

911 Coordinating Council  
Minutes  
October 12, 2015

Council Members in Attendance: Michele Abbott, Robert Boyd, Robert Cooper, Jay Coverdale, Keith Faddis, Frank Denning, Kathryn Fairchild, John Fox, Rusty Griffin, Coleen Jennison, Mike Leiker, Sen. Marci Francisco, Bob McLemore, Joshua Michaelis, David Miller, Ken Nelson, Chairman Dick Heitschmidt, Vicki Simpson, Harry Smith, Colonel Chris Stratmann, and Ellen Wernicke.

Council Members Absent: Rep. Kyle Hoffman, Kerry McCue, Jimmy Todd and Annie Kuether.

Also in attendance were Jason Conn, Scott Ekberg, Brenda Flanagan, Bruce Hardesty, Elora Forshee, Sherry Massey, Phill Ryan, Becky Stewart, Melissa Wangemann and Randall White.

Chairman Dick Heitschmidt called the meeting to order at 10:04 a.m. Chairman Heitschmidt called for introductions from the Council. He asked members to take time to review the minutes, and Kathy Fairchild moved acceptance of the August 14<sup>th</sup> minutes, and Bob McLemore seconded the motion. The motion passed. Chairman Heitschmidt moved to review of the September 10<sup>th</sup> minutes, and he read the minutes out loud. Colonel Stratmann moved to delete the parenthetical statement about the tally of nonmembers voting and approve the minutes with the edit. Lance Royer seconded the motion. The motion passed and the minutes were accepted with the edit.

Brenda Flanagan with the CPA firm of Summer, Spencer reviewed the 2014 audit of the 911 funds. She explained the standards for the audit, identifying any areas of risk. The financial statements are prepared on cash-basis, she explained, meaning that the accounts are reviewed based on cash coming in and going out. She said the financial statements were accurate in accordance with general accounting principles. Financial statements for 2014 reflect over \$20m to the fund with over \$1m of that from prepaid phones. 911 fund receipts were just over \$19m, which were confirmed with telecommunication providers, a method that uses third-party confirmation of receipt of the money. Nine confirmations were returned showing no variances. Additional research was done on the 12 telecommunication providers that did not respond to confirm payment. The financial statement shows \$18m going out to the PSAPs. All PSAPs returned their confirmation without any exceptions. The audit firm confirmed the bank balances and the pledged amounts with the federal reserve. There were some adjustments made to the reports to ensure they were recorded on the cash basis system. She referenced the management letter that showed an internal deficiency in the payment process. The deficiency was the lowest on the scale of deficiencies. She noted the duplicate payments made in the fall of 2014 by KAC and noted that management caught the problem. She said she understood that KAC has adjusted the payment process to prevent a reoccurrence of the problem. Michele Abbott asked for a copy of the management letter, and Melissa Wangemann

said she would send the information. Michele Abbott moved acceptance of the audit report and Senator Marci Francisco seconded the motion. The motion passed.

Melissa Wangemann provided the LCPA Report. She reviewed the spreadsheet of PSAP payments through August. She noted the difference between primary payments, back payments and minimum payments. The total distribution year-to-date is \$11,625,418.

Melissa Wangemann reviewed the administrative regulation that increases the fee from \$.53 to \$.60. The fee went into effect October 2, 2015 with the first money and data comes in under the new formula on October 15. She reported that Kansas Department of Revenue will advertise the new fee for prepaid phones on its website, and she understands that the page on the website is accessed by providers when they pay their taxes, so she hopes that the website advertisement is enough for the prepaid phones. She noted that KAC sent notice to landline, VOIP, and wireless phone providers via email notices.

There was no Administration Committee report.

Michele Abbott provided the Operations Committee Report. She reviewed the annual PSAP expenditure reports and said 100% of the PSAPs filed their report, with 92 of the questionable expenditures that were ultimately deemed valid, or \$426,000 of expenditures. Thirty PSAPs remain with questions that have not been answered. The LCPA will send demand letters to the PSAPs that have not responded to the questionable expenditures in hopes of closing out these reports. Michele Abbott noted that DASC would be developing a portal website as a reporting tool.

Ellen Wernicke gave an update from the Training Committee, noting they are discussing the training certification tool. Kathy Fairchild gave an update on the Public Safety Dispatch Inclusion Center Work Group. She said the work group sent out a survey to the PSAPs and Scott Ekberg would tally the results.

Jay Coverdale provided the Technical Committee Report. He said the committee is transitioning from an RFP selection committee to a technical oversight committee for the projects. He reviewed the status chart on projects. He first reviewed the Technical Support project, contracted out to Mission Critical Partners. He said the infrastructure project is turning into a deployment program, which is running late but staying on budget. He said four sites are set for deployment in October. Jay Coverdale reviewed the Program Management contract with Randall White. Jay Coverdale discussed the DASC Support contract and its work on data maintenance and remediation, and noted the time put into special information. He also reviewed the implementation project with Phill Ryan. Phill Ryan is assisting Scott Ekberg with implementation and technical fixes. Jay Coverdale discussed the last three bullets related to orthoimagery. He discussed additional documents that the Technical Committee has produced, which will be distributed to the Council members for discussion at the next meeting. The Security Subcommittee has created a final security policy focused entirely on the provider and

gives a technical solution. The three policies will be provided to the Council and discussed at the next meeting.

Ken Nelson gave the GIS Subcommittee Report. He reviewed the data remediation map, which reflects that the project is about 80% complete. Orthoimagery will be recaptured in a small portion of the state, region 6, which is the southeast area of the state. They have shipped out the orthoimagery in several file formats. The imagery seems to be working well for the recipients. Every PSAP has access to the statewide file of imagery. He discussed the spatial interface work group that is looking at the next 12-18 months of spatial interface, noting they are early in the process. Ken Nelson also discussed the data aggregation project, where all the data from the remediation project will be used by the Kansas Department of Transportation for a statewide program. Jay Coverdale asked the data gap remediation and analysis, and how to interpret the map. Ken Nelson said the map reflects that the gap analysis is completed and waiting on remediation.

Scott Ekberg gave the NG911 Administrator's Report. He gave a report on the hosted NG911 system implementation. He said there are four PSAPs working on the statewide system, and each implementation has gone well. The first transition was in Reno County, and the very first test was an actual 911 call that had come in. The initial view was 31 sites would be up and running for 2015. They are probably at half that number of PSAPs for 2015. One delay in implementation has been getting the data centers up and running. The second problem that delayed implementation was installing circuits. A notable delay is the holidays in November and December. Lane and Rawlins County were transferred over to the network last week. Some PSAPs are using a call handling platform that is no longer supported, which creates risks for those PSAPs. Sheridan County and Lane County are having issues with their outdated 911 systems. The hope was to install all these PSAPs by the end of the year, and now it won't happen. AT&T has been asked to order the circuits so if any PSAP fails, that PSAP will move to the top of the list for the circuit. AT&T and the Council are negotiating the payment for the circuits that won't be installed for some time. Some glitches arose in Reno County. Some PSAP employees were unable to log back into system. The install team in Lane County was able to help Reno County get back on the server.

Chairman Heitschmidt called for any new business. Senator Marci Francisco noted that Melissa Wangemann sent out via email to the Council during the meeting the audit documentation that was requested during the LCPA report.

Scott Ekberg said there were several documents that need to go out to the Council for their review, and those documents would be discussed at the December meeting. Chairman Heitschmidt thanked everyone for their work, noting that Kansas is leading the way on NG 911.

The meeting was adjourned at 11:06 a.m.