



Kansas 9-1-1 Coordinating Council

Meeting Agenda, Monday, Oct 7, 2019, Mayetta

Voting Members (17)	Non-Voting Members (11)	Others
Mike Albers, Govt IT	Chief Terry Clark, Tribal Nations	Michele Abbott, Broadband
Melanie Bergers, PSAP over 75k	David Cowan, LKM	Lori Alexander, Liaison
Senator Rick Billinger	Jerry Daniels, KAC	Eileen Battles, GIS
Troy Briggs, Kansas Sheriff Associat'	John Fox, LEC over 50k lines	Kathy Becker, LCPA
Representative John Carmichael	Patrick Fucik, Large Wireless Prov'	Scott Ekberg, Administrator
Robert Cooper, Deaf Hard Hearing	Rob McDonald, Rural Indep Telcos	Dick Heitschmidt, Chair
Senator Marci Francisco	Ken Nelson, GIO	Phill Ryan, ITSS
Chief Jerry Harrison, KACP	Elizabeth Phillips, KU	Gayle Schwarzrock, LCPA
Representative Kyle Hoffman	Sara Spinks, OITS	Randall White, PM
Kathy Kuenstler, Kansas APCO	Mark Tucker, VoIP Provider	
<i>Govt IT (vacant)</i>	Bill Walker, MARC	
Sherry Massey, PSAPs less 75k		
Kerry McCue, Kansas EMS Board		
Robert McLemore, Fire Chief		
Josh Michaelis, PSAPs less 75k		
Ellen Wernicke, PSAPs over 75k		
Jonathan York, TAG		

Roster effective July 1, 2019, based on HB2084 changes to 911 Act.

Quorum for holding a meeting = 15; Quorum for acting = 9

- Call to Order (0800)
- Roll Call
- Meeting Minutes
- LCPA Financial Report
- Executive Committee Report
- Administrator Report
- Liaison Report
- Operations Committee Report
- Training Subcommittee Report
- Text-to-911 Subcommittee Report
- GIS Committee Report
- GIS User Group and Project Portal Report
- Geospatial Call Routing Report
- Federal Grant for 911 Report
- Council consider Chanute PD grant request
- Broadband Interoperability Committee
- Technical Committee Report
- Program Management Report
- New Business
- Next Meeting Agenda, **Friday, December 13, 2019, web conference.**
- Adjourn



Kansas 9-1-1 Coordinating Council

Meeting Minutes, Friday, Aug 23, 2019, Topeka

Note: This Council meeting was originally scheduled for August 16, 2019. Because not all Council members (new and up for renewal) had been appointed or reappointed by the Governor as required by statute, the Council meeting was rescheduled for August 23, 2019. The rescheduled meeting was changed on Kansas Public Square and the council website in accordance with KOMA requirements.

1 Annual Council Orientation and Training

9:00 AM Scott Ekberg, NG911 Administrator, and Josh Michaelis, Operations Committee Chair, briefed the Council on Kansas 911:

- Historical timeline from 2011-2019 present
- Statutory Responsibilities
- Council Membership and Responsibilities
- Council Staff and Contractors
- 911 Funds and Program Business Case
- Legislative Changes
- Program Audits
- Council Committees and Subcommittees
- Expenditure Reporting
- Our Statewide Hosted Call Handling System including comparison with standalone system
- ESInet (Emergency Services Internet Protocol Network) Migration
- NG911: Current and Future Projects

ACTION Scott to request change to Portal Legislative Pay Module: Legislator per diem rate from \$144/day to \$149/day. [Action item completed and closed, August 23, 2019.]

2 Call to Order

11:00 AM On behalf of Chief Heitschmidt, Council Chair, Scott Ekberg called the Council meeting to order.

3 Roll Call

Scott Ekberg asked Gayle Schwarzrock, Project Assistant, MNS, to take roll.

Council Members in Attendance:

Voting Members (12): Mike Albers, Melanie Bergers, Senator Rick Billinger, Sheriff Troy Briggs (arrived after roll call), Representative John Carmichael, Robert Cooper, Senator Marci Francisco, Chief Jerry Harrison, Representative Kyle Hoffman, Kathy Kuentler, Sherry Massey, Josh Michaelis, Ellen Wernicke.

Non-voting Members (6): Terry Clark, David Cowan, John Fox, Ken Nelson, Sarah Spinks, Bill Walker.



Council Members Absent:

Voting Members (4): Sheriff Troy Briggs (arrived after roll call), Kerry McCue, Chief Robert McLemore, Jonathan York.

Non-voting Members (5): Jerry Daniels, Patrick Fucik, Robert McDonald, Elizabeth Phillips, Mark Tucker.

Also, in Attendance:

Michele Abbott, Lori Alexander, Kathleen Becker, Arthur Chaykin, Scott Ekberg, Braden Perry, Phill Ryan, Gayle Schwarzrock, Randall White.

There is a quorum present for holding a meeting. There is a quorum present for taking action.

Voting Members (17)	Non-Voting Members (11)	Others
Mike Albers, Govt IT	Chief Terry Clark, Tribal Nations	Michele Abbott, Broadband (E)
Melanie Bergers, PSAP over 75k	David Cowan, LKM	Lori Alexander, Liaison
Senator Rick Billinger	Jerry Daniels, KAC	Eileen Battles, GIS
Troy Briggs, Kansas Sheriff Associat'	John Fox, LEC over 50k lines	Kathy Becker, LCPA
Representative John Carmichael	Patrick Fucik, Large Wireless Prov'	Scott Ekberg, Administrator
Robert Cooper, Deaf Hard Hearing	Rob McDonald, Rural Indep Telcos	Dick Heitschmidt, Chair
Senator Marci Francisco	Ken Nelson, GIO	Phill Ryan, ITSS
Chief Jerry Harrison, KACP	Elizabeth Phillips, KU	Gayle Schwarzrock, LCPA
Representative Kyle Hoffman	Sara Spinks, OITS	Randall White, PM
Kathy Kuenstler, Kansas APCO	Mark Tucker, VoIP Provider	
<i>Govt IT (vacant)</i>	Bill Walker, MARC	Braden Perry, attorney
Sherry Massey, PSAPs less 75k		Arthur Chaykin, attorney
Kerry McCue, Kansas EMS Board		
Robert McLemore, Fire Chief		
Josh Michaelis, PSAPs less 75k		
Ellen Wernicke, PSAPs over 75k		
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Mike Leiker, representing Government IT, has termed out serving on the Council. Scott Ekberg thanked Mike for his long service and dedication to the Council. He also thanked the Tribal Nations for nominating Chief Terry Clark as their representative on the Council. Scott thanked the University of Kansas for nominating Elizabeth Phillips to represent non-traditional PSAPs on the Council. He also thanked Scott Allegrucci, Director of Appointments, and his staff, Governor's Office, for expediting Council appointments.

4 Council Meeting Minutes

Motion by Robert Cooper to approve Council Meeting Minutes, June 21, 2019. Motion seconded by Rep. Kyle Hoffman. Motion carried unanimously.

5 Executive Committee Report

Legal Services. Scott Ekberg reviewed Request For Proposal (RFP) EVT6565 for Council Legal Services and award of Contract 46637 to Kennyhertz Perry, LLC, Mission Woods, Kansas. Scott explained how work packages are used to assign work to Kennyhertz Perry and control legal budget. Scott introduced Braden Perry and Arthur Chaykin, attorneys at law, Kennyhertz Perry.

Braden Perry, Partner, shared additional background on Kennyhertz Perry, LLC.

Council Staffing. Arthur Chaykin, lead attorney, stated his legal opinion on Council staffing options based on statutory requirements. It is appropriate and necessary for the LPCA to furnish staff. The most reasonable approach for furnishing such staff is as independent contractors. The independent contractor agreements need not go through public bidding since the LPCA is not a state agency. In addition, there are no conflict of interest issues. Kathy Becker stated that Mainstream Nonprofit Solutions (MNS), our LPCA, is ready to issue Request for Proposals (RFPs) for Council support staff positions of NG911 Administrator and Liaison, upon authorization by the Council. Rep. Kyle Hoffman asked how moving Scott Ekberg and Lori Alexander from a state agency to the LPCA would affect their Kansas Public Employees Retirement System (KPERS) benefit plans. Rep. John Carmichael asked Kathy for clarification that the RFP would be awarded based on best value rather than lowest price. Kathy answered in the affirmative. Rep. Carmichael asked to see the legal opinion of the Office of Attorney General (OAG) regarding "possible conflict of interest". [ACTION Scott to furnish legal opinion of OAG to Rep. Carmichael; action completed and closed, Aug 24, 2019.] Regarding these contracted positions, Rep. Carmichael emphasized the importance of (a) not introducing a conflict of interest in the future when the LPCA contract is rebid, and (b) that all LPCA independent contractors be transferred to the replacing LPCA. Attorney Chaykin mentioned that the positions are statutorily assigned to the Council as staff, not as employees of the LPCA. Rep. Hoffman reminded the Council that the intent of the statute has always been that the LPCA furnish staff positions as independent contractors. He shared that early on, Scott Ekberg and Lori Alexander were assigned to the Kansas Adjutant General's Department (TAG) as an efficient and convenient method for staffing the Council although there is no Memorandum of Agreement (MOA) between the Council and TAG. Sen. Marci Francisco voiced her concerns about asking a state agency such as TAG to oversee employees that they do not manage. **Motion** by Josh Michaelis that MNS create and issue RFP for Council positions for Administrator and Liaison. Motion seconded by Rep. Kyle Hoffman. After lengthy discussion including statements from Scott and Lori, Sen. Francisco suggested that the motion be amended to include review of the RFPs by the Council to ensure that the proposed contracted positions include provision of benefits. **Motion modified** that MNS draft but not issue RFPs for Council review at the next Council meeting, October 7, 2019. Motion carried unanimously.

Council Chair. Arthur Chaykin stated his legal opinion regarding the Council Chair position. According to the 911 statute, the Council Chair is appointed by the Governor, serves at the pleasure of the Governor, there is no term expiration of the Chair and the Chair does not need to be a member of the Council. The new Governor does not need to take any action, if she is content with Chief Heitschmidt remaining as Council Chair. There is not a multiplicity of viable,



knowledgeable 9-1-1 candidates, as mandated by statute. Therefore, it is prudent that Chief Heitschmidt remain Chair. Rep. Hoffman stated that no action is required by the Council.

Expenditure Reporting. Arthur Chaykin stated his legal opinion that according to statute, if a PSAP fails to file and finalize any and all annual report(s) within 60 days of notice, then the LCPA must withhold 10% of each subsequent distribution of 911 fees to that delinquent PSAP. Once the PSAP files and finalizes their report, the funds withheld will be released to the PSAP by the LCPA. In addition, as part of the reporting process, the Council has the prerogative under statute to ask PSAPs for any and all information that is necessary for the Council to carry out its responsibilities. That is, the Council is not limited to requesting just information pertinent to the expenditure of 9-1-1 funds. **Motion** by Kathy Kuenstler that Council follow statute giving written notice to PSAP to comply with statute to submit and finalize their report within 60 days, otherwise within the next 30 days, the LCPA will withhold 10% of their 911 funds until their report is submitted and finalized. Motion seconded by Sherry Massey. Motion carried.

6 Operations Committee Report

Special Hearing, Kansas City, Kansas Police Department (KCKPD) requesting Expenditure Preapproval.

Kent Anderson, Deputy Chief Police, KCKPD, explained that their PSAP was displaced due to MARC-mandated equipment upgrade. Their union personnel had to be temporarily relocated to Johnson County for about a month and a half. The displacement was not due to facility capital improvement. Their backup center was moved in 2017 to Johnson County. Because the personnel are union represented, their mileage reimbursement from the dispatch center to the Johnson County facility was a negotiated settlement. Josh Michaelis, Operations Committee Chair, mentioned that their expenditure request was originally denied since it did not satisfy any of the eight allowable uses as stipulated in statute. The KCKPD is appealing to the Council to allow this mileage compensation to be considered an allowable 911 expense. Sherry Massey mentioned that the Council must be careful not to set precedence for expenses that may outside statute. The approximate cost is \$19,000.00 plus \$4,500.00.

ACTION It was stressed that the Council must develop, in writing, guidelines for allowable expenses that clarify statute. Scott mentioned that KCKPD receives \$842,447.50 in 911 funds; so, they overall 911 budget is significantly more. Josh cautioned the Council to consider carefully whether an expense is allowable based on approval criteria or based on economic need. **Motion** by Chief Jerry Harrison to allow the KCKPD expenditure. Motion seconded by Robert Cooper. Motion was amended to note for the benefit of the Council and the Operations Committee that the KCKPD was forced to take this action due to extenuating circumstances and not personal choice. Roll call vote. Ayes: Billinger, Cooper, Francisco, Harrison, Michaelis. Nays: Albers, Carmichael, Hoffman, Kuenstler, Massey, Wernicke. Motion failed to pass.

Expenditure Reporting Status. Josh Michaelis called on Lori Alexander, NG911 Liaison. Lori shared that she will follow the legal direction given earlier in the meeting. Lori tracks four categories: "Not Submitted, Submitted, Needs Follow-up, Closed". Expenditure Overview 2018:

- Expenditure Total \$20,296,990.24
- Invoices Requested \$3,529,829.41
- Follow-up \$2,192,446.58
- Unallowable \$53,463.64

Scott Ekberg proposed process/procedure for Expenditure Report delinquency:

1. LCPA to send the 60-day notice by email to the five (5) people identified: Expenditure Reporter, Director of PSAP, Department Head, Governing Body, Treasurer.
2. If they do not comply within the 60-day period, LCPA to send certified letter to governing body advising them that they will begin withholding funds from next distribution period.

