

NC 911 Board
FUNDING COMMITTEE AGENDA
March 19, 2020

Call Info: 877-402-9753 (8118223#)

2:30 p.m. – 4:30 p.m.

Tab	Topic Description	Presenter
1	Roll Call	Kristen Falco
2	Executive Director's Opening Remarks	Pokey Harris
3	Chair's Opening Remarks	David Bone
4	Approval February 2020 Minutes (Vote Required)	David Bone
5	Funding Reconsiderations <ul style="list-style-type: none"> a. Reconsideration FY2020 Update <ul style="list-style-type: none"> • Raleigh Wake 911 b. Reconsideration FY2021 Update c. Primary Approval Request: <ul style="list-style-type: none"> • Boone PD 911 (Vote required) 	Marsha Tapler
6	Funding Reconsideration Policy Due Date 3 rd Qtr. (Vote Required)	Marsha Tapler
7	PSAP Status Update	Kristen Falco
8	Executive Director's closing Remarks	Pokey Harris

Adjourn



North Carolina 911 Board
Funding Committee Meeting
MINUTES
February 20, 2020
1:00pm – 3:00pm
Phillips Building, Raleigh, NC

Members Present	Members on Phone	Staff Present
	Randy Beeman	Richard Bradford
	Jason Barbour	Ronnie Cashwell
	David Bone	Kristen Falco
	Len Hagaman	Gerry Means
Members Absent	Del Hall	Stanley Meeks
Allen Cress	Stacey Gonyer	Marsha Tapler
Chuck Greene	Melanie Neal	
Candy Miller	Stephanie Wiseman	Staff on the Phone
		Stephanie Conner
Others in Person:	Others on the Phone:	Tina Gardner
Mike Edge	Mike Yaniero	Pokey Harris
Samantha Dutch	Patrick Traitor	David Newberry
	Chris Barnes	Angie Turbeville
	Michael Albertson	
	Johnny Horne	
	Captain Wright (CMPD)	

1. Roll Call –

The meeting was called to order at 1:00 pm by Mr. Bone. Ms. Falco preceded to call the roll.

2. Executive Director Opening Remarks –

Mrs. Harris remarked that most of those attending the meeting were doing so via conference call due to the impending weather and illness. She thanked staff members for working on the funding forecast and reconsiderations.

3. Chairs Opening Remarks –

Mr. Bone offered condolence to Ms. Harris on behalf of the funding committee for the loss of her sister, and also wished her a speedy recovery with her recent bout of the flu.

4. Approval January 2020 minutes – (Vote Required)

Mr. Bone requested a motion to approve the January 2020 minutes. Sheriff Hagaman made the motion, Mr. Hall seconded, and the motion carried.

5. Funding Reconsiderations-(Votes Required)

Boone PD-

Boone PD's FY19 report was finalized, however, there was a discrepancy with their fund balance as listed on their report. Staff is working with PSAP staff to clarify.

Raleigh-Wake 911-

Staff is waiting on documentation to complete Raleigh-Wake 911's FY19 revenue/ expenditure report in order to finalize.

Scotland County Communications (Vote Required)-

Ms. Tapler presented Scotland County's reconsideration request in the amount of \$114,010.02 for upgrading their radio, as the old system would become incompatible with the new radio tower being built by Verizon and Scotland County. Staff recommended approval of the reconsideration. Mr. Bone requested a motion to approve Scotland County's reconsideration. Ms. Neal made the motion, Mr. Beeman seconded, and the motion carried.

CMPD-Charlotte Fire (Vote Required)-

Ms. Tapler presented Charlotte Fire's reconsideration request in the amount of \$114,438. Charlotte Fire for the purchase a new phone system after the date of September 22, 2017. Based on Board policy, Charlotte Fire's phone expenditures would only be allowed at the \$866.96 per approved seat per month. The city of Charlotte did not budget for the increased phone cost that would not be eligible to pay out of their 9-1-1 fund. Charlotte Fire's call volume did not increase and although they had 130,000 calls for service, those are not eligible for consideration as related to funding. Staff did not recommend approval of the reconsideration. David Bone made a motion to accept the staff's recommendation to deny

the reconsideration request for Charlotte Fire. Motion to deny the reconsideration passed by a 5-2 vote.

