building or via conference call: Michele Abbott, Bob Boaldin, Jay Coverdale, Keith Faddis, Senator Marci Francisco, Rusty Griffin, Dick Heitschmidt, Coleen Jennison, Mike Leiker, Mike Napolitano, Kim Pennington, Phill Ryan, Jimmy Reed, Jimmy Todd, and Walt Way, Chair.

Council Members Absent: Sen. Pat Apple, Rep. Kyle Hoffman, Rep. Annie Kuether, Rob Roberts.

Others Present: Scott Ekberg, Melissa Wangemann, Becky Stewart, Randy Moon, Stacen Gross and Randall White.

Chair Walt Way called the meeting to order at 11:07. He asked Brenda Flanagan, CPA with Summers, Spencer and Company to present the audit of the Local Collection Point Administrator for the calendar year 2012. Brenda Flanagan reviewed the audit, noting it was conducted in accordance with general accepted accounting standards. She noted the statement of cash receipts and disbursements. She explained that the financial statements are fairly stated on a cash basis. She noted one statement with total receipts of \$30,172,227 with total disbursements of \$15,197,592. Brenda Flanagan said that cash at the end of the year was \$14,974,635. She broke down that amount into the 911 state fund and the 911 state grant fund. She reminded the Council that the last audit showed six months under the old law and six months under the new law, and the latest audit had shifted to a calendar basis. She discussed the disbursements to the PSAPs and the administrative costs. She reviewed the notes to the financial statement, discussing the accounting policies and procedures. She said the auditors got 45% of the providers' responses back, representing \$7 million of the income. She said the auditors sent confirmations to PSAPs to confirm receipt of their payments, which covered 67% of the disbursements. The auditors found no exceptions with the PSAP disbursements. They tested 14 of the council expenses to make sure they complied with the law. Chairman Way discussed starting the next audit in March of this year. There were no questions of Brenda Flanagan by the Council.

Melissa Wangemann provided the LCPA report. She passed out the PSAP distribution chart produced by Dennis Kriesel, noting that it reflected disbursements through November 2013. She noted the primary payments, back payments and minimum payments on the chart, and pointing out the total distributions. She passed out a balance on the minimum payment fund, which reflected \$1,268,272 that doesn't include the December remittances. She also discussed the 2013 911 Coordinating Council budget versus actual costs prepared by CPA Arnetta Boyce that showed 87.85% expended of the budgeted amount.

Chair Way turned to approval of the January 10, 2014 webinar minutes. Jimmy Reed moved to approve the minutes and Mike Napolitano seconded the motion. The motion passed.

Michele Abbott provided the Operations Committee report. Michele Abbott said there will be no April APCO meeting this year. Instead they will have one meeting this year -- October 13-15 in Wichita, Kansas. She provided an update on the regional meetings, noting a meeting in Garden City with the Southwest region where they gave a Council update to the group considering a collaborative project. They will host another meeting with the South Central group at the end of the month. Scott Ekberg and Jessica Frye will help provide information at the meeting. Three other groups have asked for presentations: Southeast, North Central and Northwest regions. She said the PSAP report was in progress, having been released around January 20. She noted several questions about the capital expenditure funds listed on the report. She said they had received 38 reports at this time. She reminded the Council that the report deadline is March 1. She said the PSAPs have asked about aligning their report with the report produced for Legislative Post Audit. Chair Way noted that the work plan would be amended to reflect the October date for APCO.

Chair Way provided the Administrative Committee report. He discussed the Legislative Post Audit report, which was presented to the Legislative Post Audit Committee. Chair Way and Senator Francisco said the report was received favorably by the Senate Utilities Committee, based on positive comments from Senator Longbine and Senator Lynn. The issue of replicating data for the LPA audit after completing the PSAP report was discussed; Senator Francisco suggested the LPA audit occur at an earlier date so that the PSAPs could gain efficiencies in providing the data to two different sources.

Walt Way gave an update on SB 284. Chair Way listed himself and Ed Klumpp as the only proponents on the bill at the hearing the day before. Senator Mike Petersen may suggest an amendment to require the Legislative Coordinating Council to sign off on the selection of a new LCPA. Chair Way noted that another amendment may be needed to clarify two sections of the bill. Melissa Wangemann added that an amendment relating to a tax-exempt status for the Council might be in order, given the recent question of whether the Council is tax-exempt. Coleen Jennison noted that Walt Way receives a lot of respect and consideration when he speaks on behalf of the Council.

Chair Way reviewed a handout on projected capital expenses for NG911 programs. The handout shows the expected costs and cash flow that the Council will encounter in the next two years. The handout is intended to answer questions about how the grant funds will be used, and to demonstrate why the grant fund cannot be used to fund equipment requests.

Randall White presented the Technical Committee report. Randall discussed the FCC action relating to text-to-911. Chairman Tom Wheeler released a statement asking for commitment from wireless carriers for text-to-911 services, which would allow customers to text 911. The FCC Chair criticized PSAPs and their collective ability to process texted 911 messages. Chair Wheeler noted a push for locating a person within a building and not just at the address. Walt Way said the four largest carriers are planning to provide text message 911 service by the end of the year. Walt Way and Phill Ryan reported that the PSAP will have to request that service from the providers.