Motion by Josh Michaelis so moved on behalf of the Operations Committee. Seconded by Kathy Kuenstler. Motion carried unanimously. [*Note: this action applies to the process and procedure for implementing the motion passed in Section 5 of these minutes.*]

7 LCPA Financial Report

Kathy Becker, Project Director, MNS our LCPA, followed up on Rep. John Carmichael's inquiry about the financial security of Council account funds. Funds in excess of Federal Deposit Insurance Corporation (FDIC) are secured by pledged securities owned by the bank to a Joint Custody Account set up at the Federal Reserve Bank of Boston. Action Item completed and closed.

- Balance Sheet Total Liabilities and Equity \$15,823,034.65
- Income Statement through May 2019
- Operating Expense 1.46% against 2.4% ceiling [*before HB2084 change*].

8 Administrator Report

Scott Ekberg, NG911 Administrator, shared salient aspects of a survey report conducted by West Corporation relative to 9-1-1 awareness. The results are important because they directly influence the strategic development of Kansas NG911:

- 92% of Americans would use a cell phone to contact 9-1-1 from their home.
- 64% of Americans are not aware that calling 9-1-1 from a cell phone makes locating difficult.
- 93% of Americans want PSAPs to be able to receive and respond to Text Messages. However, SMS texting was never designed to be a reliable form of communication. Therefore, our moving forward with Real-Time Texting (RTT) is critical since it is intended to be a reliable means of communication. Until then, using voice is preferred; texting is secondary.
- 96% of Americans believe that texting photos/videos of crimes in progress may help victims.
- 94% of Americans believe that texting photos/videos of accidents in progress may help victims.
- 86% of Americans support Congress funding 9-1-1 infrastructure to send images, video or text.
- 84% of Americans are concerned about identifying a 9-1-1 callers' exact location.

Call Statistics. Scott shared the monthly statistics for our 97 PSAPs. For example, 80-83% of our 9-1-1 calls are from wireless devices. This points to the need for being able to locate the wireless device much better than we are able today.

RapidDeploy status. The RapidDeploy project is underway. First go-live with PSAP planned for November 2019; finish all PSAPs by late 1Q20.



9 Liaison Report

Lori Alexander, NG911 Liaison, keeps our Council website updated with latest NG911 information.

Admin Day. Lori is arranging our annual Administration Day for 9-1-1 PSAP Directors and Supervisors, November 13, 2019, Meridian Center, Newton, KS. Council members are encouraged to attend. The purpose of Admin Day is to brief PSAP administrators on the latest technology changes and developments. Last year, this event was very well attended and useful for NG911 advancement.

10 Training Subcommittee Report

Josh Michaelis reported on behalf of Ellen Wernicke, Training Subcommittee Chair. Josh mentioned that Ellen Wernicke and Lori Alexander are evaluating FirstNet Learning (now NEOGOV) in order to make a recommendation at the next Council meeting, October 7, 2019, of either letting the existing contract expire the end of this year 2019 or extending the contract for another year. Lori indicated that there may be a slight increase in cost for training on the proposed new platform. *[Note: NEOGOV has since waived the supplemental training cost from their proposal.]*

11 Text-to-911 Subcommittee Report

Josh Michaelis reported on behalf of Melanie Bergers, Text-to-911 Subcommittee Chair. The subcommittee is looking to revamp our Public Service Announcement (PSA) for Text-to-911 to be shared across the state and on our Council website. The subcommittee wants to partner with both the Kansas State Department of Education and the Kansas Association of School Boards for this PSA project. The offer is to hire someone to work with participating high schools in a learning environment to develop candidate Text-to-911 PSA videos. The Council will vote on the top two PSA videos. The winner would receive a \$500.00 donation to the high school's technology department. The runner-up would receive a \$250.00 donation. Lori will post information to our website to assist with video development.

12 GIS Committee Report

Data Maintenance. Ken Nelson, State GIO and GIS Committee Chair, shared that 2Q2019 GIS data maintenance submission is 100% compliant as a result of thorough training and collaboration.

Call Handling Mapping Solution. Ken, Eileen and Sherry are developing map and geocoding services that support the mapping components of Rapid Deploy Radius Plus coming in October 2019.

NG911 Program Portal. Ken mentioned that Eileen manages the development of both existing and emerging portal modules and tools for Federal Sub-grant applications, Call Location Map, Resolution Center group email capability, Expenditure controls, Telecommunications Service Providers (TSP) and many other resources.

NG911 GIS Toolbox. Ken shared that the GIS Toolbox assists local jurisdictions to test GIS data against standards before submitting their data for approval. Enhancements are being made to accommodate and support the West Enterprise Geospatial Data Management System (EGDMS).

GIS Outreach Activities. NG911 GIS User Group quarterly webinars are invaluable for assuring continuity of communication and collaboration necessary for maintaining the integrity of our GIS data. The next webinar is scheduled for September 5, 2019.



General GIS-related Activity. Ken shared that to date, 99 Network Attached Storage (NAS) devices with imagery have been fielded. With RapidDeploy, external NAS devices are not required which reduces the effort required for distributing mapping updates.

Geospatial Call Routing. Sherry Massey shared that PSAPs are on the system and now waiting for the new software. Riley County is ready. Smith County is coming in October. Everything is going well. She shared that we are not aware of any other state in the Union that has progressed as far as Kansas with their GIS data.

Orthoimagery. Ken shared that our provider SURDEX furnishes disaster response imagery as part of their contract. We have not exercised that option until the recent EF-4 tornado, May 28, 2019, Linwood, Kansas. After the event, Ken coordinated with the State Emergency Management Office and with the emergency managers in the affected area to determine a flight path for SURDEX. By Friday, SURDEX had acquired the imagery. By Monday, the imagery was available over the web to affected local governments without their having to negotiate their own agreement, and at no additional cost to the Council. Ken showed the imagery both before and after the event. The imagery significantly reduces the response time of first responders. The SURDEX imagery contract expires July 31, 2020. We will include in our replacement imagery contract the provision of capturing disaster imagery when needed. Rep. Carmichael shared that he was with Major Schimmele from TAG at the Kansas Air National Guard, 184th Intelligence Wing. They showed exactly the same disaster imagery - the very same imagery - and they didn't know anything about SURDEX. **ACTION** Rep. Carmichael asked Ken to determine what the true story is in regard to the source of the imagery.

13 Federal Grant for 911 Report

Federal 911 Grant. Sherry Massey shared that the grant award is for \$2,759,782 for two projects based on the 60/40 match: Project-1 PSAP reimbursement subgrants and Project-2 RapidDeploy Radius Plus mapping application for our hosted platform. The Grant funding ends March 31, 2022. Any dollars not spent must return to the Federal general fund. Consequently, the rules for subgrants need to be approved as soon as possible. Applications to the Council for subgrants must satisfy both the allowable requirements under Kansas law and the Federal grant. For subgrants, there is a minimum of \$6,000 for any project and no more than \$300,000. Thus, the PSAP must establish a minimum project of \$10,000 whereby the PSAP spend is \$4,000 and the remaining \$6,000 comes from the Federal grant. Setting the maximum assures that individual projects do not deplete the PSAP allocation. Setting the minimum grant application controls the amount of paperwork associated with processing the grants by the Grant Team including our LCPA. There are two alternatives for the PSAPs:

1. **Pass-through Reimbursement.** If the PSAP selects this type of award, the PSAP will pay all invoices directly to the vendors and submit the paid invoices to the Council for reimbursement. Once the 40% match is reached, the Council will submit the remaining paid invoices to the National 911 Office for reimbursement and pass the funds back to the PSAP as they are received. Non-traditional PSAPs that receive subgrants must use Pass-Through Reimbursement due to statutory limitation on spending 911 fee funds.
2. **Direct Invoice Payment.** If the PSAP selects this type of award, the PSAP will pay all invoices directly to the vendors until they have paid at least the 40% match for the project. All other invoices will be submitted to the Council for payment. The Council will pay the invoices to the vendors directly and then submit them to the National 911 Office for reimbursement. The



Council will retain the reimbursed funds. This option allows PSAPs to engage in projects that are beyond their current reserve funds. Direct Invoice Payment is available only to PSAPs that receive 911 fee fund disbursements monthly and only for projects specifically outlined in Section 3.2.4 “Eligible Costs – Pre-Approved.” All other projects and all projects from non-traditional PSAPs must use Pass-Through Reimbursement as described in Section 6.1.1.

PSAPs have only until November 2021 in order to ensure the LCPA has enough time (4 months) to process all grants – there is no extension!

In addition, the Grant stipulates that no (zero) 911 fee funds may be diverted to other state accounts. If any Grant funds are spent inappropriately, then the entire \$2.8M award is at risk. Rep. Carmichael asked for clarification that Grant money may not be used to lower or subsidize the 911 fee. Sherry confirmed. Sen. Francisco suggested edits for clarification to PSAPs regarding the two methods for disbursement. **ACTION** Sherry to make the edits to “NG911 Grants for Kansas PSAPs.” Sherry mentioned that she is working with the LCPA (Kathy Becker, MNS) to develop the Award Notice and Grant Form. By mandating that the 40% match up front and requiring paid invoices, we are protecting both the Council and the PSAP.

Motion by Sheriff Briggs moved to adopt the Subgrant Rules and Guidelines with the three amendments clarifying disbursement of funds and eligibility. Seconded by Sen. Francisco. Motion carried unanimously.

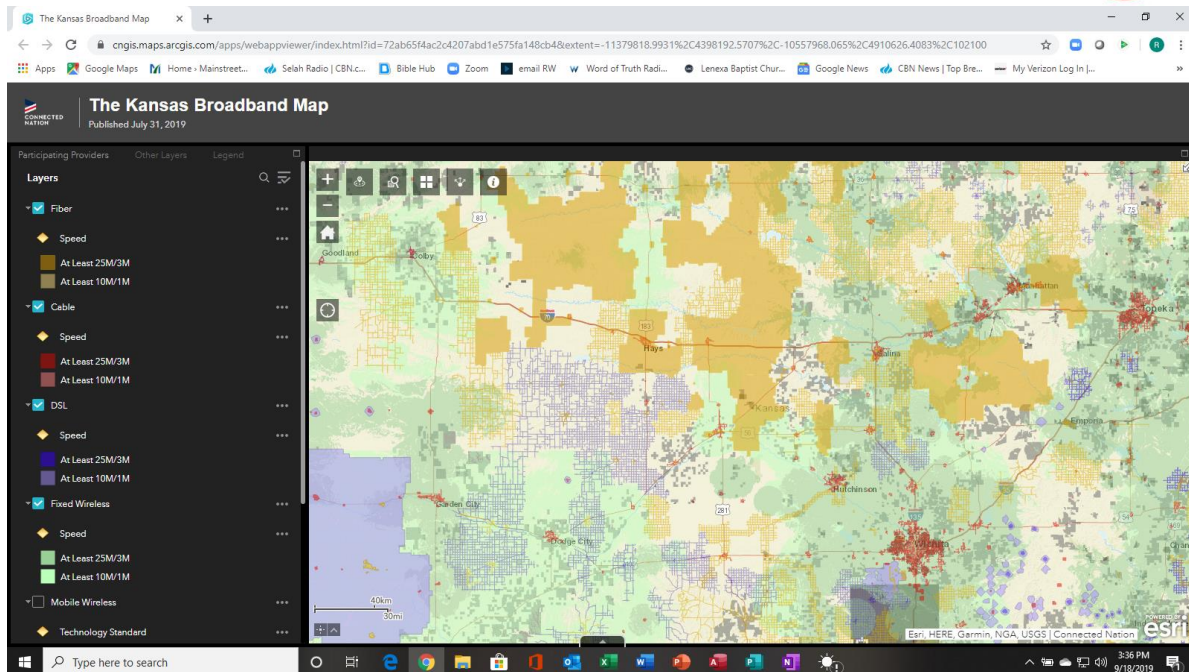
14 Broadband Interoperability Committee

Scott Ekberg shared on behalf of Michele Abbott that the “Kansas 911 Broadband Interoperability Committee Charter” was previously approved by the Council. The purpose of the joint committee with the SIAC is to identify the interfaces that will be required, primarily by FirstNet, but also other broadband networks including the associated security requirements. The proposed charter will be presented to the SIAC for their approval next Monday, August 26, 2019. **Motion** by Rep. Hoffman to approve of Broadband Interoperability Charter. Seconded by Sherry Massey. Motion carried unanimously.

Kansas NG911 moved our LTE backup circuits costing \$22.49 down to FirstNet, saving \$10.39 per circuit. Simply a billing change.

Sen. Marci Francisco addressed latest on State Broadband Task Force. Two things have happened. Connected Nation released a new Kansas broadband map July 31, 2019. Here is the direct link to the map:

<https://cngis.maps.arcgis.com/apps/webappviewer/index.html?id=72ab65f4ac2c4207abd1e575fa148cb4&extent=-11379818.9931%2C4398192.5707%2C-10557968.065%2C4910626.4083%2C102100>



There may be places people shouldn't go because there is little or no coverage. Sen. Francisco is hopeful that PSAPs will contact Sen. Francisco to identify areas with poor or no wireless coverage. Ken Nelson shared about the initial work with the Department of Commerce to establish a natural baseline using tower base modeling. There are efforts by the FCC at the national level and telecommunication companies at the local level to move beyond the block level available today to gain a more granularity. One such effort is NG911 building their address point data sets. Kansas has already accomplished that. Carriers need to answer not just, "where do you provide service to a block?", but also "what address points do you provide?" **ACTION** In response to Sen. Francisco's appeal, Scott Ekberg is going to send an email blast to PSAPs asking them about wireless coverage.

