



Kansas NG9-1-1

Regular Council Meeting Minutes

Kansas Statehouse, Topeka, Kansas and by phone/web-conference

Friday, December 14, 2018

Call To Order

Kansas 911 Coordinating Council was called to order at 10:02 A.M. by Chairman Dick Heitschmidt.

Roll Call

Council Members in Attendance

Voting Members: Mike Albers, Senator Rick Billinger, Sheriff Troy Briggs, Robert Cooper, Senator Marci Francisco, Chief Jerry Harrison, Representative Kyle Hoffman, Kathy Kuentler, Sherry Massey, Chief Robert McLemore, Josh Michaelis, Melanie Mills-Bergers, Ellen Wernicke, and Jonathan York.

Non-voting Members: David Cowan, Jerry Daniels, John Fox, Patrick Fucik, Ken Nelson, Sarah Spinks, Mark Tucker.

Council Members Absent

Voting Members: Representative John Alcalá, Michael Leiker, Kerry McCue.

Non-voting Members: Michele Abbott, Robert McDonald, Bill Walker (MARC).

Also in Attendance. Lori Alexander, Eileen Battles, Kathleen Becker, Scott Ekberg, Dick Heitschmidt, Phill Ryan, Gayle Schwarzrock, and Randall White.

Approval of Minutes

Chairman Heitschmidt presented the October 8, 2018, Salina, Kansas, Meeting Minutes for approval; and the November 2, 2018, web-conference meeting minutes for approval. Motion to approve the minutes made by Chief McLemore, seconded by Sherry Massey. No discussion. Motion carried. [Meeting minutes are posted on *911 Coordinating Council* website and *Kansas Public Square* website]

LCPA Report

Kathleen Becker presented to the Council financial reports for September and October 2018. Everything good and on track compared with last year this time. Operating Expense 1.7% well within statute 2.5% cap.

Chairman's Report

Council Membership.

Chairman Heitschmidt mentioned that the Governor's Office has appointed Chief Jerry Harrison from Independence, Kansas to fill the Kansas Association of Chiefs of Police (KACP) representative vacancy. Adam Geffert left MARC; replaced by George (Bill) Walker, MARC appointed by governor yesterday.



Council Legal Counsel. Chairman Heitschmidt advised that on November 29, 2018, he, Scott Ekberg and Randall White met with Office of Attorney General [Cheryl Whelan] to discuss several topics.

Chief Heitschmidt clarified his statement made during Council meeting, October 8, 2018, regarding Kansas Open Meetings Act (KOMA). The letter from the OAG to Shawnee County District Attorney has, in fact, not yet been sent. The letter self-reports an error he [Chair] made going into an executive session, October 2017. Attorney has had discussions with the District Attorney but has not yet sent the letter self-reporting the error. No further discussion.

Changes wanted by Riley County in the MOA are based on misunderstanding. Their changes are intended more for standard language in agreements with a private vendor, but not with a government entity [911 Council]. Cheryl is confident that once the Riley County attorney and she discuss the topics, the issues will be resolved. No future discussion.

Policy and procedure for 911 Expenditures, including recommendations by Ed Klumpp. The expenditure policy language is in the propose draft 911 bill. No further discussion.

Discussed a couple of Telephone Service Providers (TSPs) not reporting their data properly. The cost to recover insignificant amount of revenue, about \$10/month to the Council, not worth the cost of using our legal counsel. Will investigate more cost-effective ways of recovering the shortfall. No further discussion.

