



Kansas NG9-1-1

Regular Council Meeting Minutes

Monday, October 9, 2017

1 Call To Order

Chairman Heitschmidt called the Kansas 911 Coordinating Council ("Council") meeting to order at 9:52a.m.

2 Roll Call

Council Members in Attendance

Troy Briggs, Robert Cooper, Jay Coverdale, David Cowan, Jerry Daniels, John Fox, Marci Francisco, Adam Geffert, Dick Heitschmidt, Kyle Hoffman, Kathy Kuentler, Sherry Massey, Kerry McCue, Robert McLemore, Josh Michaelis, Melanie Mills-Bergers, Ken Nelson, and Ellen Wernicke.

Council Members Absent

Mike Albers, John Alcala, Larry Dexter, Rusty Griffin, and Michael Leiker.

Also in Attendance

Michele Abbott, Lori Alexander, Eileen Battles, Kathleen Becker, Bill Duggan, Scott Ekberg, Kelly Emmons, Phill Ryan, Gayle Schwarzrock, Randall White, and Todd Wright.

3 Approval of Minutes

Chairman Heitschmidt requested a motion to approve the minutes for the August 18, 2017 meeting. Motion made by Sherry Massey, seconded by Kyle Hoffman. Kathy Kuentler advised the minutes state she was in attendance for the meeting, but she was not. Correction noted. No other amendments or corrections were presented. All in favor, and the motion to adopt the minutes passed.

4 Approval of Agenda

5 Presentations

5.1 LCPA Report

Financial Reports. Chairman Heitschmidt called on Kathleen Becker to present the Local Collection Point Administrator (LCPA) reports. Ms. Becker reviewed the Bank Activity report, showing August receipts of \$1,915,301.51, August payments of \$2,191,642.71, and a remaining balance of \$14,362,777.63. The Balance Sheet, which reflects accrued totals, shows the assets and liabilities for the Council. The Summary report reflects the revenue for August, as well as year-to-date. This report shows \$2,341,481.41 in total revenues for August, and \$16,719,186.13 for year-to-date revenues. The report also shows expenditures for the month, as well as year-to-date, which includes year-to-date payments to PSAP's of \$13,210,306.10, operating expenses of \$254,625.70, and contractual costs of



\$2,824,016.88. Year-to-date, the Council has a positive change of net assets, and is operating within the 2.5% limit for the 911 collected fees – currently at 1.6%.

2017 LCPA Audit Update. Todd Wright from the LCPA, Nonprofit Solutions, Inc., advised the Council that Summers, Spencer & Company, CPA, is the auditor for the financial statements for the prior fiscal year. The auditor has advised they will complete their work and have a final audit and internal control letter prepared in December 2017 and will have it available in January 2018. The period the auditor is reviewing is a period covered by the former LCPA, the Kansas Association of Counties, into the period where Nonprofit Solutions, Inc. took over as the current LCPA.

5.2 Chairman Report

VIP Tour of Kansas NG911 In Sedgwick County. Chairman Heitschmidt spoke about the FCC Chairman's visit to Wichita and the 911 center there. Elora hosted the visit. Congressman Ron Estes, AT&T President of Global Public Safety, Kay Kapoor, who answers directly to the CEO of AT&T, and Kansas AT&T President, Mike Scott, were also in attendance. One goal of the visit was to show these individuals where Kansas is at and how far Kansas has progressed, and let them see the solution firsthand that Kansas has provided to the current 70 PSAP's in the state.

Unification of NG911 and FirstNet. Chairman Heitschmidt advised the Council that the State Interoperable Executive Council (SIEC), chaired by Chief Robert McLemore, has proposed to establish a partnership with the Coordinating Council for the purpose of consolidating efforts and resources toward the establishment and governance of this effective statewide interoperability network. The Statewide Interoperable Executive Council is interested in opening a discussion with the Kansas 911 Coordinating Council, allowing for cost and timesharing of the soon to be hired Kansas 911 Coordinating Council Executive Director. A portion of the Executive Director's salary is to be reimbursed through the State and Local Implementation Grant Program (SLIGP2), if the grant is accepted. If concurrence is achieved, then the Kansas 911 Coordinating Council and the SIEC would negotiate the time and costs percentages to ensure there are no violations of laws and regulations before the final agreement is decided upon. If agreed upon, the two (2) councils will work together to ensure effective and efficient usage of resources to enhance the likelihood of a successful program that would effectively support the state of Kansas and its residents.