15 Technical Committee Report

Phill Ryan shared the latest technology status:

- There are 92 PSAPs running on Hosted Solution using the current Motorola VESTA 7.2 release. We will soon upgrade to release R7.2 Service Pack 2 which will have geospatial call routing capability. Although, we can route calls geospatially, the cell phone carriers must first provide the X-Y coordinates of the handset. The carriers plan to provide that data but have not provide dates. Pilot testing of R7.2 SP-2 will first be conducted in Reno and Dickson Counties in October 2019.
- ESInet is available to all sites and provides a much faster switching fabric from the handset to the dispatch center. In addition, we can transfer calls across LATA lines with ANI-ALI. [ANI (Automatic Number Identification) is the automatic display at the PSAP of the telephone number associated with the line which called 9-1-1. Each telephone number and the physical location to which it corresponds are stored in an ALI (Automatic Location Identification) database which is managed by the local exchange carrier.] For example, Jefferson County had a fiber cut and went

offline. With this unscheduled maintenance event, the ESInet automatically noticed that Jefferson County was offline and immediately transferred the call to the neighboring backup center, Jackson County. Sen. Francisco mentioned an article where Jefferson County was thanking Jackson County during an outage. Because ESInet is so much more efficient than the legacy world, Kansas is a leader in public safety.

- Smith, Riley and Potawatomi Nation are coming on ESInet hosted solution very soon.
- RapidDeploy, a business partner with AT&T, brings so many NG911 capabilities in addition to providing a replacement mapping platform. The Technical Committee has reviewed the RapidDeploy architectures for their Radius and Nimbus products.
- Currently, our NG911 Incident Management (IcM) Plan is being updated to include RapidDeploy day-2 logistic support trouble shooting procedures. We are currently working a non-critical service issue with softphones that replace the just plain telephone sets and have additional technical capability. The issue has been escalated within AT&T and Motorola for resolution. Initial investigations suggest that the issue stems from the softphones having limited memory. The softphones serve as a backup device for the PSAP. **ACTION** we will you updated on progress at our next Council meeting.
- There are number of scheduled (planned) maintenance events that are being coordinated among the providers and PSAPs by our exceptional AT&T Service Executive, Lesa Thye. These planned maintenance events are handled according to our IcM Plan. An example is updating or upgrading our network routers. Typically, the service is seamless to the PSAP.
- Whenever there is a change in our platform architecture, the Technical Committee and Security Subcommittees review the changes to gain an understanding of sensitivities and any potential vulnerability. RapidDeploy is a different architecture, and we need to consider the integration with CAD (Computer Aided Dispatch) and Call Logging platforms. Our annual security review Nov 5, 2019 [*changed to Nov 14, 2019*] requires Non-Disclosure Agreements (NDAs) due to sensitive/proprietary information exchange.
- Sheriff Troy Briggs [Haskell County] and Kathy Kuentler [Garden City, Finney County] raised the topic of the recent outage and failure of the LTE backup circuit. He asked if there is a way to have truly redundant backup network paths. Truly redundant network trunk routes may not exist everywhere, especially western Kansas. There may be areas where there is “only one way in and one way out.” Kathy Kuentler suggested that when negotiating backup PSAP agreements, it would be beneficial to have a map of available networks. That way, it may be possible to select partners on different networks so that both the primary and backup partners don’t both go down during an event. It is difficult to gain a whole picture of all available networks because providers are reluctant to share proprietary fiber network details. **ACTION** John Fox, AT&T, is studying the issue and network alternatives.

16 Program Management Report

Randall White reviewed the project management report.

- The program plan is rebaselined to include the Federal Grant and RapidDeploy activities in addition to the delivery of the Hosted Call Handling Solution and ESInet platforms.
- The program is on schedule and in budget. We have entered the next-generation 9-1-1 architectural phase of the program.



- We have one program Escalation (*"Escalation is a situation that may adversely affect the program*). As shared earlier during this Council meeting, AT&T and Motorola are working the softphone design issue to determine if there is a need for additional memory.
- There are no program Jeopardies. (*"Jeopardy" is a situation that will adversely affect the program*).

17 New Business

Scott Ekberg shared that RapidDeploy was selected for its ability to provide situational awareness and data sharing among PSAPs. By offering a license for RapidDeploy to PSAPs that are not on the hosted solution, the entire state would have situation awareness capability. There would be a total of about 25 licenses including an edge device for the Council to purchase. The PSAP would have to provide their own associated network and workstation which they already have. So, there is no cost to them. If adopted by the Council, the project would be less than \$15,000 (\$600 per PSAP is a reasonable investment) and Scott invited a motion. Kathy Kuenstler asked if the Federal Grant was paying for at least a portion of RapidDeploy. Sherry Massey shared that there was not enough money in the Federal Grant to cover the PSAPs and all of RapidDeploy. In addition, their having RapidDeploy capability would help incentivize them to join the statewide Hosted Solution. Being able to push data back and forth among PSAP is valuable. And they would have access to statewide mapping and map data. Sherry Massey explained that map data may be requested, but to date, requests for a copy of statewide data are very rare. Josh Michaelis mentioned that "we are the Kansas 9-1-1 Coordinating Council, and this is a feature that all PSAPs should have access to whether they are on the hosted solution or not. **Motion** was made by Josh Michaelis. Sen. Francisco seconded. Motion carried unanimously.

John Fox mentioned that Col. (Ret) Stratmann plans to attend the next Council meeting to provide an update on FirstNet.

Next Meeting Agenda, **Monday, October 7, 2019, Prairie Band Casino, Mayetta, KS**, Fall APCO.

18 Motion to Adjourn

Motion to adjourn by Kathy Kuenstler. Seconded by Sherry Massey. Motion carried unanimously.

Kansas 911 Coordinating Council

September 30, 2019

Cummins, Coffman & Schmidtlein, CPA's, P.A.
3706 S. Topeka, Blvd., Suite 302
Topeka, Ks 66609

This representation letter is provided in connection with your audit of the financial statements of Kansas 911 Act Funds, which comprises the statement of cash receipts and disbursements – cash basis as of December 31, 2018 and 2017, and the related notes to the financial statement, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with the cash basis of accounting.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of September 30, 2019, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 8, 2019, including our responsibility for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting.
- 2) The financial statements referred to above are fairly presented in conformity with the cash basis of accounting.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- 6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the cash basis of accounting.
- 7) All events subsequent to the date of the financial statements which required adjustment or disclosure have been adjusted or disclosed.
- 8) We agree with the adjustments you have proposed and they will be recorded to the organization's accounts.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with the cash basis of accounting.
- 10) Material concentrations have been appropriately disclosed in accordance with the cash basis of accounting.

11) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with the cash basis of accounting.

Information Provided

12) We have provided you with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
- b) Additional information that you have requested from us for the purpose of the audit.
- c) Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
- d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.

13) In regards to the assistance with the preparation of footnotes services performed by you, we have:

- a) Assumed all management responsibilities.
- b) Designated a staff member who has suitable skill, knowledge, or experience to oversee the services.
- c) Evaluated the adequacy and results of the services performed.
- d) Accepted responsibility for the results of the services.

14) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

15) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

16) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:

- a) Management,
- b) Employees who have significant roles in internal control, or
- c) Others where the fraud could have a material effect on the financial statements.

17) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, regulators, or others.

18) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.

19) We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.

20) We have disclosed to you the identity of the Organization's related parties and all the related-party relationships and transactions of which we are aware.

21) The Organization has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.

Management Signature: _____

Title: _____

Board Signature: _____

Title: _____

KANSAS 911 ACT FUNDS

FINANCIAL STATEMENTS

As of and For the Years Ended December 31, 2018 and 2017

DRAFT

Cummins, Coffman & Schmidtlein, CPA's, P.A.
3706 S. Topeka Blvd., Suite 302
Topeka, Kansas 66609

KANSAS 911 ACT FUNDS

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INDEPENDENT AUDITOR'S REPORT

To the 911 Coordinating Council and Local Collection Point Administrator
Kansas 911 Act Funds

We have audited the accompanying financial statements of the Kansas 911 Act Funds, which comprise the statement of cash receipts and disbursements for the years ended December 31, 2018 and 2017, and the related notes to the financial statement.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting. This includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash receipts and disbursements of the Kansas 911 Act Funds, for the years then ended December 31, 2018 and 2017, in accordance with the cash basis of accounting as described in Note 2.

Basis of Accounting

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Cummins, Coffman & Schmidlein, CPA's, P.A.
Topeka, Kansas
September 00, 2019

KANSAS 911 ACT FUNDS
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
Years Ended

	<u>December 31</u>	
	<u>2018</u>	<u>2017</u>
<u>Receipts</u>		
Fees	\$ 21,461,696	\$ 21,485,363
Interest	366,026	97,130
Other income	3,362,309	2,093,375
Total receipts	<u>25,190,031</u>	<u>23,675,868</u>
<u>Disbursements</u>		
PSAP payments	17,883,484	17,695,324
AT&T payments	5,246,365	4,148,329
Administrative fees	2,215,656	1,086,847
Total disbursements	<u>25,345,505</u>	<u>22,930,500</u>
Deficit receipts over disbursements	(155,474)	745,368
Cash and cash equivalents, beginning of year	<u>14,179,342</u>	<u>13,433,974</u>
Cash and cash equivalents, end of year	\$ <u>14,023,868</u>	\$ <u>14,179,342</u>

The accompanying notes are an integral part of this financial statement.

KANSAS 911 ACT FUNDS
NOTES TO FINANCIAL STATEMENTS
December 31, 2018

NOTE 1 ORGANIZATION

The 2011 Kansas Legislature created the Kansas 911 Act (the Act) which took effect on January 1, 2012. The Act repealed K.S.A. 12-5321, created the 911 Coordinating Council which monitors the delivery of 911 services, established the State Fund and Grant Fund, and set a fee of 53 cents per month per subscriber account of any exchange telecommunications service, wireless telecommunications service, or VoIP service, as well as a fee of 1.06% per retail transaction on prepaid wireless fees. In October 2015, the set fee per subscriber increased to 60 cents and prepaid wireless fees to 1.20%.

The State Fund represents the fees remitted by the providers to the Local Collection Point Administrator for distribution to Public Safety Answering Points. The Grant Fund is used for projects involving the development and implementation of next generation 911 services, costs associated with Public Safety Answering Points, and other costs pursuant to the Kansas 911 Act. Mainstream Nonprofit Solutions performs the duties of Local Collection Point Administrator.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The accompanying financial statements present the Funds' activities following the cash receipts and disbursements accounting method. Under this method, revenues are recognized when received rather than when earned and expenses are recognized when paid rather than when the obligation is incurred. The statement of cash receipts and disbursements is a summary of the cash activity of the Funds and does not present transactions that would be included in financial statements prepared using the accrual method of accounting, as contemplated by generally accepted accounting principles.

Cash and Cash Equivalents

Cash and cash equivalents include cash held in checking accounts and investment accounts.

NOTE 3 PAYMENTS TO PSAPs

Using PSAP coding data supplied by the providers, the Local Collection Point Administrator (LCPA) allocates the fees to Public Safety Answering Points (PSAPs). The payments are made in the month following collection. In some cases, certain providers have not supplied the information necessary to make the allocation although the fees have been remitted to the Local Point Administrator.

KANSAS 911 ACT FUNDS
NOTES TO FINANCIAL STATEMENTS (continued)
December 31, 2018

NOTE 4 ADMINISTRATIVE FEES

The Local Collection Point Administrator (LCPA) is paid on a contractual agreement between the Kansas Association of Counties, acting as LCPA, and the 911 Coordinating Council. The contract was for a two-year period starting on January 1, 2012, with yearly payments of \$110,510. The contract was renewed for another two year period starting January 1, 2015, with payments of \$129,791 and \$133,685 for the years 2015 and 2016, respectively. Effective January 1, 2017, the 911 Coordinating Council has engaged Nonprofit Solutions, Inc. to act as the LCPA. The contract is for a two-year period, with payments of \$125,000 and \$127,500 for the years 2017 and 2018, respectively. Prior to July 1, 2014, annual 911 Coordinating Council administrative expenses are not to exceed 1.5% of the total receipts from providers and the Kansas Department of Revenue. The law governing the Funds was amended as of July 1, 2014 to allow annual 911 Coordinating Council administrative expenses up to 2.5% of the total receipts from providers and the Kansas Department of Revenue.

NOTE 5 COMMITMENTS

After the Act took effect on January 1, 2012, the Next Generation 911 Local Fee Fund's cash balance was transferred to the 911 State Fund. In February of 2018, the 911 State Fund transferred \$2,000,000 of funds from their interest-bearing checking account into investment accounts with Intrust Wealth Management. Undistributed amounts in the 911 State Fund cash account as of December 31, 2018 and 2017, was \$1,587,026 and \$4,653,366, and are restricted for payments to PSAPs.

With the inception of the Act on January 1, 2012, the 911 State Grant Fund was established to be used for projects involving the development and implementation of next generation 911 services, costs associated with Public Safety Answering Points, expenses related to the 911 Coordinating Council, costs of audits and other costs pursuant to the Kansas 911 Act. In February of 2018, the 911 State Grant fund transferred \$9,000,000 of funds from their interest-bearing checking accounts into investment accounts with Intrust Wealth Management. All expenses related to the Council shall not exceed 1.5% of the total receipts from providers and the Kansas Department of Revenue received by the LCPA. The law governing the Funds was amended as of July 1, 2014 to allow annual 911 Coordinating Council administrative expenses up to 2.5% of the total receipts from providers and the Kansas Department of Revenue. Undistributed amounts in the 911 State Grant Fund cash account as of December 31, 2018 and 2017, was \$3,488,669 and \$9,525,977.

NOTE 6 DEPOSITS AND CREDIT RISK

The 911 State Fund and 911 State Grant Fund's cash balances are held in interest-bearing checking accounts at a financial institution. The bank balance is secured by pledged securities held by a third party. Cash balances for the years ended December 31, 2018 and 2017, are as follows:

	2018	2017
911 State Fund	\$ 1,587,026	4,653,366
911 State Grant Fund	3,488,669	9,525,976
	<u>\$ 5,075,695</u>	<u>14,179,342</u>

KANSAS 911 ACT FUNDS
NOTES TO FINANCIAL STATEMENTS (continued)
December 31, 2018

NOTE 7 SUBSEQUENT EVENTS

Subsequent events were evaluated through the date of the audit report, which is the date the financial statements were available to be issued.