6. Jacksonville PD Seat Count Request (Vote Required)-

Jacksonville PD requested to add two seats to their seat counts. Staff recommended one seat and an overflow position based on criteria submitted. Mr. Bone requested a motion to approve staff's recommendation of one additional seat for an approved seat count of five, with the one overflow they are allowed, for a total approved seat count to six. Mr. Barbour made the motion, Ms. Neal seconded, and the motion carried.

7. Estimated 3-Year Forecast-Service Charge Rate (Vote Required)-

Ms. Tapler presented the estimated 3-year forecast for the service charge and broke down each year's estimation for CMRS, PSAP distribution, administrative, grant, NG 911, and federal grant funds. The percentage change to the NG and/or grant fund will cause a decrease in funds for the administrative fund since those two funds come off the top of the total collection. It was noted that in the forecast, the percentage amount designated to the administrative fund would increase by half of one percent over the next three years as additional staff members are hired and with the costs of travel, however, that some of the travel expenses could go down. It was also noted that the NMAC staff and network engineer expenditures fall under the NextGen fund, and not the administrative fund. There is no anticipated reason to increase or decrease the service charge for next fiscal year. Mr. Bone requested a motion. Ms. Neal made the motion, Mr. Hall seconded, and the motion carried.

8. Funding Model Talking Points

Ms. Harris discussed the cost shift from a legacy 9-1-1 environment to a NextGen 9-1-1 environment. PSAPs will see the costs for selective routing, additional trunks, wireless Phase II routing, ANI per 1000, and DBMS per 1000 come off their phone bills as they are migrating to ESInet. Those charges do not go away, but will be billed directly to the Board by AT&T, and so the PSAPs will see a change in their distributions to reflect those amounts as they will now be paid directly by the 911 Board instead of PSAPs paying for them out of their fund. Financial staff will be meeting with PSAP managers and their finance directors to discuss this cost shift so

that the PSAP will have ample time to budget properly and know what to expect going forward.

Ms. Harris also introduced the PSAP Assistance Team (PAT) concept and what the PAT's roles will be in assisting PSAPs with their planning, future purchases, growth and changes in technology, assistance in creating a technology plan and assisting with best practices in creating a capital improvement plan to influence the amount of funding reconsiderations needed by the PSAPs.

In keeping engaged with APCO, NENA, and other key stakeholder leadership, a meeting is planned for March with the APCO and NENA respective Boards at a combined meeting. This is the first of expected meeting with the various stakeholder groups.

Staff is working on definitions for implemental functions to provide the PSAPs with a clearer understanding on what can be billed under the implemental functions section on the revenue expenditure reports.

In April, Board staff will be hosting a two-day PSAP managers meeting to discuss backup capabilities for the PSAPs in a NextGen environment and how to maximize those capabilities to the benefit of the PSAPs.

9. PSAP Status Update

Ms. Falco reported out financial staff's progress on completing reviews for all PSAPs for their FY2018 reporting period, and current status of reviews for the FY2019 reporting period.

10. Executive Director's closing Remarks

Ms. Harris welcomed the two new regional coordinators, David Newberry and Stephanie Conner. She thanked funding committee members for absorbing the information presented and for making difficult decisions during the funding committee meeting and shared her enthusiasm for the PAT concept.

The meeting was adjourned at 2:27pm

North Carolina 911 Board

PSAP Name: Town of Boone
 Contact Name: Amy Davis
 Contact Address: PO Drawer 192
 City: Boone
 Zip: 28698
 Contact Email: amy.davis@townofboone.net

Instructions: All requests for review of PSAP Distribution amount must use this form with each request. Please do not change block descriptors, formulas or formatting.
*****PLEASE SEE INSTRUCTIONS tab for further details*** All requests are due by February 28, 2020. Email this form and all supporting documentation to marsha.tapler@nc.gov. If you have questions regarding this form or filing a request, please call Marsha Tapler at 919-754-6344 or email.**