Chairman Heitschmidt explained that the SIEC is asking that the Council allow discussions about how to proceed moving forward, and if there are expenditures of any of our money, those funds would be reimbursed by the SLIGP2 grant. Therefore, we are looking to discuss this with them and get the details worked out on how we can collaborate in bringing FirstNet online in the state of Kansas.

Chief McLemore spoke on the partnership and advised the Council he sees it as an obvious match-up for the two councils since they are already interconnected with NG911 and FirstNet. There are many members who are on both boards as well.

Michele Abbott spoke and advised she has seen a co-alignment between the two projects from the beginning. She believes 911 will be one of the first integrations for FirstNet in the state of Kansas, so this makes sense.

Chairman Heitschmidt followed-up and advised his personal belief is that the biggest impact that FirstNet is going to bring to anyone in the state is to the PSAP's. The Kansas 911 Coordinating Council will be working on the FirstNet integration into PSAP's, and have already made it clear to AT&T that the Council intends to be heavily involved.

Chairman Heitschmidt requested a motion to direct the Council to get involved in the above discussions and come up with a partnership agreement with the SEIC regarding FirstNet. Motion made by Kyle



Hoffman, seconded by Josh Michaelis. All in favor, and the motion is passed. Chairman Heitschmidt will contact Chief McLemore to get those discussions underway.

Council Vacancies and Appointments. Chairman Heitschmidt advised the Council regarding current Council vacancies and appointments. The position announcement for the Executive Director's position closed last week. The applications have not yet been received from the Adjutant General's Human Relationships Department, but the Chairman had just missed a call from them, and is hopeful to have more information on this matter later today.

There is also one application for the Rural Telco position on the Council from Robert McDonald. That application will be submitted to the Governor very soon, if it has not already been submitted.

There is still no position from the majority's side on the Senate. Chairman Heitschmidt will look into this.

5.3 Operations Committee Report

Expenditure Report Update. Michele Abbott advised the 2016 expenditures were approximately \$18,759,000.00. A little over \$3 million in expenditures were questioned, including \$22,205.00 that was identified at the onset. She often gets the question of what were the unallowable expenses. Those included camera systems that were installed, fire suppression equipment, and some additional items that should likely come from the general funds rather than the 911 funds.

Lori Alexander spoke on the expenditures and advised she has been working on the portal with Kelly and Eileen to be able to upload the invoices directly onto the portal. PSAP's have now been asked to submit five (5) random invoices to accompany their expenditures, as well as Journal Entries for anything that may need to be reimbursed. Lori is currently working on a video to put on the site to assist PSAP's with this process.

Michele advised the Council that all questions received regarding allowable and unallowable expenses are added to the FAQ sheet on the website for PSAP's to refer to in the future.

Scott Ekberg advised PSAP Directors that request to uploading five (5) random receipts came from the last Legislative Post Audit (LPA) through a recommendation to the Legislature on improvements the Council can make in the monitoring process of the expenditures.

Michele discussed the review by the LPA of the operational policies. Although the committee was already reviewing every expenditure, no requests were made for the original invoices. The LPA felt the committee needed to do more to tie the expenditure amount to what the invoice said was being purchased. That is now the next step to keep in compliance with the audit findings.

Training. Michele Abbott discussed the Admin Training Day that was held in September, in which 80 administrators attended. This training is being continued at the APCO Conference. This conference is the highest attended in APCO history, with 175 registered attendees.

PSAP Distribution Report. Michele Abbott advised that the PSAP Distribution Report will be listed on the website, which includes the PSAP monthly allocations and what has been earned up to this point for the year.

Text-To-911 Subcommittee Report. Josh Michaelis advised that since the last Council meeting in August, the subcommittee has reached out to our advocacy members and the Attorney General's commission on human trafficking. Brochures and training have been made available at the conference as to how Text-To-911 will be beneficial to human trafficking victims.