DRAFT

2020 Work Plan for 911 Coordinating Council

Scheduled Council Meetings for 2019:

- January 24, 2020 (Fri) (Web Conference)
- April 6, 2020 (Mon) (KS APCO – TBD)
- June 5, 2020 (Fri) (Web Conference)
- August 21, 2020 (Fri) (Topeka)
- **October 5, 2020 (Mon) (Joint Conference with KS APCO – TBD)**
- December 11, 2020 (Fri) (Web Conference)

OBJECTIVES:

A. Executive Committee

Date Due

ACTIVITIES: Oversight of Local Collection Point Administrator (LCPA) contract services; monitor 911 revenue collection and approve Council budget; identify Administrative Regulations needed; distribute prepaid wireless 911 fees in excess of \$3 million/year; provide guidance to Public Safety Answering Points (PSAPs) on use of 911 funds; monitor telecommunications service provider compliance with 911 Act requirements and Regulation; Conduct annual review of LCPA. Oversight of Council's Communications Plan, portal and web-site services to provide timely and relevant information to PSAPs and to provide access by stakeholders to information, guidance, standards, and general information from the Council; Evaluate strategies and recommendations of Strategic Plan update, due February 28, 2020; Accept and/or modify strategies, timelines, priorities, fiscal objectives, and staff recommendations; facilitate multi-jurisdictional implementation efforts identified in plan; take specific actions to implement strategies and goals in the plan; evaluate any legislative action needed to implement strategies; monitor plan implementation progress and update it with accomplishments, revised priorities, and changes in strategies and goals.

1. Perform Statutory Council Responsibilities

- Conduct annual review of LCPA 06/05/20
- Work Plan and Budget Planning Workshop 08/26/20
- Draft 2019 Budget and Workplan to Council 10/05/19
- Adopt 2019 Budget and Workplan 12/11/20

2. Annual Reports to Legislature, Federal Communications Commission (FCC), National 911 Profile Database

- Profile Database update due 07/01/20
- FCC report due 06/30/20
- Present draft Legislative report to Council 10/05/19
- Approve final legislative report Council 12/11/20

3. Statewide Strategic Plan for Implementation of Next Generation 911 (NG911) Services

- Updated Strategic Plan draft provided to Council 02/28/20
- Council adoption of updated Strategic Plan 04/06/20
- AT&T, Motorola, RapidDeploy Roadmap review 08/26/20
- Exec Committee Strategic Planning Workshop 08/26/20

4. Council Operations

- Review and revise business case 03/31/20
- Review and revise business case 06/30/20

• Review and revise business case	09/30/20
• Review and revise business case	12/31/20
• Mid-year AT&T, Motorola, RapidDeploy Roadmap review	06/19/20
• Management of Federal 911 Grant projects	Ongoing
5. Ensure that appointments for Coordinating Council Positions are made	
• Provide notice to stakeholders of vacancies that will be pending Governor's appointment effective July 1st	04/01/20
• Develop mentoring and succession plans (Council and Committees)	04/01/20
• Hold new Council Member orientation training	08/21/20
6. State Outreach	
• Review and revise overall communications plan	04/01/20
• Ensure that every project addresses communication with stakeholders as a part of the project plan	Ongoing
7. National Outreach	
• Execute projects of 911 Grant Program application	Ongoing
• Investigate/participate in Department of Homeland Security (DHS) 911 cybersecurity pilot	TBD
• Investigate/participate in Computer Aided Dispatch (CAD) Data Sharing project	TBD
8. Legislation / Administrative Regulations	
• Present testimony in support of changes to Kansas 911 Act or other state legislation impacting 911	Ongoing
• Monitor and comment on federal legislation affecting 911	Ongoing
9. Ongoing for other activities	12/31/20
B. Operations Committee	Due Date

ACTIVITIES: Create an Expenditure Review Sub-Committee to review compiled PSAP financial report information for 911 expenditures and make recommendations to Council regarding approval; Identify additional information for expenditure report content and prepare reports. Assist in providing technical and operational guidance to PSAPs and other Council Committees; Develop policy and a public education plan for Real-Time-Text-to-911 (RTT-to-911), outbound text, and other i3 enhancements on the statewide NG911 system. Support the implementation of RapidDeploy RadiusPlus and Nimbus products. Develop and deliver PSAP and public education on Council projects. Review and respond to requests from the stakeholder community regarding 911 specific applications; Support on-going migration of the Statewide NG911 System to the Nationwide Emergency Services IP Network (ESInet), including geospatial routing and other i3 services. Evaluate contract extension of Kansas Knowledge Center and recommend action to Council. Evaluate creation of voluntary training cadre and recommend action to Council. Continue migration of PSAPs onto the statewide NG911 System pursuant to the migration plan. Review training, change management, risk management, governance and Incident Management plans for any necessary modifications.

- | | |
|---|----------|
| 1. Facilitate Communication among Council and Stakeholders | |
| • Approve charter for Expenditure Review Sub-Committee (ERC) | 01/24/20 |

• PSAP financial expenditure reports due.	03/01/20
• Review 911 fee expenditures for approval determination	10/31/20
• Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations	Ongoing
• Support Council in appeal hearings to KS Dept. of Administrative Hearings	As Needed
2. Meetings for outreach and collaboration	
• Review existing joint conference relationship and explore options	02/28/20
• Spring APCO	04/06/20
• Fall APCO/Council Joint Conference	10/05/19
• Admin Day	11/18/20
• MARC / Council Roadmap Meeting	02/19/20
• MARC / Council Roadmap Meeting	11/18/20
3. Training Sub-Committee	
• Continue monthly “lunch and learn” training webinars	Ongoing
• Develop voluntary Telecommunicator training certification and verification program	04/01/20
• Seek Council approval of Telecommunicator training certification and verification program	04/06/20
• Evaluate Kansas Knowledge Center and recommend action	01/24/20
• Establish a training cadre who can assist the 911 Liaison in outreach and education efforts	04/06/20
• Identify and develop any technical training needs to PSAP’s with a proposed solution to effectively deliver to all PSAP’s	12/31/20
4. Text-to-911 Sub-Committee	
• Review current policy and procedures for Text-to-911	04/01/20
• Update PSA’s through school program	04/01/20
• Update public education materials on website	04/01/20
• Develop refresher training on Text-to-911	07/01/20
• Develop Real Time Text (RTT) training	10/01/20
• Develop RTT and outbound text policy and training as needed	10/01/20
• Seek Council approval of RTT and outbound text policy and training	10/05/20
• Review Council plans for needed update & present to Council	12/11/20
• Recommended policy changes to PSAPs as technology updates or changes	Ongoing
• Identify stress management resources for outreach to PSAPs	Ongoing
• Continue partnerships with the KCDHH, KCSDV, and other advocacy groups	Ongoing
5. Ongoing for other activities	Ongoing
C. Broadband Interoperability Committee	
1. Monitor developments related to NG911 with FirstNet	Ongoing
2. Monitor developments related to NG911 with other carriers offering public safety broadband services	Ongoing
3. Monitor and assist Kansas Broadband Task Force’s efforts	Ongoing

D. Technical Committee

Due Date

ACTIVITIES: Ongoing monitoring of emerging cybersecurity threats and implementation of plans to reduce associated risks. Monitoring of progress towards improved location accuracy. Review release notes for Vesta software upgrades for potential risk. Provide technical and security review of planned i3 service additions to the NG911 system. Review technical and security implications of Public Safety Broadband integration to the NG911 system. Evaluate and monitor technical and security implications of RapidDeploy RadiusPlus and Nimbus implementations. Manage Incident Management plan updates and enhancements. Monitor implications of FirstNet interconnection on the call handling system. Monitor progress of telecommunications service provider interconnection with ESnet. Evaluate and monitor implementation of Real Time Text (RTT). Evaluate need, technical specifications and security risks of Internet of Things (IoT) interface to the call handling network.

1. Ongoing for all activities

Ongoing

E. GIS Committee

ACTIVITIES: Provide needed GIS data work in support of geospatial call routing migration. Provide oversight of GIS data maintenance to ensure that all Kansas jurisdictions remain in compliance with required maintenance. Conduct quality assurance testing of GIS data maintenance submissions. Support PSAP migration from MSAG to Geo-MSAG. Support migration from Vesta Locate to selected replacement product for mapping of calls. Support refresh of aerial imagery. Providing continuing training for GIS Data Stewards and GIS Data Maintainers.

1. Statewide Aerial Imagery RFP

- **Submit RFP to State of Kansas Department of Administration/Office of Procurement & Contracts**

5/1/2020

2. Ongoing for other activities

Ongoing

December 31, 2023: Legislature's Division of Post Audit will have completed an audit of the 911 system as set out in KSA 12-5377(c) .

2024 Legislative Session: Legislature shall review the 911 Act (KSA 12-5377(d)).

911 Coordinating Council Calendar of Events

Date	Activity
1/24/2020	Approve charter for Expenditure Review Sub-Committee (ERC)
1/24/2020	Evaluate Kansas Knowledge Center and recommend action
2/19/2020	MARC / Council Roadmap Meeting
2/28/2020	Updated Strategic Plan draft provided to Council
2/28/2020	Review existing joint conference relationship and explore options
3/1/2020	PSAP financial expenditure reports due.
3/31/2020	Review and revise business case
4/1/2020	Provide notice to stakeholders of vacancies that will be pending Governor's appointment effective July 1st
4/1/2020	Develop mentoring and succession plans (Council and Committees)
4/1/2020	Review and revise overall communications plan
4/1/2020	Develop voluntary Telecommunicator training certification and verification program
4/1/2020	Review current policy and procedures for Text-to-911
4/1/2020	Update PSA's through school program
4/1/2020	Update public education materials on website
4/6/2020	Council adoption of updated Strategic Plan
4/6/2020	Spring APCO
4/6/2020	Seek Council approval of Telecommunicator training certification and verification program
4/6/2020	Establish a training cadre who can assist the 911 Liaison in outreach and education efforts
4/6/2020	Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations
5/1/2020	Submit RFP to State of Kansas Department of Administration/Office of Procurement & Contracts
6/5/2020	Conduct annual review of LCPA
6/5/2020	Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations
6/19/2020	Mid-year AT&T, Motorola, RapidDeploy Roadmap review
6/30/2020	FCC report due
6/30/2020	Review and revise business case
7/1/2020	Profile Database update due
7/1/2020	Develop refresher training on Text-to-911
8/21/2020	Hold new Council Member orientation training
8/21/2020	Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations
8/26/2020	Work Plan and Budget Planning Workshop
8/26/2020	AT&T, Motorola, RapidDeploy Roadmap review
8/26/2020	Exec Committee Strategic Planning Workshop
9/30/2020	Review and revise business case
10/1/2020	Develop Real Time Text (RTT) training

Date	Activity
10/1/2020	Develop RTT and outbound text policy and training as needed
10/5/2020	Draft 2019 Budget and Workplan to Council
10/5/2020	Present draft Legislative report to Council
10/5/2020	Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations
10/5/2020	Fall APCO/Council Joint Conference
10/5/2020	Seek Council approval of RTT and outbound text policy and training
11/18/2020	Admin Day
11/18/2020	MARC / Council Roadmap Meeting
12/11/2020	Adopt 2019 Budget and Workplan
12/11/2020	Approve final legislative report Council
12/11/2020	Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations
12/11/2020	Review Council plans for needed update & present to Council
12/31/2020	Review and revise business case
12/31/2020	Identify and develop any technical training needs to PSAP's with a proposed solution to effectively deliver to all PSAP's

**Kansas 911 Coordinating Council
2020 Budget**

Summary	2018 Actual	2019 Actual (6/30)	2019 Budget	2020 Budget
Revenue				
Telcom Income	21,226,634	10,620,397	23,485,860	31,519,310
Prepay Fee Income	1,806,243	522,728	2,026,072	3,510,247
PSAP 911 Services Payments	3,247,309	1,856,375	3,531,409	3,812,663
Imagery Cost Share	115,000	0	0	15,000
Interest Income	72,540	48,648	79,355	80,000
Total Revenue	26,467,726	13,048,149	29,122,696	38,937,220
PSAP Expenses				
PSAP Payments	18,537,296	9,285,212	20,513,918	22,061,812
PSAP Minimum Quarterly Payments	1,421,552	580,002	1,267,306	1,545,218
Total PSAP Expenses	19,958,848	9,865,213	21,781,224	23,607,030
Operating Expenses				
Salaries	113,183	58,553	229,500	554,000
Payroll Taxes	0	0	17,557	0
Benefits	84,349	40,546	26,250	0
Office Supplies & Equipment	3,937	364	1,500	0
Telephone	0	734	3,060	3,540
Training Expenses - Staff	1,622	0	1,500	2,500
Travel Expense - Staff	24,121	9,246	29,600	40,000
Vehicle Fuel	0	2,746	9,000	10,800
Vehicle Insurance & Registration	3,744	5,852	1,500	6,700
Vehicle Repairs & Maintenance	0	254	1,500	1,500
Vehicle Purchase/Replacement	0	45,387	62,000	50,000
Personnel Administrative Management	0	0	21,985	0
Misc Expense (Adjutant General)	272	68	0	0
Personnel Contracts	231,229	163,749	404,952	669,040
Legislative Pay	6,968	353	7,500	7,500
Interpreters	1,059	0	900	900
Meeting Expenses - Council	5,024	282	500	500
Meal/Travel Expense - Council	11,994	0	8,000	8,000
Conference Call Service	1,402	787		1,575
Council Meeting Expenses	26,447	1,422	16,900	18,475
Meeting Expense - Committee				
GIS Committee	168	282	1,500	1,000
Operations Committee	280	402	1,500	1,000
Technical Committee	919	0	1,500	1,000
Security Committee	0	0	1,500	1,000
Committee Meeting Expenses	1,367	684	6,000	4,000

