

911 Coordinating Council
Minutes
March 6, 2015

Members in Attendance: Michele Abbott, Robert Cooper, Jay Coverdale, Kathryn Fairchild, Keith Faddis, Senator Marci Francisco, Rusty Griffin, Paul Haugan, Dick Heitschmidt, Representative Kyle Hoffman, Mike Leiker, Kerry McCue, Ken Nelson, Kim Pennington, Phill Ryan, Harry Smith, Jimmy Todd, Mike Napolitano and Walt Way.

Members Absent: Robert Boyd, Frank Denning, Coleen Jennison, Rep. Annie Kuether, Josh Michaelis, and Colonel Christopher Stratmann

Also attending: Scott Ekberg, Melissa Wangemann, Jessica Frye, Randall White, Jason Conn, Eric Stenning, Bruce Hardesty and Vicki Simpson.

Chairman Way called the meeting to order at 11:04 a.m. He called for a review of the February 6, 2015 minutes for approval. Dick Heitschmidt moved to approve the minutes, and Kyle Hoffman seconded the motion. The motion passed.

Melissa Wangemann gave the LCPA report. She handed out and explained the PSAP payment distribution chart. Chairman Way asked if there were any questions on the financial report. No questions were asked. Melissa Wangemann reported that the 2015 budget for the council was prepared by Arnetta Boyce, KAC accountant, to begin tracking Council expenses for the year. Melissa Wangemann said there were not many expenses to report yet in the new year, and the Council is on budget. Chairman Way asked about Statements of Substantial Interest (SSIs). Melissa Wangemann confirmed her recommendation from last year to have Council members file the SSI form with the Governmental Ethics Commission. Chairman Way commented that the law required the filing because the Council is a state entity. Melissa Wangemann will send out a reminder memo on the issue to the council.

Chairman Walt Way called on Michele Abbott to give the Operations Committee Report. She reported that the committee would start working on the annual expenditure report. She said the committee met earlier in the month to update the new members on the process of reviewing the annual expenditure report. She said the Council signed the call-handling contract last week, so the Operations Committee will reach out to PSAPs on March 11th at Crisis Center to discuss the roll out of the new contract. She said the next 911 Council meeting will be during the APCO conference on April 29th and those attending will need to register for the conference

Kim Pennington reported that she will do two round-table discussions on training during the APCO Conference. She said she was somewhat concerned about certification for the courses because her county is using a new process is to verify attendance, based on the person's own word that he/she completed the training.

Chairman Way spoke about the agreement with KU. The agreement is complete, and it is posted on the website. They have already begun work for the council.

Chairman Way turned to the Administration Committee Report. He discussed the hosted Call Handling Value statement that was presented at the last Administrative Committee meeting. The Administration Committee recommends that the council approve the statement. Robert Cooper moved approval of the value statement. Kim Pennington seconded the motion. The motion passed.

The Administration Committee suggested two policy positions that they wanted the Council to consider. The first policy position is that the 911 Council use the 911 state grant funds to pay for the startup costs and the monthly reoccurring costs for the NG911 infrastructure, network, and data centers. Secondly, to use 911 state grant funds to pay for the startup costs for the hosted CPE in PSAPs with the provision that the Council adopt standards related to the quantity of 911 work stations in a PSAPs. In other words, tie some relevance to what the Council is funding to needs, staffing, and call volumes. Walt Way presented both policies to the Council for consideration and asked for a motion to approve. Robert Cooper moved to approve the two policy positions. Michele Abbott seconded the motion. The motion passed.

The Administration Committee also discussed cost share scenarios, and how much the Council may fund upfront of the non-reoccurring fees for PSAPs and the monthly reoccurring costs a PSAP will have under the AT&T contract. The Administration Committee went through a variety of scenarios, and came up with some principles related to what Scott Ekberg will present later. One principle is the cost share mechanism should be used to incentivize PSAPs to join the statewide NG911 system by providing the upfront costs to join, and PSAPs provide the monthly reoccurring costs to fund their cost share. The Council needs to maintain an adequate balance in the 911 State Grant Fund to insure adequate resources to pay for the 911 infrastructure's recurring costs, and to prepare for i3 service enhancements to the infrastructure as they become available through standards and the vendors. The suggested minimum fund balance is \$1.5 million. Chairman Way emphasized that number is the bare minimum the Council should retain at the end of the ten-year period. Lastly, the Administration Committee talked about cost share scenarios, and the potential need to raise the 911 fee to ensure an adequate fund balance for the grant fund, and to fund the upfront costs of the network infrastructure and the PSAPs. The consensus of the Administrative Committee is that it will become necessary to raise the 911 Fee amount based on the cost analysis provided.

Scott Ekberg gave the NG911 Administrator's report. He gave an overview of the kick-off meeting of the project the last week of February. AT&T is planning to use a tiger team for installation so there will be up to four PSAPs loaded on the system at one time. On Feb 26 there was in-depth review of the program, and the highlights were the signed contract with AT&T and the data center upgrades. Call-handling host equipment is expected to be installed and ready by June or July. The Pilot PSAP sites expected to be turned on in July, with beta PSAP sites turned on in July or August. The goal is to activate up 29 PSAPs and both data center hosts in 2015; 58 PSAPs in 2016; 87 in 2017; and all 117 by 2018. Scott Ekberg said the state PSAP

launch is March 11 at the Crisis City Conference. After that there will be regional PSAP launches, to be completed by April 10. The message will be history of the process, the PSAP responsibility, costs and the opportunity to sign up for participation.