Josh Michaelis advised that the subcommittee has developed public service announcements (PSA's) for Text-To-911. He presented the first cut of the deaf and hard of hearing PSA to the Council, which included Council member, Robert Cooper. Scott Ekberg thanked Robert for his work on the video. Josh reiterated Scott's thanks to Robert for his work, as well as thanks to the Text-To-911 committee. The voiceover was done by a committee member, Tim McQuaid, and the actors were students from Sterling College.

Jay Coverdale commented on the work done for the PSA campaign. The campaign will be beneficial in getting the word out to the public on what Text-To-911 can and cannot do.

Michele Abbott agreed with Jay and also pointed out the work done by the Executive Committee, along with Scott Ekberg and Lori Alexander, in putting together a complete package, including a position paper on Text-To-911, a written PSA, and a sample policy. A lot of work has also gone into the implementation process which will begin next week, which will include carrier testing with the 911 centers. A collaborative effort will be held on November 2nd for all centers to go live at the same time.

Michele Abbott discussed a problem identified in today's Operations Committee meeting, wherein there are 70 PSAP's to go online in November, but 31 of those PSAP's have not registered in the knowledge center. The training for Text-To-911 will be presented through the knowledge center, and it was anticipated that this would be how the PSAP's would receive that training and certify they were ready to receive Text-To-911. Discussion was had about the non-compliance and a possible workaround outside of the knowledge center that would allow a center to certify that their staff has trained. A video training was created and provided to everyone to use. The Operations Committee will make a recommendation to the executive team on how to proceed with this training issue, as there is currently only 24 days remaining before the service becomes live.

Marci Francisco thanked the committee for reaching out to the human trafficking commission.

Kyle Hoffman inquired why there are so many PSAP's that are not trained. Michele advised that an e-mail is sent out to everyone through the knowledge center. The centers then need to register their users online. There was an issue with the testing, which has since been resolved. An e-mail has also been sent out to those who have not trained advising of a workaround for those having trouble with the knowledge center. There are a lot of smaller agencies with limited people doing a lot of work, and this is another added responsibility for them, however, it is the Council's responsibility to get that training out to everyone, and ensure that they have completed it. The training, which consists of a video and 10 questions, is available at the conference on Wednesday for anyone in attendance who has not yet completed it.

Kathy Kuentler commented that when a PSAP comes onto the hosted solution, an MOA is signed agreeing to what is in the MOA, including the 24 hours of continuing education. Kathy feels it is important for the Council to address enforcement of the training, not only with Text-To-911, but with the training hours that come next year. Kathy inquired about the position the Council is willing to take, including the option of withholding tax funds or pulling the hosted solution if the training is not completed.

Michele Abbott advised that discussion was had during the Operations Committee meeting that the MOA has a URL embedded within it, and as features and functionality come on and change, standards and recommended guidelines need to be addressed including training. As functionality changes, the standards and recommended guidelines are changing, and will need to be updated. There was also discussion about turnover and elections in the different departments and centers, making it possible that the person in office now may not be the one who signed the MOA or may not know what the requirements are. Discussion was had about sending the MOA out annually with recommendations, or a



cover letter annually with a URL to the MOA and bullet points with their responsibilities with regard to the expenditure report, training, etc. The Committee did also discuss grant fees that are paid out through the grant fund as well.

Marci Francisco requested any questions or comments that she could take back to the Legislature as well.

Training Subcommittee Report. Ellen Wernicke spoke on behalf of the Training Subcommittee. There are continued challenges with communication with the PSAP's. As was discussed previously, 31 of the 70 PSAP's have not logged into the knowledge center. Of those 31, there are 14 with only one contact listed, which is the Sheriff in most cases. Ellen acknowledged and agreed with Kathy's comment about following and enforcing the standards. The training standards go into effect in 2018. The subcommittee will begin the process of reaching out to the PSAP's to get their certifications for training. As mentioned previously, alternatives are also being explored on how to get the Text-To-911 training out to everyone. Work is also underway for the CTO and supervisor guidelines.

Marci Francisco advised she would mention the issue with the training at her next human trafficking commission meeting, as there are a number of law enforcement personnel who attend, and remind them about the importance of the training. It would then be the hope that they would reiterate that back to other staff in their agencies.