ESTIMATED FY2019 Emergency Telephone System Fund Balance: \$108,839.00

	FY2020 Requested Increase Amount ONE-TIME Capital Purchase Cost	FY2020 Requested Increase Amount Recurring MONTHLY Cost	FY2020 Requested Increase Amount Recurring ANNUAL Cost	Comments
PHONE & FURNITURE Expenditure				
Phone Lease		9,473.33		E+ Lease
TOTAL	\$0.00	\$9,473.33	\$0.00	

List expenditures to be applied to fund balance and submit quotes or invoices for review.:

Total remaining Fund balance: \$0.00

Items below this cell are to be completed by 911 Board Staff

APPROVED FY2020 FUNDING	\$128,936.28
FY2021 Anticipated Monthly Recurring	\$24,894.72
Carry forward amount needed to keep fund at 10%	\$11,770.39

Requested FY2021 Funding \$165,601.39

Maximum 20% carry forward amount: \$23,540.77
 Carry forward procedure for funding reconsiderations is 10%. \$11,770.39

Request of additional funds in the amount of \$36,665.11.

TEMPLATE

FY2020 Funding Reconsideration Worksheet:

PSAP Name:

Boone PD

FY2019 Ending Fund Balance	\$108,839.00
PSAP Funding Distribution for FY2020	\$128,936.28
Approved Budgeted Operational for fiscal year.	\$107,670.00
Approved Budgeted Capital for fiscal year.	\$155,000.00
Fund balance before carry forward:	-\$24,894.72

10% allowable carryforward: \$11,770.39
Based of FY 2016/2017 & 2017/2018

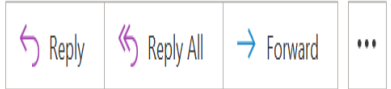
Total Remaining Fund Balance for Use: -\$36,665.11
Phone Lease

RE: [External] Funding Reconsideration Boone




Amy Davis <Amy.Davis@townofboone.net>

To: Tapler, Marsha



Fri 3/13/2020 11:38 AM

 If there are problems with how this message is displayed, click here to view it in a web browser.

CAUTION: External email. Do not click links or open attachments unless you verify. Send all suspicious email as an attachment to report.spam@nc.gov

Marsha,

Please accept this email as confirmation that the Town needs funding reconsideration for both the current fiscal year (2019/2020) & the upcoming fiscal year (2020/2021).

For several fiscal years prior to the PSAP reports being completed in the Finance Department, invoices for items eligible & paid for from the 911 SRF were omitted from the annual PSAP reports in error. This resulted in 1) overstatement of fund balance 2) reduction in expenditures which both resulted in decreased annual 911 funding. A multi year review was performed by Marsha Tapler in May 2019 in an effort to assist the Town to get back on track with balancing & reporting. Looking forward I believe our funding should return to normal levels within the next two fiscal years & will no longer require funding reconsiderations at that point in time.

I sincerely appreciate the efforts of 911 Board staff & the Board's willingness to assist the Town through this transition period.

Thank you,

Amy Davis

Finance Director

Sent from my Verizon, Samsung Galaxy smartphone

4. Include justification answering the following questions:

The new funding model is based upon actual expenses: please explain why do you need additional expenses?

Fiscal years 2014/2015 through 2017/2018 required a retroactive review provided by Marsha Tapler in June 2019. This was due to the omission of expenditures (paid for out of the E-911 fund) that were left off the annual PSAP reports in error. This review was necessary to true up expenditures and actual fund balance. The end result was a transfer from the Town's general fund to the E-911 fund totaling \$40,187. The Town also received a funding reconsideration for FY 2018/2019 from the E-911 board totaling \$79,627. Due to the funding calculation being based on actual expenditures, it will take the Town approximately three fiscal years to reach a level of adequate E-911 funding to support the Town's actual expenditures. Reconsiderations are forecasted to be phased out by FY 2021/2022. Currently we do not receive enough funding to cover annual expenses.

If your requests are based upon capital expenditures for the next year, have you considered a grant from the 911 Board for the program?

Capital expenditures for the two fiscal years we are requesting reconsideration for a merely a continuation of existing leased equipment.

Please explain how the additional funding will improve your efficiency for delivering 911 services.