Cheryl reminded us of the 911 Act provision, paragraph 12-5364(d):

*Upon the advice and consent of the legislative coordinating council, the 911 coordinating council shall select the local collection point administrator, pursuant to K.S.A. 2012 Supp. 12-5367, and amendments thereto, to collect 911 fees and to distribute such fees to PSAPs and to distribute 911 state grant fund moneys as directed by the council. The council shall adopt rules and regulations for the terms of the contract with the LCPA. All contract terms and conditions shall satisfy all contract requirements as established by the secretary of administration. The council may, pursuant to rules and regulations, increase the duration of the contract with the LCPA to a maximum of three years. The council shall determine the compensation of the LCPA who, after January 1, 2012, shall provide the council with any staffing necessary in carrying out the business of the council or effectuating the provisions of this act. Prior to January 1, 2012, the department of administration **shall provide the council with any staffing necessary in carrying out the business of the council or effectuating the provisions of this act.** The moneys used to reimburse these expenses shall be paid from the 911 state grant fund, pursuant to subsection (i).*

Therefore, we have started discussion with our LCPA Non-profit Solutions Inc. (NSI) to place our two staff people [Scott Ekberg and Lori Alexander] under the LCPA as directed by the statute. Kathy Becker has prepared and sent to the Department of Administration (DoA) Procurement the NSI proposal for [administratively housing] our staff including any associated costs that will become an extension to the existing LCPA contract. The proposal is currently under review by the DoA procurement and, we believe, will be have something from them soon. No further discussion.



The Council received KOMA training back in August 2018. Cheryl and Scott are investigating the proper way of handling Kansas Open Records Act (KORA) requests, and format of KORA requests so that NSI understands the proper way of following up on KORA requests. No further discussion.

Administrator's Report

Proposed Draft Bill for 2019 Legislative Session. Scott Ekberg advised that we have collected and incorporated all comments from all stakeholders. Sent to Senator "Rob" Olson copy of the proposed draft, December 5, 2018, but since have learned that Senator Olson will not chair the Utilities Committee this session. Senator Ty Masterson will chair the Utilities Committee this session. Scott sent draft bill to Sen. Masterson requesting a meeting to discuss our draft bill. Scott is checking on the House side for Committee appointments. Want to introduce bill in both sides of the legislature and work simultaneously during session. Scott corrected a few typos in draft bill. Senator Francisco will engage Revisor of Statutes to review and correct draft bill. The draft bill fee increase is for \$1.03 per month (\$.80 to PSAP, \$.23 for Deployment and Sustainment) in order to pay for upcoming i3 components. The Legislative Post Audit (LPA) report recommends fee increase to \$1.05 to be more in alignment with other states.

LPA Audit. Scott reviewed LPA report findings from LPA briefing, December 13, 2018. Report is extremely complimentary of accomplishments of Kansas 911 Council. There are several recommendations in the report that we will review, assess and address, as appropriate. For example, the Report recommends a fee increase to \$1.05 (\$.83 to PSAP, \$.22 for Deployment and Sustainment). Investment bond accounts are the same for both funds. [A copy of the report was furnished including our written response to the Audit.]

Work Plan for 2019. Scott Ekberg mentioned that draft Work Plan furnished at last Council meeting. Motion to approve the Work Plan for 2019 made by Sherry Massey, seconded by Representative Kyle Hoffman. No discussion. Motion carried.

Budget for 2019. Scott Ekberg explained proposed Budget for 2019. Well within 2.5% cap. Working up final line items; bottom line is correct and has not changed since the previously-submitted draft Budget. Training Committee is reviewing the upcoming contract with FirstNet Learning for return on investment of Knowledge Center training platform. Senator Francisco motioned to adopt Budget for 2019 stand approved as of December 28, 2018, if we have not received objections by December 21, 2018 from more than 10% of voting Council members. Discussion followed that if necessary, will hold special web-conference of Council to address any concerns. Seconded by Sherry Massey. Motion carried.

Strategic Plan for 2019-2021. Scott Ekberg explained that draft Strategic Plan authored by Randall White will be acted on during the January 2019 Council meeting.

Legislative Report for 2018. Scott Ekberg explained that the Legislative Report will be updated with year-end financials in January 2019, and LPA Report. Council will act on Legislative Report during January 2019 Council meeting. Copies of the approved Legislative Report will be sent to both previous and new chairs.



System Statistics. Scott Ekberg shared the 911 call statics for November 2018. There was discussion about Non-Service Initialized (NSI) calls. We may want to consider educating the public about old phones and NSI calls.