Michele Abbott advised that Scott and Lori also do outreach to the Kansas Law Enforcement Training Center, as well as reaching out to new Sheriffs when they are elected.

Ellen Wernicke stated it's not just law enforcement, it's a multi-discipline issue. She feels there will be a challenge on the medical side as well, coming down from a variety of groups about what the emergency medical dispatcher training standards are

Kathy Kuentler inquired if a Sheriff or administrator enrolls their staff in the knowledge center, or sends in a list of the staff and their e-mails, and they are enrolled, then notifications are sent out to those e-mails. This was confirmed. Lori Alexander advised the issue with that lies in getting individual e-mail addresses, as she often just gets one e-mail address for an entire group.

Michele Abbott advised that a selling point for the knowledge center was developing it into a communication tool with 911 operators and administrators.

Sherry Massey spoke from a GIS standpoint regarding compliance and the impact. There is great participation with people submitting their data, however, many PSAP administrators have signed up to be responsible but haven't attended the free 3-hour class. They continue to receive e-mails regarding this until they become compliant.

Michele Abbott pointed out there being a lot of small PSAP's that may have just one person answering the phone and taking on administrative responsibilities. With that, retention issues, and staffing levels, it's problematic.

5.4 Technical Committee Report

Program Status. Jay Coverdale presented for the Technical Committee. All projects presented on the handout are on schedule and under budget.

LCPA – Toyia Bulla retired a month ago and has named Kathleen Becker as her replacement. This has been a very seamless transition.



Infrastructure – 68 PSAP’s are currently on the system, along with the training center in Yoder. The goal is to increase that to 76 by the end of the year. All SOR’s, for counties interested in coming onto the system, should be completed in 2018.

The hosted solution moving toward ESInet connection has had a bit of a delay. The team is currently waiting for Release 7.2 to address the AirBus release that will provide address location information from a geospatial routed call.

Program Management – Randall White Consulting is continuing to work on the projects revolving around the ESInet, FirstNet, and the call handling solution that is in the process of being implemented, ensuring all 3 of those projects work in concert with one another and can move forward in a timely fashion.

Kansas NG911 Security Plan/Policies. Jay Coverdell updated the Council on the continued work with AT&T to identify a subject matter expert regarding security and cyber-security, to assist the committee in identifying standards that we need to be following. That resource has been identified by AT&T, and the committee is looking forward to working with them closely.

Incident Management Plan. Jay Coverdell advised that work has been done with the AT&T Resolution Center. They have a very good incident management plan for day 2 support of the call handling solution. However, it does not fully address the potential impacts from a cyber-security event, so AT&T is looking at how that can be modified or expanded. They are very close to having a report on that.

5.5 GIS Committee Report

NSGIC Award. Chairman Heitschmidt advised the Council that Ken Nelson, Eileen Battles, and Sherry Massey received a national award on behalf of the entire GIS team recently. This is another example of how the Kansas GIS effort is leading the way.

Ken Nelson advised that he and Eileen attended the National States Geographic Information Council (NSGIC) conference 2 weeks ago in Providence, Rhode Island. Ken advised he nominated the Council for the Geospatial Excellent Award, specifically in the catalyst category. The development of GIS data layers for this project, that are being used across our state government enterprise, including road center lines, address points, and imagery in many organizations at the local and state levels, has had a huge impact on our state GIS program. The Council won the Catalyst Award. Ken was able to nominate 5 individuals, even though it was really for the entire group. He nominated Eileen Battles, Sherry Massey, Kristen Jordan-Koenig, Scott Ekberg, and Kelly Emmons.

GIS Data Maintenance Status. Ken Nelson presented a map reflecting the 3rd quarter data submission, reflecting all areas in compliance, with 99 jurisdictions submitting data and 6 with no changes. This marks 7 straight quarters of compliance.

Scott Ekberg inquired if there were any comments on this information at the national conference. Ken advised that there were a lot of comments and disbelief that there could be that level of participation at a statewide level.