Scott advised that PSAPs will complete forms indicating their intent to participate and complete the preliminary site survey. AT&T will review and any changes will have to be vetted with PSAPs. The equipment and circuits will be ordered and the site survey will be conducted, with necessary site remediation work initiated at that point. To implement the process, installation will be scheduled and call-handling training will be scheduled and delivered. The PSAP installation will be tested and acceptance will be presumed if no notice is given by the PSAP. Day 2, support begins, with on-going training to occur. AT&T has a resolution center to deal with problems. Training will occur regionally, with six training as the goal. Scott Ekberg discussed the milestones, noting the PSAP Launch as the initial milestone at the APCO Conference. Scott Ekberg also noted that Critical Design Review is May 5 and the Final Design Review is June 2. Representative Kyle Hoffman asked if there would be any more discussion on sharing equipment between PSAPs. Walt Way said the hosted model does involve sharing equipment. Walt Way said some PSAPs may serve as backups to others, and that would be another example of cost-sharing.

Scott Ekberg reviewed cost recovery. He noted the recovery plan proposed by the Administration Committee, and that the cost recovery plan takes those plans into consideration. Actual NRC is \$6.89 million, paid from the grant fund; Actual Total MRC \$4,558,652. In order to recover those costs the council will charge the PSAPs a flat rate of \$18,000 per work station, per year (or \$6,264,000). The flat rate generates excess funds of \$1,705,348. Scott realized this model did not include the KS Universal Service Fund, a surcharge that will apply to the network connectivity, which amounts to \$300,000, so the excess funds drop to about \$1.4m. Chairman Way asked about the time frame was on these numbers. Scott Ekberg replied that MRC's will last over the entire project, 10 years. Scott Ekberg talked about the impact of the \$18,000 fee on select PSAPs. He showed the numbers for Garden City, which would see a 911 fee balance of \$26,468 after paying for their seats. He also listed Sedgwick, Hutch/Reno, Independence, Wallace and Woodson. Scott Ekberg also showed a chart of average expenditures and flat fee impact for PSAPs of different sizes. The chart showed a negative balance of those PSAPs with 2, 3 and 4 seats, but the hope is they will reduce the number of seats. Scott Ekberg also showed a chart listing the impact on the grant fund with an increased in the \$.53 fee to \$.60. The balance in the state grant fund will level to about \$7m by years 8-10. Walt Way asked if there were estimated on the i3 costs. Scott Ekberg said the costs could be 1.5-3 million NRC and the same in MRC. It is a rough estimate, but is the best they have for now. AT&T is working on the cost for text right now. Year 10 does not include the i3 services. Jay Coverdale said the model is based on current seat count, so if that number drops, there would be an increase of balance to the state grant fund. Senator Francisco asked about getting the information to the legislature, such as the Utilities Committees. Representative Hoffman suggested an ad hoc meeting possibly for legislators beyond the Utilities Committees. Marci Francisco and Kyle Hoffman said they could inform legislators of this issue during their caucuses. Mike Napolitano moved approval of the cost

recovery proposal and Robert Cooper seconded the motion. The motion passed on an 11 council member vote, with four nonmembers supporting it.

Walt Way turned to Jay Coverdale to give the Technical Committee Report. Jay Coverdale noted that the committee is still working with Mission Critical Partners on the infrastructure support. He said they are well within the budget on this project. As for the infrastructure, the project is about four months behind. Jay Coverdale discussed the program management contract with Randall White and commended Randall for his work. Jay Coverdale moved on to discussion on the GIS Enhancement project, noting it is on schedule and on budget, but the data quality assurance audit is tracking a little high and data remediation is tracking a little low, so the project should stay on track. Jay Coverdale asked Ken Nelson to present the GIS Committee Report. But first, Scott Ekberg discussed the GIS governance policy, which was given to the Council members at the last meeting. The consensus of the Council was that the policy was acceptable. Kim Pennington moved to adopt the policy and Mike Napolitano seconded the motion to accept the governance policy. The motion passed.

Ken Nelson turned to the GIS Data Gap Analysis and Remediation Project. He showed the status map indicating what counties have been approved by the GIS Data Review Committee. He also discussed the progress on the Statewide Orthoimagery Project. He said that the web service is available, and if a county or state wanted to build a web mapping application they can embed it in their county website. The other two formats are complete for Regions 1-5. He said re-flights would need to be done in some southeastern and western Kansas areas. He said that DASC has created a web-based database request form.

Ken Nelson also discussed the GIS Data Model. Version 1.1 was made available for a two-week public comment period. The final version will be ready for final approval after the comments are received and reviewed. Ken Nelson then reviewed the data maintenance training map, showing the number of counties that have completed training, around 64%. Lastly, he listed the meeting schedule for the GIS Committee. He showed a RFP released from KDOT to leverage high-quality 911 road centerline data. This will be an opportunity for local jurisdictions to receive this information. The first step is to gather the data aggregation and blend together the county data bases from the data remediation project. Secondly, the conflation side is the business information and data that KDOT tracks, and conflate it to the new local road data that is being developed through NG 911. That RFP will close at the end of March.

Walt Way returned to the issue of pursuing an increase in the 911 fee to \$.60. He asked if the consensus of the Council was to support that increase. Kathy Fairchild moved and Michele Abbott seconded the motion to direct the NG911 Administrator to begin working on an administrative regulation to increase the \$.53 fee to \$.60. The motion passed.

Moving onto new business, Kim Pennington discussed the date and time for the state training standards at the Spring APCO conference is April 29 at 15:00 in the state room.

Michele Abbott said she would send a schedule and a map for the APCO Conference. Walt Way also asked for a map to Crisis Center; Scott Ekberg said he would send out a map and security procedures.

Walt Way noted that the next meeting was April 29, during the APCO Conference, and the meeting in May will be moved back to most likely in June.

With no other business, the meeting was adjourned at 12:39 p.m.