NG911 Functionality Update. Scott Ekberg explained that our current mapping product, VESTA Locate, on hosted solution was manufacturer-discontinued earlier this year by Motorola. Evaluating alternative solution for replacement mapping platform: Motorola VESTA Map Local and RapidDeploy. ESTA Map Local is solely a mapping solution. RapidDeploy furnishes mapping and much more such as location data; a step in the NG911 direction.

Procurement Status. Scott Ekberg explained that DoA Procurement is working on awarding contracts for our Implementation Technical Support Specialist (ITSS) and Program Management (PM). The contract extension for our LCPA (NSI) contract is on hold while DoA reviews the NSI proposal to “house” our 911 Administrator and 911 Liaison staff people. We hope to hear from DoA next week on all three contracts.

Operations Committee Report

Josh Michaelis shared that he and Michele Abbott are collaborating on transition to Josh as chair of Operations Committee.

PSAP Admin Day. Lori Alexander briefed how effective administrative Training Day was. Already started planning for next Admin Day perhaps October 2019. Our “lunch-and-learn” web conferences also providing effective communication with PSAPs.

Joint APCO conference. Josh Michaelis is hopeful that APCO receptive to joint spring and fall APCO participation (in addition to one Admin Day). Great relationship with Kansas APCO.

NG911 State Assessment. Josh Michaelis shared that there is no movement from the federal side.

Expenditure Report and Review. Josh Michaelis reviewed 31 unallowable expenditures as determined by the Operations Committee. Looking for direction from Council.

CAD and CAD licensing. Integrated software packages for licenses that are either directly attributed to 911 calls (primary job function), and licenses that are not directly attributed to 911 calls (for people who primary job is not 911 dispatch). Need visibility / breakdown into exactly what is included in invoice and what items are allowable. LPA Report recommends that we collect all invoices of integration software purchase – not just random. Josh moved that expenditure for CAD licenses be limited to individuals whose primary job function is as public safety telecommunicator. Seconded by Ellen Wernicke. No discussion. Motion carried. Note: waiting on OAG opinion on Expenditure Policy. Until then, will proceed as discussed.

Enterpol KLER licenses law enforcement records management system (RMS) and jail management systems (JMS), Summit Court, Firehouse. Request for PO Box. Request for temporary equipment storage such as furniture during remodeling. Motion to disallow expenditures not directly attributed to 911 dispatchers. Sherry Massey moved to disallow. Seconded by Kathy Kuenstler. Motion carried.



Interface Gateway \$500.00 allowable. Senator Francisco moved to allow this type of cost and let legislature address this issue during draft bill process. Seconded by Sherry Massey. Motion carried.

Training Subcommittee Report

Ellen Wernicke shared that additional groups will be included in the Training Subcommittee to work toward recommending a product during 1Q2019. Also, Training Committee is reviewing the upcoming contract with FirstNet Learning for return on investment of Knowledge Center training platform and plans to make a recommendation to the Council by 1Q2019.

Liaison Report

Lori Alexander shared about the success of Admin Day and videos on various important topics are posted on the Council website. Plan to have lunch-and-learn once a month. December 27 plan to address RapidLite. Scott shared that currently, Verizon locks phone into voice-only mode; but we are requesting Verizon to disable this lock-out mode.

Text-to-911 Subcommittee Report

Josh Michaelis shared that his subcommittee is looking for success stories to share. Real-time Texting (RTT) is on the horizon on or about 2Q2019. RRT appears character-by-character in text bubble.

GIS Committee Report

Ken Nelson shared that GIS data maintenance is going very well. He also shared that orthoimagery QA is 98% complete.

Eileen Battles shared that over 162,000 tiles needed QA check; huge effort by 61 volunteers from 38 different organizations. Only a few areas need QA thanks to large volunteer effort and tight coordination by Kristen in DASC office. About 1,400 potential issues submitted to provider SURDEX for resolution. She also shared that the buy-up has a lot of interest by eight (8) agencies.