Orthoimagery Update. Ken Nelson advised that the renewal agreement with Surdex is fully executed and new imagery will be acquired in late fall and early winter. It will be the same deal as last time – statewide 1 foot, web services, and file based formats. The renewal also allows for a release of the 2015 imagery into the public domain. There is also a local buy-up option that will be provided to locals, if they want to take advantage of the imagery while they are out in the area. Beginning next summer, recycling will begin on the NAS box deployment that is out in the PSAP’s.



Cross-Border Collaboration Update. Ken Nelson advised that there have been discussions with Nebraska. A meeting with Oklahoma is in the works. There has been contact with Maryland and the city of West Palm Beach, Florida, as well. The map being created has to align with all of our state neighbors, so will likely look at early next year to set up those meetings.

NG911 GIS User Group. Ken Nelson discussed the success of the quarterly webinar that Eileen Battles has been holding. Attendance has remained high. The webinar held in August had over 50 attendees. Eileen has another webinar set up at the Kansas Association of Mappers Conference next week. The Vesta User Group will present at the Fall APCO Conference this week.

General Update. Ken Nelson advised that Kristen Jordan-Koenig, in the DASC office, has been the primary developer on the toolbox. This has been a very helpful way to allow the jurisdictions to test their data before they submit through the portal. All of the same data quality checks are ran, but it is considered an open book test, to allow them to test it for accuracy before an upload.

Network attached storage devices continue to be sent out. So far 73 of those have been sent. Eileen has published 69 map templates.

Geospatial Call Routing Report. Sherry Massey advised of an important aspect of the training. The training has morphed from being just about the GIS program into how the PSAP's prepare for geospatial call routing from a data perspective. In Kansas, as well as nationally, there is concern about whether the data can actually get us there. The training classes are almost done for the year. There is a Data Steward class at this conference and there will be a Data Maintainer class at the KAM Conference next week, and that will conclude those classes until Spring 2018. Classes this year have been held in Wichita, Garden City, Hays, Lawrence, Iola, and Manhattan. Depending on how the statistics come out, the number may be reduced, but trainings will still be held in western, eastern, and central Kansas.

Sherry continues to run the quarterly updates for GIS, as well as acquiring a list of all of the telephone records from AT&T for Kansas and combines the two together to see where the GIS data stands in terms of doing the geospatial call routing job. It has improved each time. Of the 70 PSAP's, 50 of them have already achieved the data alignment necessary to move to geospatial call routing. The first county, Dickinson County, was submitted to West, and they have been surprised at how clean the data is. Stephens County will be the next county submitted, and will be perfect.

Portal Demo. Eileen Battles and Kelly Emmons gave a demonstration of the NG911 portal. Eileen advised the Council that the portal was initially launched 2 years ago, in October 2015. The portal is not a public content site, you need to register and then sign-in each time you want to utilize the portal. Eileen reviewed the registration process. The role selected during registration will determine the access you have in the portal (i.e. a telecom service provider will have access to the TSP module). More than one role can be selected, if appropriate. The registration also asks if you will be submitting expenditure reports, so those doing so will need to mark that box. Once registration is approved, the user will receive an e-mail with their auto-generated encrypted password.

Eileen Battles highlighted a function available for those whose role is a PSAP operation managers, wherein they can see the current PSAP roles option, which will allow them to see what other PSAP's are registered on the portal. They can also invite others to register on the portal.

Eileen also advised that all content entered into the portal is stored in a database, to be utilized for pulling reports and queries and accessing the information later.

Eileen discussed the outage notifications that have also been added to the portal, so that all users are notified by e-mail but also have the option to get notified by text and voice as well.



Eileen also reviewed the Travel Expenses module, which is based on the paper form that was previously completed for 911 related expenses. Once an expense form is submitted on the module, Scott will receive an e-mail advising him of the same. For those on the Legislature, the form will pull up in the appropriate format for you as well. Receipts for the expenses can also be uploaded into the module as well.

Eileen showed the portal from the admin view, such as what Scott sees when approving expenses. It will reflect who has submitted requests and do any follow-up required. Scott can also upload receipts for expenses, if someone was unable to do so directly.

Eileen also reviewed the GIS tools that are built into the portal. The GIS tools are the cornerstone of why the portal was initially created. This allows all GIS data maintainers to submit their GIS data updates. The site tracks who submitted information and what was submitted. Once their information is submitted, the system generates scripts and validates the data. An e-mail will then be sent advising them either that the submission was approved or if it needs corrected and re-submitted. Approved data is then converted into the Vesta Locate database.