**Kansas 911 Coordinating Council
2020 Budget**

Summary	2018 Actual	2019 Actual (6/30)	2019 Budget	2020 Budget
<i>Audit Fees</i>	149,976	4,968	15,000	6,000
<i>LPA Audit</i>	0	0	0	0
<i>State Registration Fees</i>	70	0	0	100
<i>Bank Fees</i>	3,250	2,802		3,500
<i>Membership Dues</i>	1,200	619	3,000	3,000
<i>Conferences and Training</i>	5,711			
<i>Registrations</i>	0	700	7,000	2,000
<i>Travel & Meals</i>	0	957	2,000	5,000
<i>Other Conference Expenses</i>	0	0	200	200
<i>National Conferences</i>	8,935			
<i>Registrations</i>	0	2,562	10,800	3,550
<i>Travel & Meals</i>	0	3,819	29,400	27,600
<i>Other National Conference Expenses</i>	0	330	200	200
Other Administrative Costs	169,141	16,758	67,600	51,150
Total Operating Expenses	428,184	182,612	495,452	742,665

**Kansas 911 Coordinating Council
2020 Budget**

Summary	2018 Actual	2019 Actual (6/30)	2019 Budget	2020 Budget
Contractual Costs				
AT&T - AVPN Access	719,642	466,805	900,000	1,000,000
AT&T - PM Services - ESInet	364,958	56,466	0	0
AT&T - POTS Router Circuits	33,239	18,232	40,000	44,000
AT&T - Call Handling	2,729,735	1,651,925	3,500,000	2,100,000
AT&T - AVPN Ports	238,537	139,734	265,000	265,000
AT&T - T1 Backup Circuits	66,514	2,636	88,000	6,000
AT&T - MIS	21,698	10,574	25,000	22,000
AT&T - Service Manager	174,996	87,498	200,000	175,000
AT&T - EOD-CCS	68,571	34,370	69,000	68,600
AT&T Mobility/FirstNet - LTE Backup	27,032	13,644	30,000	25,000
AT&T - TCC Services	301,963	86,415	250,000	200,000
AT&T - ESI Net	499,479	1,294,453	3,250,000	2,900,000
AT&T - Legacy Charges	0	0	0	175,000
AT&T - RapidDeploy	0	0	0	2,800,000
AT&T Service Contracts	5,246,365	3,862,753	8,617,000	9,780,600
LCPAContract	127,500	66,518	130,050	132,650
Legal Representation		1,000	45,000	45,000
ITSS Contract		110,642	249,600	249,600
PM Contract		110,848	228,800	234,000
Imagery Contract		660,000	550,000	580,000
DASC Contract		7,350	180,000	180,000
Dickinson County Contract		0	47,700	47,700
Public Relations		0	15,000	15,000
Text Language Translation Services		0	5,000	0
Training - Admin Day / Fall Conference		0	16,500	16,500
Technical Supplies and Equipment		1,024	45,000	40,000
Learning Management System		0	17,100	17,200
Esri ELAContract (KS OITIS)		20,160	20,160	20,160
Other Contract Costs	0	911,024	1,419,860	1,445,160
Total Contractual Costs	10,620,231	4,840,296	10,166,910	11,358,410
Total Expenses	31,007,262	14,888,121	32,443,586	35,708,105

**Kansas 911 Coordinating Council
2020 Budget**

Summary	2018 Actual	2019 Actual (6/30)	2019 Budget	2020 Budget
Other Income				
Investment Interest/Dividends	0	134,823	0	0
Gain/Loss on Investment	0	191,970	0	0
Total Other Income	0	326,793	0	0
Other Expense				
Investment Fees	0	33,485	0	0
Total Other Expense	0	33,485	0	0
Net Other Income and Expense	0	293,308	0	0
Net Change in Net Assets	(4,539,536)	(1,546,664)	(3,320,890)	3,229,115
Operating Expense Percentage	1.62%	1.40%	1.70%	1.91%



Kansas 911 Coordinating Council Policy and Procedure for Expenditure Reporting Review

Date Originated	October 17, 2013
Last Revised	September 24, 2019
Prepared by	Scott A. Ekberg, NG911 Administrator
Prepared for	Dick Heitschmidt, Coordinating Council Chairman



Document Change Log

Date	Author	Change	Reason
05/15/18	Ekberg	Original release.	
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1 Introduction

The Kansas 911 Act (the Act) requires that each Public Safety Answering Point (PSAP) receiving 911 fee funds submit an annual report of the expenditure of such funds to the Kansas 911 Coordinating Council (Council). The Act tasks the Council with reviewing those reports and determining that all expenditures of 911 fee funds are in compliance with the allowable uses set forth by the Act. The purpose of this document is to set forth the policy and procedure for this review and determination of allowability.

2 Applicable Documents

- Kansas 911 Act (K.S.A. 12-5362 et seq.)
- K.A.R. 132-4-1
- K.A.R. 132-4-2
- K.A.R. 132-4-3
- K.A.R. 132-4-4
- Kansas 911 Expenditure Philosophy, posted on the Council website at http://www.kansas911.org/wp-content/uploads/2017/07/Guidance-for-use-of-911-Funds-Philosophy-Guidance-For-Use-of-911-Funds-Philosophy_201304111642091475.pdf

3 Policy on Expenditure Reporting

3.1 Requirement

L. 2019, Ch. 32, Sec. 2, provides that:

“Each PSAP shall file an annual report with the council, by March 1 of each year demonstrating how such PSAP has spent the moneys earned from the 911 fee during the preceding calendar year. The council shall designate the content and form of such report and any associated documentation that is required to finalize such report.”

3.2 Content and Form of the Expenditure Report

The content and form of the expenditure report is subject to change, however, at the current time the form of the report is an online reporting tool available to the PSAPs at <https://portal.kansas911.org>.

K.A.R. 132-4-2 sets for the content of the form, which currently captures the following data elements:

- (1) Revenue received from 911 funds during the reporting period and the balance of 911 funds on hand at the end of the reporting period.
- (2) Itemized expenditures of 911 funds including the following information:
 - (a) Date of the expenditure
 - (b) Report year
 - (c) Amount of the expenditure
 - (d) The type of expenditure (Recurring cost/contract, equipment, training or other)
 - (e) Vendor Name
 - (f) Fund source for the expenditure (Post 911 Act or Pre 911 Act funds)



- (g) The allowable use for the expenditure (K.S.A. 12-5375)
 - (h) A description of the expenditure
 - (i) Comments relating to the expenditure
- (3) PSAP profile questions to provide information needed to complete aggregated, required federal reports including but not limited to the following information:
- (a) Numbers of 911 personnel
 - (b) Numbers and identification of secondary PSAPs
 - (c) Estimate of total annual cost of 911 provision
 - (d) 911 calls received by class of service for PSAPs not on the NG911 system
 - (e) NG911 planning and implementation, including costs and components for PSAPs not on the NG911 system
 - (f) Text-to-911 status for PSAPs not on the NG911 system
 - (g) Cybersecurity efforts and cost
 - (h) Assessment of the effects achieved by the use of 911 fee funds
 - (i) Number of 911 answering positions
 - (j) Use of formal protocol dispatching, including vendor
 - (k) Use of, model and vendor for ancillary systems (CAD, radio, logging recorder, etc.)
 - (l) Compliance with NG911 Security Policy

3.3 Requirement for Review of Expenditures

L. 2019, Ch. 32, Sec. 13 (c), requires the Council to:

“The 911 coordinating council shall annually review expenditures of 911 funds reported on the annual report for each PSAP and shall appoint a committee to review such expenditures.”

3.4 Policy on Expenditure Review

L. 2019, Ch. 32, Sec. 13 (c), requires the Council to:

“review the expenditures of all 911 funds expended throughout the state, on an annual basis. To comply with this statutory duty, the Council must review the expenditure reports and determine that every expenditure complies with the statutory allowable use provisions.”

The Council published the following philosophy on the allowable use of 911 funds in year 2012:

“Generally, it is considered permissible to use 911 funds to buy electronic equipment, software, GIS technical support and data, technical support services, software and hardware maintenance, training, and telecommunications services that are directly related to a PSAP receiving, processing and transmitting a 911 call. The legislature has prohibited the use of 911 funds for buildings, tables, building renovation and repairs, and for mobile and portable radios which would include pagers. Use of 911 funds for the



purchase of dispatch console equipment and chairs designed specifically for use in a PSAP for 911 and radio operations should be acceptable as are logging recorders, emergency generators, Uninterruptible Power Supply systems, Computer Aided Dispatch systems, and radio base stations used by a PSAP to support its operations.

Use of 911 funds for training that is directly related to the performance of 911 and dispatching duties in a PSAP is acceptable. If the training is part of a conference package presented by APCO or NENA that is related to "911 services", generally, use of 911 funds to pay for registration fees and costs of attendance (meals, mileage and room) would be appropriate. If the training is clearly for non---PSAP related operations such as firearms certification, emergency vehicle operation or general supervisory training not related to PSAP operations, it will be considered an inappropriate use.

PSAPs are responsible for using 911 fees in accordance with the authorized uses in the Kansas 911 Act. When in doubt as to whether a use of 911 funds is allowable, PSAPs are encouraged to consult appropriate legal counsel for guidance and may also contact the 911 Coordinating Council for further information that can be used in making expenditure decisions."

The philosophy document is posted on the Council website <http://www.kansas911.org>.

In accordance with this philosophy, it is the policy of the Council that all expenditures will be viewed in the light of the expenditures relation to the **receiving, processing and transmitting of a 9-1-1 call**. In general, the use of 911 funds must have a direct relationship to the performance of 911 and emergency communications functions performed by PSAP personnel who receive, process and transmit 9-1-1 calls to emergency responders. Further the Council believes that the intent of the legislature is to prohibit the purchase, replacement, upgrade or maintenance of subscriber radio equipment.

This policy may result in an expenditure being allowable for one PSAP and not for another. As an example, storm siren maintenance for a PSAP that utilizes the siren to notify fire responders of a 9-1-1 call reporting a fire, would be allowable, while that same maintenance for a PSAP that utilizes the siren only as a public notification system would not. Notifying the public of emergency situations has no relation to the receiving, processing and transmitting of a 9-1-1 call, while notifying responders of an active incident reported via 9-1-1 does.

3.5 Policy Regarding Pre-Approval of Intended Expenditures

L. 2019, Ch. 32, Sec. 13 (b), requires that the Council:

create a process for PSAPs to request pre-approval of an expenditure of 911 funds. PSAPs are encouraged to seek pre-approval of any intended expenditures that they think may or may not be allowable prior to expending the funds. Pre-approval requests may be submitted through the expenditure reporting online tool (Pre-Approval tab). The Council also publishes a frequently asked questions document on the Council website (<https://kansas911.org>) that provides answers to previously asked allowability questions.



3.5.1 Pre-Approval Process

To implement the requirements of L. 2019, Ch.32, Sec. 13 (b), the following process will be followed:

- (1) A PSAP wishing to request pre-approval of a 911 fee fund expenditure shall submit a pre-approval request in the form and containing the information required by the Council through the Council web portal (<https://portal.kansas911.org>).
 - (a) The form shall include the following data elements:
 - (1) A written description of the proposed expenditure and how it relates to the receiving, processing or dispatching of a 911 call
 - (2) The PSAP for which the pre-approval request is made
 - (3) Any supporting documents, quotes, or other information supporting the proposed expenditure
- (2) Upon submission of the pre-approval request, the Council expenditure review committee shall, within thirty (30) days, inform the PSAP in writing if the proposed expenditure is approved or disapproved. This written notice will be delivered via the portal.
- (3) If the proposed expenditure is disapproved, the written notice will provide the reason for such disapproval.
- (4) If the PSAP does not concur with the decision of the expenditure review committee, the PSAP may request a review of the decision before the Council, in writing, within 15 days of delivery of the written decision.
- (5) Upon review, if the Council finds that the expenditure is not allowable the Council shall issue a written decision to the PSAP so stating and advising the PSAP of its right to appeal the decision of the Council to the Kansas Office of Administrative Hearings.
- (6) The PSAP, within fifteen (15) days from the time of service of the written decision, may request in writing to the Council, a hearing before the Kansas Office of Administrative Hearings.
- (7) Such hearing shall be in accordance with the provisions of the Kansas Administrative Procedure Act and are subject to review in accordance with the Kansas Judicial Review Act.

4 Procedures Relating to Expenditure Reporting

4.1 Procedure for Expenditure Reporting on the Web Portal

The following procedure will be utilized for expenditure reporting:

1. PSAPs will identify the person(s) responsible for expenditure reporting for the PSAP.
2. That person (Those people) will create an account on the Council web portal at <https://portal.kansas911.org>, selecting the "Will you be submitting expenditure reports (PSAPs only)?" checkbox to identify themselves as expenditure reporters.
3. Expenditure reporters for each PSAP will report all expenditures of 911 fee monies on the portal providing all requested information. Clear information pertaining to the description and comments that articulate the relation of the expenditure to the receiving, processing and transmitting of a 911 call.



4. Expenditures may be reported daily, weekly, monthly or annually at the convenience of the PSAP.
5. If expenditures are reported annually, monthly bills on a single account, to a single service provider (i.e., Nex-Tech phone bills for 911 end office trunk charges on account xxxx) may be aggregated into a single expenditure entry. An example of this entry is depicted in Figure 1 below.

The screenshot displays the 'Kansas 911 Coordinating Council Web Portal' interface. The top navigation bar includes links such as Home, User Management, Docs, User Profile, Security Audit, Travel Expenses, Upload GIS Data, Admin, DDS, Map, T2911, Change Order, and GIS Data Request. Below this, a secondary navigation bar shows tabs for Revenue and Balance, Expenditures (selected), ISSUES, Annual Submission, GENERAL Expenditures, and Pre-Approval.