Randall White reviewed the program management status. The project is green – meaning, the project is on track, slightly ahead of time and under budget. Infrastructure implementation is yellow because of the risk element of PSAPs that are in dire need of replacing 911 CPE in the next year. He noted the milestones that have been met. He said it was critical to hit the three milestones. He noted that the strategic plan includes minor changes. The plan underscores disaster recovery and business continuity, based on comments from the FCC. Language has been added relating to governance. GIS is also addressed in the plan; NG911 relies on a good GIS plan. The plan will need a single approved vendor, and will need CPE and software-as-service capability. The committee plans to meet its deadline of March 31 for the final system design. He noted that MCP will be submitting an invoice within the next two weeks.

Randall White noted that the GIS project is green and on track. It was behind schedule, but due to great cooperation from the GIS Team, they have recovered their schedule. He had been concerned about meeting the milestones. He reported that he had not seen such cooperation in his career.

Randall White reported that he sent emails out to the counties about the Letters of Agreement (LOAs). He received several LOAs very quickly. He reported that 57% of the LOAs are complete and 92% of MOUs are complete. Those two items are on the critical path of this project, and therefore the project is moving well. Randall White noted that two change order requests have been accepted so far on the AOS contract, and outlined the two changes. AOS will get all the data for the project, which represents an increase in efficiencies.

Randall White moved to Project B on Remediation. This project has not started, and vendors are not permitted to start until Randall White has given them authorization. He said that Project C won't start for awhile.

With regard to the Infrastructure Implementation, Randall White reported that it starts after the final design approval. Randall White said it is critical to keep those in the field informed on the process. Randall White reviewed the Risk Watch List, listed in red, which lists PSAP equipment failure as a risk. There were four risks, but just one now. He noted several solutions

to the risk, such as Scott Ekberg's "Advice Relative to CPE" which is information that can help PSAPs with equipment needs. Also, the E-911 hosted services can be used. The recommendation to the PSAPs is to "hold on" for equipment replacement. The concern is that the replacement equipment will be short-term and a waste of money.

RFPs will be placed for network monitoring and maintenance, and call handling system in April. The committee intends that contracts be awarded beginning in July, 2014.

Program management was the last item for discussion. It is on schedule with the project to end in March, with only half the budget expended.

Walt Way said that Chris Kelly asked that the Council take action on the Strategic Plan. Bob Boaldin moved to adopt the updated NG 911 Strategic Plan for 2013-17, which was seconded by Mike Napolitano. The motion passed.

Chair Way noted the trade matrix report, which has been approved.

Chair Walt Way turned to Scott Ekberg, who discussed the regional concept of NG 911. He discussed the movement in the regional concept, from technology to policy and governance. He reviewed the colored map, which lists the homeland security regions. Scott Ekberg discussed the shaded areas on the map, which are the counties that are working together to prepare for NG 911. The homeland security areas are a good basis for policy decisions relating to NG 911. He said the committee would like to have the Council approve the regional setup. Scott Ekberg noted that MARC would be a seventh region in the setup. Mike Napolitano asked if the counties do not want to expand to their region. Scott Ekberg said the counties that do not agree to the homeland security region would be on their own, and that arrangement would create jagged edges to the regions. Chair Way said the structure was more about governance than technology. Jay Coverdale said the ESInet may exist in and out of the regions, and the homeland security districts are really about governance. He said there was no direct relationship between ESInet infrastructure and the governance side. Bob Boaldin raised a question about his situation where EMS service does not cross the Oklahoma state line, even though his county is the closest source to the Oklahoma citizens. Scott Ekberg said this project is a challenge because Kansas is ahead of the surrounding states on NG 911.

Michele Abbott moved approval of the regional map using homeland security regions for governance and Jimmy Reed seconded the motion. The motion passed.

Jay Coverdale gave the Program Management RFP Update for the Technical Committee. There were five responses, and the committee has reduced the number to two, and conducted interviews of the remaining two vendors. The committee was hoping to have a recommendation to the Council today, but the committee is still in dialogue with the

Department of Administration, and they need information from them before closure on the RFP.

Ken Nelson provided the GIS subcommittee report. He referenced the handout on the GIS subcommittee update. The subcommittee requested a guest login to Valtus to test integration into both desktop and web-based applications. They checked the authentication process. They were not able to test the 1-foot pixel resolution data. They held a conference call with Google to discuss the imagery products available and their pricing models. This is a subscription-based service that the Council could license at whatever level of pixels desired, including six-inch. There is an initial investment cost and an annual maintenance cost. He reviewed the license terms, which were more limiting than seen from the NWGeomatics vendor. Chair Way asked how often Google refreshes their images and Ken Nelson said it was dependent on location; some areas are imaged more often. The subcommittee will continue to investigate and review the programs and make a recommendation back to the Technical Committee and the Council by the next meeting date.

Ken said the Kansas Water Office has \$112,000 that may be available for cost-sharing on the orthoimagery project.

Chair Way clarified that a recommendation is expected by the March 7 meeting.

Ken Nelson noted that Randall White already covered the status update on the GIS gap analysis project. He reviewed the RFP status map and the upcoming regional meetings.

Ken Nelson discussed the need for a standardized process for updating.

Chair Way noted an amendment in the 911 bill that would allow for reimbursement to subcommittee members to address the travel expenses of those serving on the GIS subcommittee.

Ken Nelson moved on to the issue of GIS database layers for public colleges, military bases and tribal areas. The GIS subcommittee determined that GIS database layers for these entities should be included. Kim Pennington said it would be difficult to get address information for the military base. Coleen Jennison said Cox serves that base and she will check on whether they have addressing information.

Chair Way said the next meeting is scheduled to be Webinar only, and asked the members if they were comfortable with that format. There was no concern about the next webinar.

The meeting was adjourned at 12:59 p.m.