Eileen discussed the expenditures for PSAP's, which are now set up on the portal as well, rather than spreadsheets needing to be sent through e-mail. When all expenditures have been entered, the PSAP can go to the annual submission option and that will send an e-mail to Lori advising her they have submitted their expenditures for review. The PSAP's can also upload their invoices for the 5 random invoices that are being requested.

Eileen also advised that the admin side for expenditures, they can be followed-up on, reviewed, and uploaded invoices and receipts reviewed.

Lastly, Eileen advised that the TSP module was added allowing TSP's to add their monthly files instead of sending each month via e-mail. The TSP can upload the report and track the spreadsheets submitted each month.

5.6 Executive Session

At this time, Jay Coverdale made motion to move into an executive session to discuss some legal issues. Chairman Heitschmidt inquired if the matter could be handled within a 15 minute timeframe and Jay agreed. Chairman Heitschmidt advised the Council that during the executive session, no binding action would be taken. Those who were not voting or non-voting members of the Council, or Council employees, were temporarily dismissed from the meeting. The Council entered into executive session at 11:50a.m., before returning to regular session of the Council meeting at 12:05p.m.

5.7 Administrator Report

Work Plan and Budget Update. Scott Ekberg spoke on the draft of the work plan. Scott asked for everyone to review it and advise him of any additions or changes that are needed before the final is prepared. It will be submitted to the Council in December for approval for 2018.

Marci Francisco inquired if Scott would consider adding recommendations from the Executive Committee regarding training. Scott advised her it is on page 2 of the work plan. Scott advised that the work plan is based off of the action items in the strategic plan, which includes looking at the Legislation and changes needed. He further advised that he contacted Representative Kyle Hoffman regarding a deadline for the work plan to be completed for submission in the next Legislative session. Representative Hoffman advised it would need to be done by January 2018.

Scott Ekberg advised he is going to ask that the Chairman appoint a Legislative sub-committee made up of the Legislative members on the Council, the Operations Chairman, the Council Chairman, Scott, and



whomever else would be appropriate to be included. The sub-committee can then begin work on identifying any changes needed to the Legislation, and any administrative regulations that the Council may want to try and enact for 2018. Chairman Heitschmidt advised he would work on that and have it done by the end of the day.

Scott also presented a draft of the 2018 budget. He again asked for everyone to review the budget and advise him of any changes or additions to be made. Scott presented on the changes made to the 2018 budget from the current year's budget.

- *Council Meeting Expenses* – increased \$1,600.00. There are more Council members registering for the 2 APCO conferences held each year, and this has increased meeting costs.
- *Committee Meeting Expenses* – increased \$1,600.00. The increase is to cover the additional committee meetings that are now being held.
- *Publication Fees* – reduced \$5,000.00. Last year, the legal representation by the Attorney General's office was duplicated, both as a contract budget item and a Council budget item. There may be some argument to leave money for a situation where the legal representation is for the Council specifically and not the system as a whole.
- *Membership Dues* – increased \$896.00. The number of memberships to APCO and NENA increased for Council and committee members, as well as an increase in the NASNA annual membership dues.
- *Conference and Training For Council Members* – increased \$9,200.00. This increase would cover the cost of sending 3 Council members to the 911 Goes To Washington event.
- *LCPA Contracted Services* – moved out of the Council budget. The contractual budget that has been maintained since 2012 has always been made up of items that benefited the majority of the PSAP's or all of the PSAP's. The biggest part of what the LCPA does directly benefits the PSAP's – collecting the TSP money that is submitted and distributing it back to the PSAP's. The LCPA contract should have been in the contract budget since the beginning.
- *Annual Audit of LCPA* – increased \$5,000.00. Next year, the Council will move to a gap general accounting accepted practices audit. This will be more involved than the cash audit done in years past, and will require additional funds.
- *Personnel Contracts* – increased \$235,092.00. This increase will cover the new Executive Director position in full. If the Council enters into the partnership with the SEIC, then a portion of that increase is going to be reimbursed, and won't be an accurate reflection of what it will cost the Council.
 - *Training*: There is an increase of \$500.00 per position, for a total of \$1,500.00, added to training. Scott and Lori would like to get NENA Emergency Number Professional Certifications. Scott also added \$500.00 for the new Executive Director position, in case they would also like to receive that certification.
 - *Salary*: A proposed 2.5% salary increase for Scott and Lori.
 - *Vehicle Purchase/Replacement*: Initially added \$40,000.00 for this expense, but later reduced to \$20,000.00 based on the fact that the Executive Director position is not going to be a traveling position, so the plan will be to pay mileage for that position instead of purchasing a vehicle. The \$20,000.00 will then be to replace one vehicle next year.