The main content area shows an 'Expenditure' entry form with the following details:

- Date:** 12/31/2018
- Year:** 2018
- Amount:** 2400.00
- Type:** Recurring Costs/Contracts (selected), Equipment, Training, Other
- Vendor:** Nex-Tech
- For PSAP:** Morton County Sheriff's Office
- Fund:** Post 911 Act Funds
- Allowable Use:** Monthly recurring charges billed by s
- Description:** Aggregated monthly charges for 911 end office trunks for delivery of 911 calls
- Comments:** Aggregated total of montly bills on account #1234

Buttons for 'Filter', 'Save', 'Export', and 'Pre-Approval' are visible. The 'Filter' button is red, and the 'Export' button is also red.

Figure 1 - Aggregated Entry Example

6. At the end of each year, and prior to March 1st of each year, the PSAP expenditure reporter will enter the revenue data on the revenue tab on the expenditure reporting tool.
7. The expenditure reporter will complete the PSAP Profile questions.
8. Once all expenditures, revenue entries, and PSAP profile data has been completed, the expenditure reporter will submit the annual expenditure report by selecting their PSAP and checking the box stating that the report is complete and then saving that data on the "Annual Submission" tab of the portal tool.
9. The PSAP will then be notified via email of the five (all of the reported expenditures if less than 6 have been entered) expenditures that have been randomly selected for supporting documentation. The expenditure reporter will then upload, via the portal, the five invoices supporting the selected expenditures.
10. The PSAP Liaison will review the support documentation and verify the reported expenditure. If the PSAP Liaison questions the expenditure after reviewing the documentation, the expenditure and supporting documentation will be reviewed by the Expenditure Review Committee (ECR). If



the ECR finds that the expenditure is not allowable, based on the provided documentation, the process defined in the following section 4.2 Process for Expenditure Review, shall be followed.

11. A video tutorial, providing instruction on completing the annual expenditure report on the portal is available on the Council website, <https://www.kansas911.org/finance/#fees>.

4.2 Process for Expenditure Review

To comply with its statutory duty to review annual expenditures of 911 funds, the Council will follow the following process:

- (1) The Council shall appoint an ECR to review all annual expenditures of 911 funds by Kansas PSAPs.
 - (a) The ECR will contain both members of the Council and volunteer PSAP manager(s), recruited by the Operations Committee.
- (2) The ECR shall review all reported expenditures from the annual report required in section 3.1 above. If the committee determines that a reported expenditure is not an allowable expenditure as defined by L. 2019, Ch. 39, Sec. 13(a), pursuant to L. 2019, Ch. 39, Sec. 13 (c), the committee shall request that the PSAP refund the amount of the disallowed expenditure to the PSAP's 911 fund.
- (3) If the PSAP does not concur with the finding of the ECR, the PSAP may request a review of the decision of the committee before the Council.
- (4) Upon review, if the Council finds that the expenditure is not allowable, the Council shall issue a written order to the PSAP demanding repayment of the expenditure to the PSAP's 911 fund.
- (5) If the Council finds that the expenditure was intentionally made from 911 fee funds for a purpose clearly established as an unauthorized use of 911 fee funds, the Council may require that the PSAP pay 10% of the amount of the expenditure or \$500, whichever is less, to the LCPA, as a penalty. If such penalty is assessed, the LCPA will deposit the penalty amount into the 911 State Grant Fund. Any such penalty will be assessed in the written demand for repayment of the disallowed expenditure.
- (6) The written demand for repayment shall include the unauthorized purpose for which the funds were used, the amount of funds to be repaid, any penalty assessment, and the right of the PSAP to appeal the decision of the Council before the Kansas Office of Administrative Hearings.
- (7) The PSAP, within fifteen (15) days from the time of service of the written demand for repayment, may request in writing to the Council, a hearing before the Kansas Office of Administrative Hearings.
- (8) Such hearing shall be in accordance with the provisions of the Kansas Administrative Procedure Act and are subject to review in accordance with the Kansas Judicial Review Act.

5 Workflow Diagram for Expenditure Reporting Process

Figure 2 below, illustrates the workflow for the expenditure reporting process:

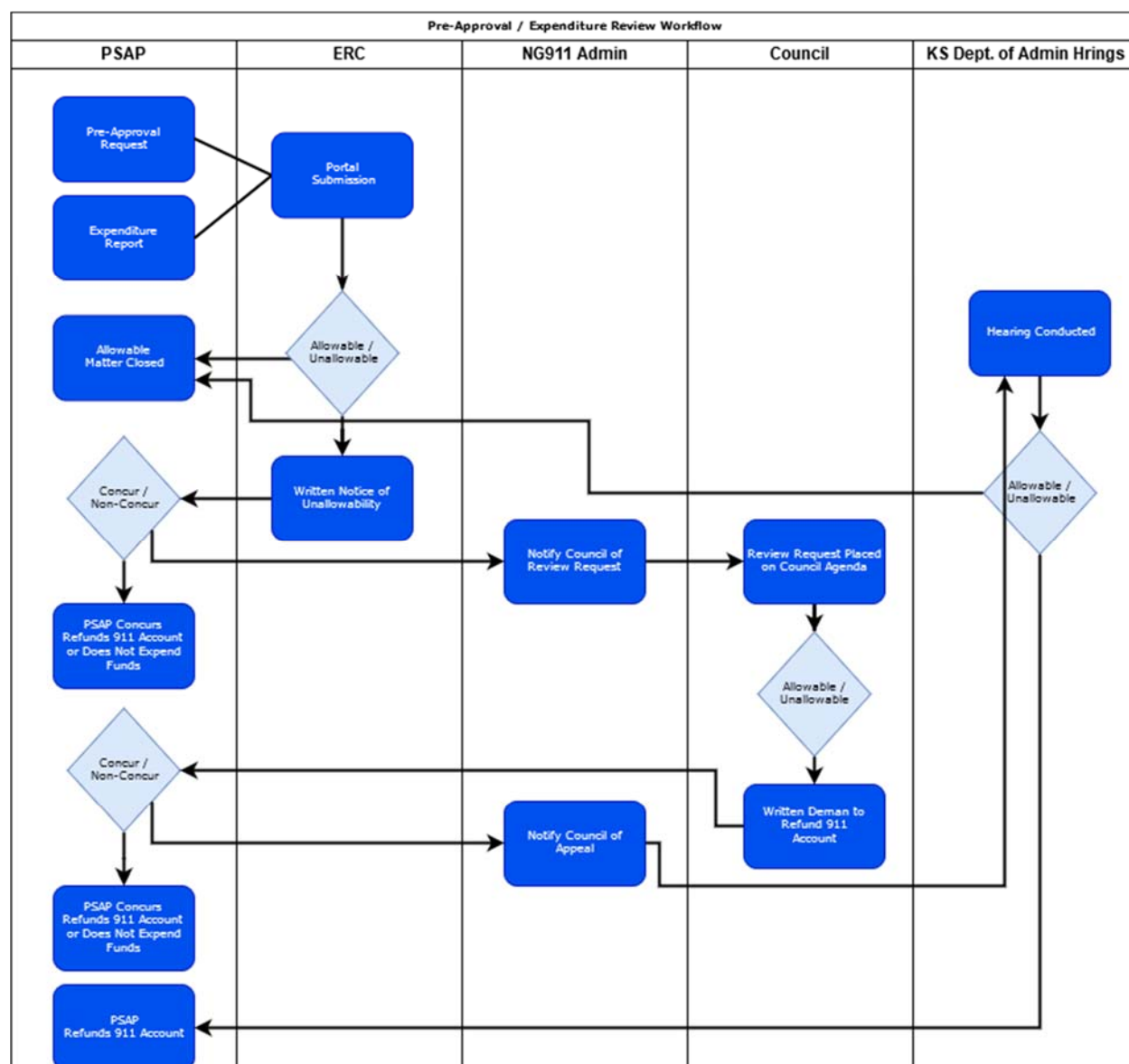


Figure 2 - Workflow

6 Sample Demand Letter for Repayment

The following is provided as an example of the demand letter for repayment of funds following Council review of a decision of the ERC:



NOTICE OF UNALLOWABLE 911 FEE EXPENDITURE AND ORDER DEMANDING
REPAYMENT OF FUNDS

In accordance with the Kansas 911 Act, K.S.A. 12-5362 et seq., the Kansas 911 Coordinating Council (Council) is hereby providing notice of an unallowable 911 fee expenditure and hereby orders repayment of the expenditure to the Local Collection Point Administrator (LCPA), as provided in K.S.A. 12-5375(b), against [XYZ Emergency Communications Center].

K.S.A. 12-5364(l) provides that:

“Each PSAP shall file an annual report with the council by March 1 of each year demonstrating how such PSAP has spent the moneys earned from the 911 fee during the preceding calendar year. The council shall designate the content and form of such report and any associated documentation that is required to finalize such report.”

K.S.A. 12-5375(a) sets forth the allowable uses of 911 fee funds by Public Safety Answering Points (PSAPs). These allowable uses are:

- (1) Implementation of 911 services;**
- (2) purchase of 911 equipment and upgrades;**
- (3) maintenance and license fees for 911 equipment;**
- (4) training of personnel, not to include salaries;**
- (5) monthly recurring charges billed by service suppliers;**
- (6) installation, service establishment and nonrecurring start-up charges billed by the service supplier;**
- (7) charges for capital improvements and equipment or other physical enhancements to the 911 system;**
- (8) the original acquisition and installation of road signs designed to aid in the delivery of emergency service**

K.S.A. 12-5375(c) provides that:

“The 911 coordinating council shall annually review expenditures of 911 funds reported on the annual report for each PSAP and shall appoint a committee to review such expenditures. If the committee determines that a reported expenditure was not authorized by this act, the committee shall request that the expenditure be refunded by the PSAP to the PSAP’s 911 account. If a PSAP does not concur with the finding of the committee, the PSAP may request a review of the decision of the committee before the 911 coordinating council. If the 911 coordinating council, based upon information obtained from an audit of the PSAPs, determines that any PSAP has used any 911 fees



for any purpose other than those authorized in this act, the governing body for such PSAP shall repay all such moneys used for any unauthorized purposes to the 911 fee fund of such PSAP. Upon a finding that the expenditure was made intentionally from the 911 fee fund of such PSAP for a purpose clearly established as an unauthorized expenditure, the 911 coordinating council may require such PSAP to pay the lesser of \$500 or 10%, of such misused moneys, to the LCPA for deposit in the 911 state grant fund. No such repayment of 911 fees shall be imposed pursuant to this section except upon the written order of the council. Such order shall state the unauthorized purposes for which the funds were used, the amount of funds to be repayed and the right of such PSAP to appeal to a hearing before the Kansas office of administrative hearings. Any such PSAP may, within 15 days after service of the order, make a written request to the council for a hearing thereon. Hearings under this subsection shall be conducted in accordance with the provisions of the Kansas administrative procedure act."

On March 1, 2016, [XYZ Emergency Communications Center] (hereinafter "the PSAP") filed the annual expenditure report as required by law. The report was reviewed by the Expenditure Review Committee per Council policy. After review, the Expenditure Review Committee (ERC) determined that [Description of Expenditure] was not an allowable expenditure under K.S.A. 12-3575(a) [Basis for ERC Decision]. The PSAP was notified of this decision, on [Date of Notification] and asked to refund their 911 fee account for the amount of the expenditure, [\$ Amount of Expenditure]. The notification to the PSAP included a description of the expenditure, the reasoning of the ERC in making its decision, and the PSAPs right to Council review of the decision upon notification to the Council within 15 days. The PSAP disagreed with the ERC decision and refused to reimburse their 911 account for the disallowed expenditure. On [Date of Council Review Request] the PSAP filed written request for review of the ERC's decision by the Council.

On [Date of Review Hearing] the Council, during a regular meeting, reviewed the decision of the ERC. The PSAP was present and presented their position on the expenditure. The ERC presented the basis for its decision. After careful consideration, the Council on a motion by [Council Member making motion] to find that the expenditure was not allowable under K.S.A. 12-5375(a), voted on this matter. By a vote of [Number of Aye votes] aye and [Number of Nay votes] nay, the Council found that the expenditure was not allowable under K.S.A. 12-5375(a).

The Council finds that [XYZ Emergency Communications Center] improperly expended 911 fee funds in the amount of [\$ Amount of Expenditure] for [Description of Expenditure], said expenditure having insufficient nexus to the delivery and processing of 911 calls. The Council hereby demands that the amount of this expenditure ([\$ Amount of Expenditure]) be immediately refunded to the 911 fee fund account of [XYZ Emergency Communications Center], pursuant to K.S.A. 12-5375(c).



Pursuant to K.S.A. 12-5375 (c), [XYZ Emergency Communications Center] is hereby notified of their right to appeal this decision and order of the Council. The PSAP may, within 15 days of receipt of this Notice of Unallowable 911 Fee Expenditure and Order Demanding Repayment of Funds, may request a hearing before the Kansas Office of Administrative Hearings. Such request for hearing should be submitted via the Council's web portal. Any action of the Council taken as a result of such hearing is subject to review in accordance with the Kansas judicial review act.

By order of the Kansas 911 Coordinating Council, effective this _____ day of September, 2019.

Kansas 911 Coordinating Council

James R. "Dick" Heitschmidt, Chairman

7 Sample Demand Letter for Repayment and Assessment of Penalty

The following is provided as an example of the demand letter for repayment of funds following Council upholding a decision of the ERC and a finding that the expenditure was intentional and for a purpose clearly established as unauthorized:

NOTICE OF UNALLOWABLE 911 FEE EXPENDITURE AND ORDER DEMANDING REPAYMENT OF FUNDS & ASSESSING PENALTY

In accordance with the Kansas 911 Act, K.S.A. 12-5362 et seq., the Kansas 911 Coordinating Council (Council) is hereby providing notice of an unallowable 911 fee expenditure and hereby orders repayment of the expenditure to the Local Collection Point Administrator (LCPA), as provided in K.S.A. 12-5375(b), against [XYZ Emergency Communications Center].