At this time the additional funding will help the Town work towards allocations supportive of actual E=911 eligible expenditures. These funding reconsideration requests are geared more sustaining operations than enhancement.

5. Please explain in detail how the current fund balance will be used to offset increases in expenses.

All fund balances accumulated will be applied to the budget shortfall in accordance with the E-911 boards fund balance retention/carry forward limitations and policies.

6. Complete time line of completion for capital expenses.

The equipment the Town is using will come off lease in June 2021. PC workstations were replaced in FY 2019/2020, so following a three-year replacement schedule, will not require replacement until FY 2022/2023. The Town plans to move forward with ESInet conversion as soon as location plans are evaluated. The Town's facility that currently houses Communications is currently on the market. The Town has acquired acreage, and is moving forward with a new Municipal Complex that will house Communications.

7. Provide 5-year technology plan.

Please see attached...

8. FY2019 Itemized Budget Detail must be provided.

Please see attached...

RECEIVED



Tel (703) 984-8400
Fax (703) 984-8600

13595 DULLES TECHNOLOGY DRIVE
HERNDON, VA 20171-3413

DEC 23 2019
TOWN OF BOONE FINANCE OFFICE

Invoice # 588081	Customer # NCM141
Invoice Date 12/16/2019	Due Date 02/01/2020

INVOICE

Pay This Amount
\$ 4,930.59

INVOICE TO:

REMIT TO:

TOWN OF BOONE POLICE DEPT
ATTN: BPD COMMUNICATIONS
PO DRAWER 192
BOONE, NC 28607-6108

EPLUS GROUP INC FOR BENEFIT OF
PNC BANK, ESCROW AGENT
P.O. BOX 392458
CLEVELAND, OH 44193

Lease #: NCM141-1 COMPUTER EQUIPMENT Invoice Period: 02/01/2020 - 02/29/2020

Location	Model #	Serial #	Description	Amount
BOONE, NC				
	000015	FW60CM3G14001250	BOONE POLICE BLAC	\$ 49.99
	00010	FGT60D4615059386	BOONE POLICE DPT	\$ 431.21
	00012	2UA549378M	BOONE POLICE TURN	\$ 577.69
	00014	PHBHB05795	BOONE POLICE 24X7	\$ 1,813.40
	00016	CN59DRR0GZ	BOONE POLICE SMS	\$ 316.84
	870899-0104R6.0	00225A	BOONE POLICE DPT	\$ 1,429.70
	RENTAL PAYMENT			\$ 4,618.83
	SALES TAX - NC			\$ 311.76
			Location Total Payment:	\$ 4,930.59

Invoice SubTotals	Amount
Invoice Subtotal:	\$ 4,618.83
Sales Tax:	\$ 311.76
Invoice Total:	\$ 4,930.59

PUBLIC SAFETY-EMERGENCY 911
011-500-304 57410
[Signature]
DEPARTMENT HEAD SIGNATURE

Any communication concerning disputed debts, including any instrument tendered as full satisfaction of the disputed debt, are to be sent to General Counsel, C/O Customer Disputes, 13595 Dulles Technology Drive, Herndon, VA 20171-3413. Make all checks payable to remit to address above. If you have any questions concerning this invoice, please email TeamQA-FinanceBilling@eplus.com. TERMS: Net, Cash on Due Date. Pursuant to contract, late charges may apply for payments not made when due. Please refer to our Invoice No. on your remittance.

RECEIVED



Tel (703) 984-8400
Fax (703) 984-8600

13595 DULLES TECHNOLOGY DRIVE
HERNDON, VA 20171-3413

TOWN OF BOONE
FINANCE OFFICE

Invoice # 588082 Customer # NCM141
 Invoice Date 12/16/2019 Due Date 02/01/2020
 Pay This Amount \$ 5,182.17

INVOICE

INVOICE TO:

REMIT TO:

TOWN OF BOONE POLICE DEPT
 ATTN: BPD COMMUNICATIONS
 PO DRAWER 192
 BOONE, NC 28607-6108

EPLUS GROUP INC FOR BENEFIT OF
 PNC BANK, ESCROW AGENT
 P.O. BOX 392458
 CLEVELAND, OH 44193

Lease #: NCM141-2 COMPUTER EQUIPMENT Invoice Period: 02/01/2020 - 02/29/2020

Location	Model #	Serial #	Description	Amount
BOONE, NC				
	5YR SVCS	NCM141-2-SVCS	5 YEARS FIELD SER	\$ 917.91
	ENGR-PROGRAM	NCM141-2-1	ENGINEERING AND P	\$ 197.08
	FREIGHT	NCM141-2-FREIGHT	FREIGHT	\$ 48.03
	INSTALL	NCM141-2-INSTALL	INSTALL TRAINING	\$ 499.46
	J9623A#ABA	CN59DRR1CB	LAN SWITCH	\$ 456.02
	L3358A	322CRY0092	CONSOLE ELECTRONI	\$ 456.00
	L3358A	322CRY0093	CONSOLE ELECTRONI	\$ 456.00
	L3358A	322CRY0094	CONSOLE ELECTRONI	\$ 456.00
	Z440	2UA5492VCG	CONSOLE SYSTEM DA	\$ 456.00
	Z440	2UA5492VHP	CONSOLE SYSTEM DA	\$ 456.00
	Z440	2UA5492YBY	CONSOLE SYSTEM DA	\$ 456.00
	Rental Payment			\$ 4,854.50
	SALES TAX - NC			\$ 327.67
			Location Total Payment:	\$ 5,182.17

Invoice SubTotals	Amount
Invoice Subtotal:	\$ 4,854.50
Sales Tax:	\$ 327.67
Invoice Total:	\$ 5,182.17

PUBLIC SAFETY-EMERGENCY 911
 011-500-304 574100
 [Signature]
 DEPARTMENT HEAD SIGNATURE

Any communication concerning disputed debts, including any instrument tendered as full satisfaction of the disputed debt, are to be sent to General Counsel, C/O Customer Disputes, 13595 Dulles Technology Drive, Herndon, VA 20171-3413. Make all checks payable to remit to address above. If you have any questions concerning this invoice, please email TeamQA-FinanceBilling@eplus.com. TERMS: Net Cash on Due Date. Pursuant to contract, late charges may apply for payments not made when due. Please refer to our Invoice No. on your remittance.

Town of Boone
 Actuals and Budget Comparison Without Encumbrance - FINAL BUDGET FORMAT 2
 For All Revenue, Expense, Accounts - Zero Balance Accounts NOT Included

Account	Description	Actuals		Approved		Actuals		March - June		FY Estimate		Requested		Recommended		Approved	
		2018 (Prd 01-12) 07/01/17 - 06/30/18	2019 (Prd 01-07) 07/01/18 - 01/31/19	2019 (Prd 01-12) Normal	2019 (Prd 08-12) Normal	2019 (Prd 01-12) Normal	2019 (Prd 01-12) Normal	2020 (Prd 01-12) Normal	2020 (Prd 01-12) Normal	2020 (Prd 01-12) Normal	2020 (Prd 01-12) Normal						
Fund 011: EMERGENCY 911																	
Dept 500: PUBLIC SAFETY																	
Div 000: NON-DIVISIONAL																	
Account: Revenue																	
011-500-000-423003	E-911 SERVICE CHARGE	115,020.44-	73,810.22-	133,135.00-	206,945.22-	280,755.44-	144,348.40-	144,348.00-	128,936.00-								
011-500-000-423004	E-911 SERVICE CHARGE FUND	0.00	0.00	93,500.00-	93,500.00-	83,500.00-	104,651.60-	118,322.00-	133,734.00-								
011-500-000-461201	INTEREST EARNED ON INVEST	311.41-	242.85-	0.00	242.85-	485.70-	0.00	0.00	0.00								
011-500-000-499900	APPROPRIATED FUND BALANCE	0.00	0.00	29,170.00-	29,170.00-	29,170.00-	249,000.00-	0.00	0.00								
	NET Account: Revenue:	115,331.85-	74,053.07-	255,805.00-	329,858.07-	403,911.14-	249,000.00-	262,670.00-	262,670.00-								
	TOTAL Div 000: NON-DIVISIONAL:	115,331.85-	74,053.07-	255,805.00-	329,858.07-	403,911.14-	249,000.00-	262,670.00-	262,670.00-								