- *Imagery Contract:* Increased \$550,000.00 from last year for the upcoming imagery refresh. There is a \$100,000.00 cost share from the Traffic Records Coordinating Council, as well as \$15,000.00 from the Kansas Department of Revenue to cost share that imagery as well. This reduces next year's expenditure \$435,000.00 with those cost shares. (Scott originally stated the \$15,000.00 was coming from the water department, but Ken corrected him that it will be from the Dept. of Revenue.)

Ken spoke on the buy up program for local entities to buy up on the imagery. One of the challenges to that program is not being synced up with budget years with the locals. There may be counties who would like to participate, but won't have the funding available at the time to pay for the acquisition costs. An idea would be to have the Council cover those costs on a reimbursement basis, providing local entities one (1) year to get their budget authority in place, and then reimburse the Council for those costs. This will provide them with the opportunity to participate if those want to do that. There would be with a contract document to ensure we are reimbursed in a timely manner.

Kyle Hoffman inquired what the estimated cost would be to provide that buy-up option to local entities. Scott advised he wouldn't be able to answer that without knowing how many entities might be in a position to participate. Ken Nelson advised that he also did not have a good answer, but thinks they will be able to get an estimate in 4-6 weeks. Ken also advises there have been discussions with Surdex about this. They are already working on their 2019 year and they advised they could only bill for the acquisition and then hold off on the processing of those buy-ups until the 2019 budget year.

- *DASC Contract:* Currently, the fixed price agreement is for \$160,000.00 per year. In addition to the work on the portal, Eileen is also managing 69 map templates for the PSAP's. This will continue to increase. There will also be replacement of the network addressable storage devices that hold the imagery. With the new imagery coming out, the boxes will need to be rotated out. There will also be processing of the files onto the NAS box, shipping it out, and getting the other back. In talking over the renewal of the agreement, Ken Nelson and Scott felt that an additional \$20,000.00 per year on that contract was a fair price. This would be an increase to \$180,000.00 per year over the next 3 years.
- *Kansas Knowledge Center:* Increased \$2,400.00 to purchase additional training packages that the vendor makes available, as well as to cover an increased cost of the users. The current contract covers 1,200 users. We are currently at almost 900. As the Knowledge Center is marketed more, there's a good possibility the users will go over 1,200.
- *LCPA Contract:* Increased \$1,500.00 per the signed contract.

Hosted Solution Status. Scott Ekberg presented the status map for the hosted solution. Phillips County is now signed on to come on. A consult visit was done with Phillips County and they provided invoicing that reflects their moving to the hosted solution is going to save them about \$25,000.00 per year. With the \$18,000.00 per work station, Text-To-911 and ESInet are included. If they stayed on the solution they are currently on, Text-To-911 is an additional \$12,000.00 one-time fee, and about \$1,200.00 per year ongoing. Adding ESInet would be another huge jump. This validates what we have said about the hosted solution being the most economical and efficient way to migrate to NG911.



Scott advised that Rooks County has indicated interest. Riley County is interested in coming online in 2019 and an SOR should be completed this year for them. A meeting was held with Jackson County, and the Pottawatomie Tribal Police is expressing interest in standing up their PSAP. If they do that, they are very interested in the hosted solution, because they like the idea of not having ownership of the equipment and just buying a service. They were advised that the Council cannot spend any of the grant fund, so they will need to pay all of the upfront costs and that did not shun them away. There was then a meeting with the Jackson County Sheriff and he was very opposed to the Pottawatomie Tribal Police creating their own PSAP. Any time an additional PSAP is created in a jurisdiction it is a bad move, but there is nothing that can be done to stop them from doing so. With this in mind, it was important to find a way to make this as painless as possible. Jackson County was very interested in the hosted solution as well. If they didn't have issues with funding, Scott believes they would have signed up that day. Their concern with funding is that since they started 911 in Jackson County, they have never spent general fund money on 911, other than personnel. If they come on to the hosted solution, they have 3 positions, which will be \$54,000.00 per year. They will not be able to continue doing that and will have to use general fund money, and are very opposed to doing that.