K.S.A. 12-5364(l) provides that:

"Each PSAP shall file an annual report with the council by March 1 of each year demonstrating how such PSAP has spent the moneys earned from the 911 fee during the preceding calendar year. The council shall designate the content and form of such report and any associated documentation that is required to finalize such report."



K.S.A. 12-5375(a) sets forth the allowable uses of 911 fee funds by Public Safety Answering Points (PSAPs). These allowable uses are:

- (1) Implementation of 911 services;**
- (2) purchase of 911 equipment and upgrades;**
- (3) maintenance and license fees for 911 equipment;**
- (4) training of personnel, not to include salaries;**
- (5) monthly recurring charges billed by service suppliers;**
- (6) installation, service establishment and nonrecurring start-up charges billed by the service supplier;**
- (7) charges for capital improvements and equipment or other physical enhancements to the 911 system;**
- (8) the original acquisition and installation of road signs designed to aid in the delivery of emergency service**

K.S.A. 12-5375(c) provides that:

“The 911 coordinating council shall annually review expenditures of 911 funds reported on the annual report for each PSAP and shall appoint a committee to review such expenditures. If the committee determines that a reported expenditure was not authorized by this act, the committee shall request that the expenditure be refunded by the PSAP to the PSAP’s 911 account. If a PSAP does not concur with the finding of the committee, the PSAP may request a review of the decision of the committee before the 911 coordinating council. If the 911 coordinating council, based upon information obtained from an audit of the PSAPs, determines that any PSAP has used any 911 fees for any purpose other than those authorized in this act, the governing body for such PSAP shall repay all such moneys used for any unauthorized purposes to the 911 fee fund of such PSAP. Upon a finding that the expenditure was made intentionally from the 911 fee fund of such PSAP for a purpose clearly established as an unauthorized expenditure, the 911 coordinating council may require such PSAP to pay the lesser of \$500 or 10%, of such misused moneys, to the LCPA for deposit in the 911 state grant fund. No such repayment of 911 fees shall be imposed pursuant to this section except upon the written order of the council. Such order shall state the unauthorized purposes for which the funds were used, the amount of funds to be repayed and the right of such PSAP to appeal to a hearing before the Kansas office of administrative hearings. Any such PSAP may, within 15 days after service of the order, make a written request to the council for a hearing thereon. Hearings under this subsection shall be conducted in accordance with the provisions of the Kansas administrative procedure act.”

On March 1, 2016, [XYZ Emergency Communications Center] (hereinafter “the PSAP”) filed the annual expenditure report as required by law. The report was reviewed by the Expenditure Review Committee per Council policy. After review, the Expenditure Review Committee (ERC) determined that [Description of Expenditure] was not an allowable expenditure under K.S.A.



12-3575(a) [Basis for ERC Decision]. The PSAP was notified of this decision, on [Date of Notification] and asked to refund their 911 fee account for the amount of the expenditure, [\$ Amount of Expenditure]. The notification to the PSAP included a description of the expenditure, the reasoning of the ERC in making its decision, and the PSAPs right to Council review of the decision upon notification to the Council within 15 days. The PSAP disagreed with the ERC decision and refused to reimburse their 911 account for the disallowed expenditure. On [Date of Council Review Request] the PSAP filed written request for review of the ERC's decision by the Council.

On [Date of Review Hearing] the Council, during a regular meeting, reviewed the decision of the ERC. The PSAP was present and presented their position on the expenditure. The ERC presented the basis for its decision. After careful consideration, the Council on a motion by [Council Member making motion] to find that the expenditure was not allowable under K.S.A. 12-5375(a), voted on this matter. By a vote of [Number of Aye votes] aye and [Number of Nay votes] nay, the Council found that the expenditure was not allowable under K.S.A. 12-5375(a). On a motion by [Member making motion for penalty] to find that the expenditure was made intentionally from the 911 fee fund of such PSAP for a purpose clearly established as an unauthorized expenditure, pursuant to K.S.A. 12-5375(c), the Council voted. By a vote of [# Aye] aye and [# Nay] nay, the expenditure was found to have been made intentionally from the 911 fee fund of the PSAP for a purpose clearly established as an unauthorized expenditure.

The Council finds that [XYZ Emergency Communications Center] intentionally and improperly expended 911 fee funds in the amount of [\$ Amount of Expenditure] for [Description of Expenditure], said expenditure having insufficient nexus to the delivery and processing of 911 calls and for a purpose clearly established as an unauthorized expenditure of 911 funds. The Council hereby demands that the amount of this expenditure ([\$ Amount of Expenditure]) be immediately refunded to the 911 fee fund account of [XYZ Emergency Communications Center], pursuant to K.S.A. 12-5375(c). The Council further orders that a penalty of 10% of the total expenditure, [Amount of Penalty], be immediately remitted to the Local Collection Point Administrator for deposit in the State Grant Fund.

Pursuant to K.S.A. 12-5375 (c), [XYZ Emergency Communications Center] is hereby notified of their right to appeal this decision and order of the Council. The PSAP may, within 15 days of receipt of this Notice of Unallowable 911 Fee Expenditure and Order Demanding Repayment of Funds, may request a hearing before the Kansas Office of Administrative Hearings. Such request for hearing should be submitted via the Council's web portal. Any action of the Council taken as a result of such hearing is subject to review in accordance with the Kansas judicial review act.

By order of the Kansas 911 Coordinating Council, effective this _____ day of September, 2019.



Kansas 911 Coordinating Council

James R. "Dick" Heitschmidt, Chairman

8 Help and Assistance

For help and assistance, please contact:

Scott Ekberg, NG911 Administrator, phone email

Lori Alexander, NG911 Liaison, phone, email



Kansas 9-1-1 Coordinating Council
P.O. Box 842
618 Commercial St
Emporia, KS 66801-3969

August 20, 2019

Kansas Association of School Boards
c/o Carol Pitts
1420 SW Arrowhead Rd
Topeka, KS 66604

Subject: Public Service Announcement Contest

Dear Ms. Pitts,

The Kansas 911 Coordinating Council is updating our statewide public service announcement regarding Text-to-911. This public service announcement is shared across the State and posted on our website for Emergency Communication Centers to utilize or for the public to view and learn about this technology.

The Kansas 911 Coordinating Council would like to invite Kansas High School video, technology or the like classes to participate in creating the updated Public Service Announcement. Those who chose to participate will submit a video to the Council by December 20, 2019 where each video will be voted on. The winner will receive a \$500 donation to the High School's technology department and the runner up will receive a \$250 donation to the High School's technology department. Announcements of the winner and runner up will be announced the by March 1, 2020.

The Council is asking the Kansas Association of School Boards to disseminate this opportunity to the Kansas High Schools. We invite all entries to visit <https://www.kansas911.org/public%20education/> to review our current PSA for an idea of where we have been. It is the Council's goal to show success stories of Text-to-911 and how this technology has helped citizens and responders alike.

Attached is a list of 911 call summaries from 911 centers across the state who have taken successful text-to-911 calls. These stories are shared for an idea of what type of calls we have taken, but not necessarily required for use in the video. We request this video be no more than 45 seconds long.

The Kansas 911 Coordinating Council is looking to convey it's message of "Call if You Can, Text if You Can't" while updating the visual content of our video and outlining some of our success stories since the inception of this new technology.

A handwritten signature in black ink that reads "Melanie Bergers".

Melanie Bergers
Chair, Text-To-911 Subcommittee
(785)-221-9279
Textto911chair@Kansas911.org

Text to 911

Kansas Success Stories

A deaf or hard of hearing individual reported hitting a deer on the highway and was very comfortable in giving information to get officers to her location.

A text from a female helped officers subdue a subject who had warrants by passing his location to 911 while she was sitting in the car listening to him brag about not being caught.

Some people text to 911 because normally their cell signal will not reach from where they live.

Another County received a text from a female who thought someone was in her house. Turned out that it was not the case, but the woman felt much more secure texting than trying to call.

Officers responded to a liquor store after receiving a text about an unruly customer and were able to resolve the issue quickly and without incident.

Residents who have used text to 911 frequently have given their dispatchers practice at handling the calls.

A text which thwarted a hostage situation and a number of prowler calls have also been received.

There have been plenty of texts received from the new Apple watches, but they have not been emergencies.

A domestic situation worked out really well, due to the use of text to 911.

Texts regarding a two-vehicle accident and other calls about suspicious activity have been received.

A text from a female who was concerned for noises she was hearing around her house aided Officers to scare off the prowler.

A text about a domestic with a weapon involved assisted to resolve the situation with the suspect being taken into custody and the caller was not harmed.

Text to 911 was utilized during a domestic situation where the victim could not make a phone call due to the threat of violence. Officers arrested the subject without incident.

In another County, they have tested text to 911 during an active shooter scenario to provide training for dispatch as well as students to show how effective text to 911 could be during a high priority incident.



Kansas 9-1-1 Coordinating Council
P.O. Box 842
618 Commercial St
Emporia, KS 66801-3969

August 20, 2019

Kansas Department of Education
900 SW Jackson St
Topeka, KS 66612

Subject: Public Service Announcement Contest

To Whom it May Concern,

The Kansas 911 Coordinating Council is updating our statewide public service announcement regarding Text-to-911. This public service announcement is shared across the State and posted on our website for Emergency Communication Centers to utilize or for the public to view and learn about this technology.

The Kansas 911 Coordinating Council would like to invite Kansas High School video, technology or the like classes to participate in creating the updated Public Service Announcement. Those who chose to participate will submit a video to the Council by December 20, 2019 where each video will be voted on. The winner will receive a \$500 donation to the High School's technology department and the runner up will receive a \$250 donation to the High School's technology department. Announcements of the winner and runner up will be announced the by March 1, 2020.

The Council is asking the Kansas Department of Education to disseminate this opportunity to the Kansas High Schools. We invite all entries to visit <https://www.kansas911.org/public%20education/> to review our current PSA for an idea of where we have been. It is the Council's goal to show success stories of Text-to-911 and how this technology has helped citizens and responders alike.

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**Kansas 911 Coordinating Council
Summary
For the Seven Months Ending July 31, 2019**

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 19 Budget Remaining
Revenue					
Telcom Income	\$2,744,999.70	\$1,957,155.00	\$13,365,396.90	\$13,700,085.00	\$10,120,463.10
Prepay Fee Income	132,303.05	168,839.33	655,031.33	1,181,875.31	1,371,040.67
PSAP 911 Services Payments	321,182.65	294,284.08	2,177,558.06	2,059,988.56	1,353,850.94
Interest Income	6,825.64	6,612.92	55,473.48	46,290.44	23,881.52
Total Revenue	\$3,205,311.04	\$2,426,891.33	\$16,253,459.77	\$16,988,239.31	\$12,869,236.23
PSAP Expenses					
PSAP Payments	1,738,116.80	1,709,493.17	11,023,328.46	11,966,452.19	9,490,589.54
PSAP Minimum Quarterly Payments	95,000.00	105,608.83	675,001.80	739,261.81	592,304.20
Total PSAP Expenses	\$1,833,116.80	\$1,815,102.00	\$11,698,330.26	\$12,705,714.00	\$10,082,893.74
Operating Expenses					
Personnel Contracts	16,473.97	32,282.92	180,223.27	225,980.44	207,171.73
Council Meeting Expenses	0.00	716.67	635.02	5,016.69	7,964.98
Committee Meeting Expenses	360.54	375.00	1,830.91	2,625.00	2,669.09
Other Administrative Costs	5,437.27	5,633.34	22,195.03	39,433.38	45,404.97
Total Operating Expenses	\$22,271.78	\$39,007.93	\$204,884.23	\$273,055.51	\$263,210.77
Contractual Costs					
AT&T Service Contracts	557,266.15	1,022,249.99	4,420,019.51	7,155,749.93	7,846,980.49
LCPA Contract	10,837.50	10,837.50	77,355.25	75,862.50	52,694.75
Other Contract Costs	43,564.88	117,888.33	954,589.28	825,218.31	460,070.72
Total Contractual Costs	\$611,668.53	\$1,150,975.82	\$5,451,964.04	\$8,056,830.74	\$8,359,745.96
Total Expenses	2,467,057.11	3,005,085.75	17,355,178.53	21,035,600.25	18,705,850.47
Other Income					
Investment Interest/Dividends	15,328.95	15,833.34	150,151.74	110,833.38	39,848.26
Gain/Loss on Investment	(16,300.01)	0.00	175,670.27	0.00	(175,670.27)
Total Other Income	(\$971.06)	\$15,833.34	\$325,822.01	\$110,833.38	(\$135,822.01)
Other Expense					
Investment Fees	4,797.08	5,000.00	38,281.67	35,000.00	21,718.33
Total Other Expense	\$4,797.08	\$5,000.00	\$38,281.67	\$35,000.00	\$21,718.33
Net Other Income and Expense	(\$5,768.14)	\$10,833.34	\$287,540.34	\$75,833.38	(\$157,540.34)
Net Change in Net Assets	\$732,485.79	(\$567,361.08)	(\$814,178.42)	(\$3,971,527.56)	(\$5,994,154.58)
Operating Expense Percentage			1.25%		