Fiscal Year 2020 - Budget Amendment for Receipts

Estimated Service fee Collection March-June 2020 \$22,845,037

NG 911 Account Balance as of Jun 30, 2019 \$44,749,222

Transactions through February 2020

NG 911 Receipts	\$9,277,084
Paid Expenses	\$2,172,520
Remaining Budgeted Expenditures	\$18,533,085
Subtotal	<u>\$11,428,521</u>
Service Fee Collection March-June 2020	<u>\$3,655,206</u>
Use of Fund Balance	<u>\$7,773,316</u>
Ending balance June 30, 2020	<u><u>\$36,975,906</u></u>

ADMIN Account Balance as of Jun 30, 2019 \$1,657,574

Transactions through February 2020

ADMIN Receipts	\$596,979
Paid Expenses	\$627,806
Remaining Budgeted Expenditures	\$913,354
Subtotal	<u>\$944,181</u>
Service Fee Collection March-June 2020	<u>\$180,476</u>
Use of Fund Balance	<u>\$763,705</u>
Ending balance June 30, 2020	<u><u>\$893,869</u></u>

Grant Account Balance as of Jun 30, 2019 \$23,414,561

Transactions through February 2020

Transfer in from PSAP Account	\$10,515,097
Grant Receipts	\$1,709,294
Paid Expenses	\$5,512,461
Remaining Budgeted Expenditures	\$21,834,191
Subtotal	<u>\$15,122,261</u>
Service Fee Collection March-June 2020	<u>\$1,142,252</u>
Use of Fund Balance	<u>\$13,980,009</u>
Ending balance June 30, 2020	<u><u>\$9,434,552</u></u>

CMRS Account Balance as of Jun 30, 2019 **\$7,170,087**

Transactions through February 2020

CMRS Receipts	\$5,243,618
Paid Expenses	\$1,169,599
Remaining CMRS Budgeted	\$2,830,401
End of Year Balance to add to account balance:	<u>\$1,243,618</u>
No additional funding is needed through to year-end.	\$0

PSAP Account Balance as of Jun 30, 2019 **\$0**

Transactions through February 2020

PSAP Receipts Wireless Service fee	\$29,713,835
Wireline Receipts	\$5,910,295
VoIP Receipts	\$9,146,099
Prepaid Wireless	<u>\$9,087,029</u>
	\$53,857,258
Paid Expenses	\$34,005,778
Remaining PSAP Distribution Budgeted	\$16,443,773
Funding Reconsideration Budgeted	\$5,550,449
Subtotal	<u>\$2,142,742</u>
Service Fee Collection March-June 2020	<u>\$17,867,103</u>
Ending balance June 30, 2020	<u><u>\$15,724,361</u></u>

*Cash basis

**Interest Not Included

Funding Reconsiderations

PSAP funding reconsiderations are not grants as authorized by G.S. 143B-1407. There are two methods by which a PSAP's funding distribution may be modified. Both are identified as funding reconsiderations. The first (Section A below) occurs following notice of the 911 Board's proposed funding in December of each year, and the second (Section B below) occurs within the first quarter of the fiscal year (i.e. after 1 July and before 1 October) after distributions begin. Funding reconsiderations may be considered by the NC 911 Board pursuant to GS 143B-1406(a)(1) and 143B -1406(a)(2).

A. GS 143B-1406(a)(1), Reconsideration of the Monthly Distribution

The Board must notify PSAPs of the estimated distributions no later than December 31 of each year. The Board must determine actual distributions no later than June 1 of each year. The Board must determine a method for establishing distributions that is equitable and sustainable and that ensures distributions for eligible operating costs and anticipated increases for all funded PSAPs. The Board must establish a formula to determine each PSAP's base amount. The formula must be determined and published to PSAPs in the first quarter of the fiscal year preceding the fiscal year in which the formula is used. The Board may not change the funding formula for the base amount more than once every year.