Scott updated the Council that since the last Council meeting, Andover Police Department and Sedgwick County both came on in September. Harvey, Harper, Nemaha (Seneca and Sabetha PD), Sherman, Saline, and Dickinson counties are all scheduled by the end of the year, which will bring the total to 76 PSAP's on the system. Chautauqua, Bourbon, Coffeyville Police Department, Marion, Wabaunsee, Pottawatomie, Shawnee, and Phillips will all be on early next year.

Scott reviewed statistics, which show we are running at the typical average of 80% for wireless calls in September. As for call volumes, this is the first time we've had Sedgwick County on the system, and they receive more calls than other PSAP's, totaling 22,057 calls in half a month (coming online on September 13th). Given that call volume, there was concern about the effect on the system. Looking at 9/14/17 data, the first full day that Sedgwick County was on, they accounted for 62% of the 911 call volume, and 19% of the administrative call volume.

Scott went over the bandwidth utilization on 9/13/17 from 2:00 to 3:30, prior to Sedgwick County coming on, the spikes in bandwidth usage are going up, not quite to 10 mb per second. After bringing Sedgwick County on, the bandwidth usage spikes to just over 12.5 mb. It was interesting to see that they did not have much of an effect on the bandwidth usage. CPU usage after Sedgwick County came on only rose 1%. Memory usage did not increase at all. In viewing the CPU usage in another format from 12am to 12pm on 9/13/17, it shows that at 10am Sedgwick County cut live. There was not a significant increase in CPU usage. We are still well below 25%.

Scott reviewed call statistics, which show 2-seat PSAP's are ranging from 2 calls per day up to 32 calls per day, and 1-seat PSAP's are looking at less than 1 call per day up to 10 calls per day. The calls by class of service graph for January through September, shows 81% wireless.

ESInet Status. Scott Ekberg presented 10 milestones of the ESInet. The first migration to geospatial routing is scheduled for the 2nd quarter. The portal for submitting GIS data is scheduled to be available in November 2017. Circuits from the Data Centers to ESInet scheduled for late October 2017. If we experience problems like had occurred with the second pop circuit in the Topeka Data Center, that'll be an issue, but not anticipating that since this is an existing point of presence. Routers and firewalls for the Data Centers are scheduled for install in November 2017. There is a software upgrade that is needed, which is currently scheduled to be available by 2nd quarter 2018. Text-To-911 had to have upgrade to R 6.1, which slowed the project down almost a year, getting the upgrade from the manufacturer, getting approval, and getting it inputted. There is a possibility of having the same issue



with R 7.2, and there will likely be trial and error, so it's a good chance we'll be delayed past 2nd quarter for that upgrade.

5.8 NG911 Liaison Report

Vesta User Group Report. Lori Alexander reported on the user group. The Vesta User Group is set to meet tomorrow at 2:00pm, and will discuss AirBus tips and shortcuts. The Mapping User Group has been active and doing presentations every quarter with information provided by Eileen and Sherry.

NG911 Knowledge Center. Lori Alexander advised that there are currently 900 users on the center. There is a class scheduled today to provide hands-on info on the knowledge center. The developer is here for that training as well.

6 New Business

Chief Heitschmidt inquired if there is any new business from the Council.

Michele Abbott reminded everyone who has registered for the conference to get signed in and pick up their packet of information.

Chief Heitschmidt advised the next meeting is set for December 1, 2017 from 11:00a.m. to 1:00p.m.

7 Adjournment

Josh Michaelis motion to adjourn the meeting, seconded by Sherri Massey. The meeting adjourned 12:39 p.m.

Submitted by:

Scott Ekberg
NG911 Administrator