Ken Nelson recapped the ongoing trade study to find the right replacement for VESTA Locate which is manufacturer-discontinued. Currently investigating VESTA Locate and RapidDeploy product.

Eileen Battles reviewed the latest innovations in our Program Portal. Several new tools have been added to the Portal that directly contribute to program process efficiency while enhancing communication on stakeholders. She also explained the latest NG911 GIS Toolbox release. Also, covered GIS User Groups quarterly web conferences, as well as GIS training schedule.

Geospatial Call Routing Report

Sherry Massey shared that 60 PSAPs are now operating off geoMSAG (GIS) data in the phone system rather than legacy tabular data. About 26 remaining PSAPs should complete by the end of February 2019. Call routing data is submitted to West Corp.

Federal Grant Report

Sherry Massey shared that there is no movement by the federal 911 Grant. The requirements for the Grant is probably due to determine which actually qualify for the grant.



Dick Heitschmidt quoted from LPA Report and congratulated the work of the GIS Committee:

The strategic partnership created between the Coordinating Council and the State of Kansas GIS Data Access & Support Center (DASC) has been instrumental in the success of the Kansas NG911 GIS Initiative. Although not directly credited in Figure 319 DASC has played a key role from project inception through the ongoing implementation, maintenance and transition effort that is ongoing today. It is essential that the Council maintain this partnership and grow this partnership as Kansas continues to lead the way nationally in NG911 and State GIS integration.

Broadband Interoperability Report

Scott Ekberg shared on behalf of Michele Abbott that the charter of the Committee has been drafted, and that Michele is looking for volunteers to staff the committee. Josh moved to accept the Broadband Committee charter. Chief McLemore seconded. No discussion. Motion carried.

Technical Committee Report

Phill Ryan shared on behalf of the committee chair Mike Leiker, that 911 systems are now hosted on the 911 platform; some are PSAP centers, some are backup centers, and then we have the Yoder Test and Evaluation Center. Some migrations have been very complex and yet, our provider AT&T excelled. Phill explained new capabilities such as geospatial routing capability and PSAP-to-PSAP chat with the advent of Motorola Release R7.2 and R7.3 next year. He also explained the strong benefits of our being on the nationwide AT&T ESInet, especially during overflow and surge situations in the PSAPs. Phill reviewed RapidDeploy's revolutionary NG911 product that is currently under evaluation in its technical trade study. Call location accuracy is continually under review.

Program Management Report

Randall White mentioned that the LPA Audit states that Kansas is a national leader in NG911 thanks to the leadership of this Council. He explained that all program components are tracking on properly for schedule, cost, resources and performance. Nevertheless, there is a program "jeopardy" relating to funding crisis beyond year 2020 without passing the recommended fee increase to \$1.03 per month. It is imperative for our draft bill passed this session. Also, until the contracts for the ITSS, PM and NSI are awarded, program staffing remains a program "escalation." He mentioned that other states are reaching out to us for counsel and advice – a tribute to Kansas leadership in 9-1-1. The Infrastructure component is now "green" because we have re-baselined the project since we have morphed from implementation to operational mode. Randall mentioned that we recently learned that Gary West, project manager for the AT&T Hosted Solution, is leaving the project as of December 31, 2018, according to contract. Gary has been a pillar to our success, and we wish him well. A solid transition plan is in place to seamlessly continue migrations after Gary leaves.

New Business

Ken Nelson mentioned that the GIS success has had as much impact on the state of Kansas as it has on our 911 program.

Chairman Heitschmidt requested that Senator Marci Francisco ask the Revisor of Statutes to review our draft senate bill.



Chairman Heitschmidt mentioned that our next Council meeting is scheduled for Friday, January 25, 2019 by web-conference from 9:00 a.m. to 12:00 p.m.

Motion to adjourn the meeting made by Josh Michaelis, seconded by Sherry Massey. No further discussion. All in favor. Motion carried.

The meeting adjourned at approximately 1:09 p.m.

Submitted by:

Scott Ekberg
NG911 Administrator