**Kansas 911 Coordinating Council
911 State Fund
For the Seven Months Ending July 31, 2019**

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 19 Budget Remaining
Revenue					
Telcom Income	\$2,744,999.70	\$1,957,155.00	\$13,365,396.90	\$13,700,085.00	\$10,120,463.10
Interest Income	3,427.56	4,331.46	17,241.47	30,320.22	34,736.05
Total Revenue	\$2,748,427.26	\$1,961,486.46	\$13,382,638.37	\$13,730,405.22	\$10,155,199.15
PSAP Expenses					
PSAP Payments	1,738,116.80	1,709,493.17	11,023,328.46	11,966,452.19	9,490,589.54
PSAP Minimum Quarterly Payments	95,000.00	105,608.83	675,001.80	739,261.81	592,304.20
Total PSAP Expenses	\$1,833,116.80	\$1,815,102.00	\$11,698,330.26	\$12,705,714.00	\$10,082,893.74
Operating Expenses					
Other Administrative Costs	1,367.11	0.00	4,169.31	0.00	(4,169.31)
Total Operating Expenses	\$1,367.11	\$0.00	\$4,169.31	\$0.00	(\$4,169.31)
Contractual Costs					
Total Expenses	1,834,483.91	1,815,102.00	11,702,499.57	12,705,714.00	10,078,724.43
Other Income					
Investment Interest/Dividends	3,733.35	3,024.17	35,575.97	21,169.19	714.03
Gain/Loss on Investment	(3,454.99)	0.00	35,042.08	0.00	(35,042.08)
Total Other Income	\$278.36	\$3,024.17	\$70,618.05	\$21,169.19	(\$34,328.05)
Other Expense					
Investment Fees	0.00	1,000.00	7,229.48	7,000.00	4,770.52
Total Other Expense	\$0.00	\$1,000.00	\$7,229.48	\$7,000.00	\$4,770.52
Net Other Income and Expense	\$278.36	\$2,024.17	\$63,388.57	\$14,169.19	(\$39,098.57)
Net Change in Net Assets	\$914,221.71	\$148,408.63	\$1,743,527.37	\$1,038,860.41	\$37,376.15

**Kansas 911 Coordinating Council
911 Grant Fund
For the Seven Months Ending July 31, 2019**

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 19 Budget Remaining
Revenue					
Prepay Fee Income	\$132,303.05	\$168,839.33	\$655,031.33	\$1,181,875.31	\$1,371,040.67
PSAP 911 Services Payments	321,182.65	294,284.08	2,177,558.06	2,059,988.56	1,353,850.94
Interest Income	3,398.08	2,281.46	38,232.01	15,970.22	(10,854.53)
Total Revenue	\$456,883.78	\$465,404.87	\$2,870,821.40	\$3,257,834.09	\$2,714,037.08
Operating Expenses					
Personnel Contracts	16,473.97	32,282.92	180,223.27	225,980.44	207,171.73
Council Meeting Expenses	0.00	716.67	635.02	5,016.69	7,964.98
Committee Meeting Expenses	360.54	375.00	1,830.91	2,625.00	2,669.09
Other Administrative Costs	4,070.16	5,633.34	18,025.72	39,433.38	49,574.28
Total Operating Expenses	\$20,904.67	\$39,007.93	\$200,714.92	\$273,055.51	\$267,380.08
Contractual Costs					
AT&T Service Contracts	557,266.15	1,022,249.99	4,420,019.51	7,155,749.93	7,846,980.49
LCPA Contract	10,837.50	10,837.50	77,355.25	75,862.50	52,694.75
Other Contract Costs	43,564.88	117,888.33	954,589.28	825,218.31	460,070.72
Total Contractual Costs	\$611,668.53	\$1,150,975.82	\$5,451,964.04	\$8,056,830.74	\$8,359,745.96
Total Expenses	632,573.20	1,189,983.75	5,652,678.96	8,329,886.25	8,627,126.04
Other Income					
Investment Interest/Dividends	11,595.60	12,809.17	114,575.77	89,664.19	39,134.23
Gain/Loss on Investment	(12,845.02)	0.00	140,628.19	0.00	(140,628.19)
Total Other Income	(\$1,249.42)	\$12,809.17	\$255,203.96	\$89,664.19	(\$101,493.96)
Other Expense					
Investment Fees	4,797.08	4,000.00	31,052.19	28,000.00	16,947.81
Total Other Expense	\$4,797.08	\$4,000.00	\$31,052.19	\$28,000.00	\$16,947.81
Net Other Income and Expense	(\$6,046.50)	\$8,809.17	\$224,151.77	\$61,664.19	(\$118,441.77)
Net Change in Net Assets	(\$181,735.92)	(\$715,769.71)	(\$2,557,705.79)	(\$5,010,387.97)	(\$6,031,530.73)

KANSAS 911 COORDINATING COUNCIL
Balance Sheet
Wednesday, July 31, 2019

	<u>Current YTD</u>
Assets:	
Cash	
911 State Fund	\$2,634,320.97
911 Grant Fund	1,891,055.79
Total Cash	<u>4,525,376.76</u>
Investments	
911 State Fund Investments	2,072,913.04
911 Grant Fund Investments	7,160,486.16
Total Investments	<u>9,233,399.20</u>
Accounts Receivable	2,770,582.36
Prepaid Expenses	115,292.38
Total Assets	<u><u>16,644,650.70</u></u>
Liabilities	
Accounts Payable	3,602,094.45
Accrued Expenses	
Accrued Accounts Payable - PSAP Payments	
Accrued Accounts Payable - PSAP Minimum Payments	380,000.00
Accrued Accounts Payable - Arrears	121,402.76
Accrued Accounts Payable	
Total Accrued Expenses	<u>501,402.76</u>
Deferred Revenue	<u>1,801,808.87</u>
Total Liabilities	5,905,306.08
Equity	
Fund Balance - Unrestricted	10,739,344.62
Total Liabilities and Equity	<u><u>16,644,650.70</u></u>



Kansas 911 Coordinating Council
GIS Committee Update
October 7, 2019

CY2019 Q3 Maintenance Submission Status

- Q3 deadline is September 30. Q3 data submission statistics will be provided at the meeting.

Orthoimagery Update

- Hexagon/Valtus web service successfully migrated to Amazon Web Services platform. No technical issues reported.
- Central, KS CIR reprocessing/redelivery scheduled for November, 2019

Call Handling Mapping Solution:

- Developing map & geocoding services to support the mapping components of Radius Plus

NG911 Program Portal:

- Menu item redesign
- Added ability for non-traditional PSAPs to register
- Call location map – in-progress
- Ongoing enhancements to the Expenditure Module & TSP Module
- Maintenance & hosting of program portal

NG911 GIS Toolbox:

- Ongoing updates, next release schedule for October, 2019 after Q3 data submission deadline
- Enhancements to support West Enterprise Geospatial Data Management System (EGDMS), topology verification and exceptions

General Update Items

- GIS Imagery Network Attached Storage (NAS) devices – 100 built & shipped to date
- Call Handling Solution map templates (Vesta Locate) – 87 templates published & maintained

Outreach activities

- NG911 GIS User Group webinar
 - CY2019 Q3 webinar, September 5, 2019
 - Slides and webinar recordings are available at <https://www.kansas911.org>
- Kansas Association of Mappers:
 - NG911 GIS Data Maintainer certification class, Tuesday, October 15, 9 am – 12 pm
 - 2019 Q4 NG911 User Group meeting
- Oklahoma NG911 GIS Committee

Geospatial Call Routing

- 92 PSAPs operating off of a geoMSAG
- System wide conversion to geoMSAG nearing completion
- Ongoing data maintenance

Scott Ekberg

From: Sherry Massey <smassey@dkcoks.org>
Sent: Monday, September 30, 2019 16:57
To: Scott Ekberg
Subject: Subgrant Application from Chanute PD

Scott,

The Subgrant Committee has received an application from Chanute PD for a grant for radio equipment to be used in the PSAP they are building.

It is the Committee's opinion that the proposed project absolutely meets the guidelines of the grant. However, because this is a brand new PSAP that is not yet taking 911 calls, the Committee feels this application does not for pre-approval and as such should go before the full Council for consideration.

I've included Chanute's initial grant application and response to Committee questions below.

Thank you,

Sherry Massey
Subgrant Committee, KS 911 Coordinating Council

Chanute's initial application

Date:	09-19-2019
User:	Raymond Hale
Contact:	Raymond Hale
Description:	The City of Chanute is establishing a 911 communication center (PSAP) in Chanute Kansas. We are starting from the ground floor, building from scratch. We will have all radio capabilities for first responders in Neosho County if and when needed as a primary and or back up system.
Benefit:	The Chanute Police Department (VHF&800) Chanute Fire Department (VHF&800) Chanute Public Works (Primary) Neosho County Sheriff, Neosho County Wide, Neosho County Road and Bridge, Erie Police Department, St. Paul Fire, Thayer Fire (secondary)
Implementation Plan:	Listed equipment, once installed, and personnel hired will be trained on how to use, trouble shoot, when it doesn't work properly. Lead time up to four to six week turn around once items have been ordered.
Use:	Implementation of 911 services
Amount:	\$ 66,289.30
Grant :	\$ 39,773.58

Match :	\$ 26,515.72
PSAPS:	NOCH

Chanute's reply to questions about the status of construction on the new PSAP and estimated date to start service

Sherry,

Thank you for replying to my grant request so promptly. The City of Chanute has been and will continue with the construction of the building that we will utilize for our 911 Communications Center (PSAP). We have done several things to the rooms in preparation for the center, such as, but not limited to:

- Redoing the HVAC, trunk lines, in the room itself, along with a new condenser
- Installing all the electrical lines, conduit, receptacles, new lighting and new ceiling
- Framed up the inner walls , hung sheet rock all around the room, framed in all the windows.
- Cut out a portion of the south wall, framing them up for an above average window and door for the Directors Office.
- We are now starting to build and will furnish the Directors Office.

We have already purchased two (2) Motorola MIP 5000 VoIP Radio Consoles, along with a Nexlog Communication Recorder. We are currently in the final stages with Xybix, for the purchase of three (3) desks for the dispatchers to utilize while performing their job duties. If I had to say a close percentage on the construction of the room, I would say the dispatching area is around 80% complete. If we had to project a estimated date on when we would be ready to go live, it would be between May and July 2020. This would of course , depend on vendor availability and instillation with hiring personnel.

Thanks,

Chief Hale
Chanute Police Dept.



NG911 Program Management Status

Prepared by Randall White, Program Manager
 Prepared for NG911 Coordinating Council
 Date from August 10, 2019 to October 7, 2019
 Summary Program on schedule, in budget

Status and Accomplishments	Next Steps
Program JEOPARDY : none	Jeopardy : none
Program Escalation : none	Escalation : none
Local Collection Point Administrator (LCPA) On schedule, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> Email PSAPs delinquent on annual report(s) 10% withhold Fed Grant Award Notice and Form 	Kathy Becker , Non-profit Solutions Inc. (NSI) Contract PoP: Jan 1, 2019 thru Dec 31, 2020 <ul style="list-style-type: none"> RFPs for NG911 Administrator, Liaison 911 Federal Grant financial management
DASC Support On schedule, under budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> Call handling mapping RapidDeploy Radius Plus chosen SURDEX disaster imagery compared 184th Intel Wing 	Ken Nelson , GIO (Ken/Eileen have details) Purchase Order expires Dec 31, 2020 <ul style="list-style-type: none"> RapidDeploy Radius Plus map and geocoding services Portal emerging modules, tools, applications
Dickinson County Support On schedule, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> ESInet MSAG and geospatial call routing on-going 911 Federal Grant Guidelines and Application Form 	Sherry Massey , GIS Director and Specialist (Sherry has details) Contract PoP: Jan 1, 2017 thru Dec 31, 2019 <ul style="list-style-type: none"> RapidDeploy Radius Plus map and geocoding services Coordinate geospatial call routing development
Program Management On schedule, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> Rebaseline NG911 Program (RapidDeploy, Grant) Prepare draft Strategic Plan; Legislative Report 	Randall White Consulting LLC Contract PoP: Jan1, 2019 thru Dec 31, 2020 (2, 1-yr renewals) <ul style="list-style-type: none"> Manage action item register, risk management Work escalations and jeopardies
Infrastructure – Call Handling Schedule slip 2 mo's, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> 93 PSAPs on hosted solution plus Yoder Test Facility 93 PSAPs on ESInet 	AT&T : Motorola-Airbus DS; WEST-ECaTS (Scott has details) Contract PoP: Feb 5, 2015 to Sep 14, 2021 option for 2 x 2-yr <ul style="list-style-type: none"> Motorola VESTA R7.2 upgrade SP-2 RapidDeploy Radius Plus demo, trials, training
Implement' Tech. Support Specialist On schedule, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> ESInet migrations PSAP consults and design 	Phillip Ryan , Pryan LLC (Phill has details) Contract PoP: Jan1, 2019 thru Dec 31, 2020 (2, 1-yr renewals) <ul style="list-style-type: none"> Motorola VESTA R7.2 SP-2 evaluation trials, Reno RapidDeploy pilot trials, Reno; annual security review
Kansas 911 Knowledge Center On schedule, On budget (<i>see LCPA report for \$ details</i>) <ul style="list-style-type: none"> Positive Return On Investment (ROI) analysis NEOGOV 	NEOGOV/FirstNet Learning Inc. (Lori Alexander has details) Contract PoP: Sep 15, 2016 to Dec 31, 2019 with 5-year option <ul style="list-style-type: none"> DoA to extend contract NEOGOV-FirstNet after approval
Imagery <ul style="list-style-type: none"> Captured May 2019 EF-4 tornado damage, Linwood, KS, at no additional cost to Council 	SURDEX : PoP July 31, 2020 <ul style="list-style-type: none"> Web services on-demand cloud platform for imagery New contract to provide on-demand disaster imagery
NG911 Broadband Interoperability <ul style="list-style-type: none"> Scott email PSAPs to send broadband gaps and concerns to Sen. Francisco State Broadband Task Force 	Michele Abbott , State Interop Advisory Committee (SIAC) <ul style="list-style-type: none"> Finalize BB Interop Committee Charter with SIAC Define next steps

NOTE: Projects that are complete and contracts that are closed are no longer shown in this PM Status Report.