1. The Board will provide estimated monthly distribution amounts to eligible PSAPs on or before 31 December of each year. Those amounts will apply to distributions beginning 1 July of the next calendar year and extend for the fiscal year beginning on that date.
 - a. Following receipt of the Board's notice of estimated distributions, an eligible PSAP may provide notice to the Board that the estimated distribution will not meet the eligible expenses of the PSAP for the fiscal year beginning 1 July.
 - b. Any such notice by a PSAP must include the PSAP's budget, most recent final revenue expenditure report, itemized detailed invoices, itemized detailed quotes, any statements of Work associated with the request, 5 year capital replacement plan, identification of capital expenses and operating expenses together with the PSAP's budget supporting the request, and demonstrating financial support for any necessary but ineligible expenses.
 - c. Any notice and request for additional funds must be delivered by 1 April.
2. The 911 Board Staff will review all requests. The Staff may request such other and further information as deemed necessary to fully consider the request. PSAPs shall provide such information as requested pursuant to GS 143B-1406(f).
3. The Board's Funding Committee will review Staff recommendations for each PSAP request. PSAP representatives shall attend meetings, or participate by conference call, of the Funding Committee to present their requests, provide additional information, clarification, and address issues identified by the Staff or the Committee.
4. The Funding Committee shall act without delay in any action taken, and shall make a recommendation to the 911 Board for action no later than the Board's May meeting.

B. GS 143B-1406(a)(4), Reconsideration for Additional Distributions

In the first quarter of the Board's fiscal year, the Board must determine whether payments to PSAPs during the preceding fiscal year exceeded or were less than the eligible costs incurred by each PSAP during the fiscal year. If a PSAP receives less than its eligible costs in any fiscal year, the Board may increase a PSAP's distribution in the following fiscal year above the base amount as determined by the formula to meet the estimated eligible costs of the PSAP as determined by the Board. The Board may not distribute less than the base amount to each PSAP except as provided in subsection (c) of this section. The Board must provide a procedure for a PSAP to request a reconsideration of its distribution or eligible expenses.

1. The increase in a PSAP's distribution pursuant to GS 143B-1406(a)(4), if any, shall have an effective date commensurate with the beginning of the fiscal year; actual distributions will be determined by the Board in an equitable manner.
 - a. In the event a PSAP determines that the monthly distributions will not be sufficient to meet its eligible expenses, and such determination is made during the first quarter of the Board's fiscal year, the PSAP may request additional distributions.
 - b. Any such request by a PSAP must include the PSAP's budget, most recent final revenue expenditure report, itemized detailed invoices, itemized detailed quotes, any statements of Work associated with the request, 5 year capital replacement plan, identification of capital expenses and operating expenses together with the PSAP's budget supporting the request, and demonstrating financial support for any necessary but ineligible expenses.
 - c. Any notice and request for additional funds must be delivered by 31 August.
2. The 911 Board Staff will review all requests. The Staff may request such other and further information as deemed necessary to fully consider the request. PSAPs shall provide such information as requested pursuant to GS 143B-1406(f).
3. The Board's Funding Committee will review Staff recommendations for each PSAP request. PSAP representatives shall attend meetings, or participate by conference call, of the Funding Committee to present their requests, provide additional information, clarification, and address issues identified by the Staff or the Committee.
4. The Funding Committee shall act without delay in any action taken, and shall make a recommendation to the 911 Board for action no later than the end of the first quarter of the Board's fiscal year.

C. 911 Board Action

1. Increased funding for operating expenses, if any, will be provided with monthly distributions of the base amount. Increased funding for capital expenses, if any, will be provided upon receipt of invoices and other supporting documentation that the PSAP has procured the goods and services funded.
2. PSAP representatives shall attend 911 Board meetings to present their requests, provide additional information, clarification, and support their requests.

**FY2020 North Carolina 911 Board PSAP Revenue/Expenditure Report
Status as of March 13, 2020**

FY2018 Reports

Total received: 125

Completed: 41

Clarification – in process: 65

Reports awaiting review: 0

Review complete—waiting on revised sign report: 19

Report received—no documentation for review: 0

REPORT not received: 0

FY2019 Reports

Total received: 127

Completed: 13

Clarification – in process: 48

Reports awaiting review: 55

Review complete—waiting on revised sign report: 11

Report received—no documentation for review: 0

REPORT not received: 0