



**NORTH CAROLINA 911 BOARD MEETING**  
**Friday, January 18, 2019**  
**WebEx and Conference Bridge**  
**10:00 AM – 12:00 PM**

***Call to Order***  
**Eric Boyette**

***Roll Call***  
**Pokey Harris**

***Tab 1***  
**Chairman's Opening Remarks**  
**Eric Boyette**

## **Tab 2**

### **Ethics Awareness/Conflict of Interest Statement**

**Eric Boyette**

*In accordance with G.S. 138A-15, It is the duty of every Board member to avoid both conflicts of interest and potential conflicts of interest. Does any Board member have any known conflict of interest or potential conflict of interest with respect to any matters coming before the Board today? If so, please identify the actual or potential conflict and refrain from any undue participation in the particular matter involved.*

## **Tab 3**

### **Public Comment**

**Eric Boyette**

*The NC 911 Board welcomes comments from state and local government officials, first responders, finance directors, 911 directors, citizens and interested parties about any 911 issue(s) or concern(s). Your opinions are valued in terms of providing input to the NC 911 Board members. When addressing the Board, please state your name and organization for the record and speak clearly into the microphone.*

# ***Tab 4***

## **Consent Agenda**

**Pokey Harris**

**(Consent Vote Required)**

**(Related Documents for Consent Agenda Follow at the End of Consent Tab Items)**

**4 a)**

**Minutes of Meeting - December 7, 2018**

**4 b – e)**

**b) NG 911 Fund**

**November 2018 Fund Balance \$27,867,858**

**November 2018 Disbursement **-\$15,088****

**December 2018 Fund Balance \$40,483,294**

**December 2018 Disbursement **-\$13,699****

**c) CMRS Fund**

**November 2018 Fund Balance \$5,406,737**

**November 2018 Disbursement **-\$349,034****

**December 2018 Fund Balance \$5,546,074**

**December 2018 Disbursement **-\$450,008****

**d) PSAP Fund**

**November 2018 Fund Balance \$6,744,278**

**November 2018 Disbursement **-\$4,273,829****

**December 2018 Fund Balance \$8,727,79**  
**December 2018 Disbursement -\$4,273,829**

**e) Grant Fund**

**November 2018 Fund Balance \$46,994,633**  
**November Grant Encumbered -\$30,856,441**  
**December 2018 Fund Balance \$34,343,095**  
**December Funds Encumbered -\$29,930,421**

**4 f)**

**Grant Project Updates per Reports**

**4 g)**

**Peer Reviewer Approvals – Presented as  
Recommendation of Standards  
Committee**

- i. Vicki Callicutt**
- ii. Megan Daub**
- iii. Greg Dotson**
- iv. Mark Reavis**
- v. Tracy Trogdon**

**4 h)**

**Orthoimagery September, October and  
November 2018 Reports**

**(Related Documents for Consent Agenda Follow at  
the End of Consent Tab Items)**

**North Carolina 911 Board Meeting**  
**MINUTES**  
**Charlotte Medic Facility**  
**4425 Wilkinson Blvd, Charlotte NC**  
**Friday, December 7, 2018**  
**10:00 AM – 12:00 PM**

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests</u>
David Bone (NCACC) Martin County	LaDonna Bethea (DIT)	Ryan Augustus, CFD
Secretary Eric Boyette (NC CIO) Board Chair	Tina Bone (DIT)	Randy Beeman, Durham ECC
Heather Campbell (CMRS) Sprint	Richard Bradford (DOJ)	Byron Burns, CRS
Eric Cramer (LEC) Wilkes Communication	Ronnie Cashwell (DIT)	Vicki Callicutt, Union Co. 911
Bo Ferguson (Deputy City Manager) Durham County	Pokey Harris (DIT)	Christina Crockett, CMPD
Greg Foster (Director, Comm.) NC Association of Rescue EMS <i>ONCOMING MEMBER 01/01/2019</i>	Danette Jernigan (DIT)	Tonya Evans, Durham 911
Chuck Greene (LEC) AT&T	Gerry Means (DIT)	Del Hall, Stokes Co. 911
Len Hagaman (Sheriff) Watauga County	Don Rice (DIT)	Henry Hedgepeth, Halifax Co. 911
J.D. Hartman (Sheriff) Davie County <i>ONCOMING MEMBER 01/01/2019</i>	Marsha Tapler (DIT)	Johnny Horn, Charlotte Fire
Jeff Ledford (NCACP) City of Shelby PD - <i>via phone</i>	Angie Turbeville (DIT)	Jeff Holshouser, Motorola
Buddy Martinette (Fire Chief, Wilmington) NCSFA <i>ONCOMING MEMBER 01/01/2019</i>		Heather Joyner, Halifax Co. 911
John Moore (VoIP) Spectrum Communications		Frith Malin, RSS
Judy O'Sullivan (CMRS) Carolina West <i>ONCOMING MEMBER 01/01/2019</i>		Barry Ritter, RSS
Mike Reitz (APCO) Chatham Co 911		Jamison Sears, Davidson Co. 911
Jeff Shipp (LEC) Star Telephone		William Suthard, Charlotte Fire
Jimmy Stewart (NCAREMS) Hoke Co 911		Curtis Teague, Union Co. ES
Slayton Stewart (CMRS) Carolina West Wireless		Joe Vanderlip, CMPD
Amy Ward (LEC) CenturyLink		Sonya Williams, CMPD
Donna Wright (NENA) Richmond Co Em. Services		Victor Williams, CRS
		Brett Wrenn, Person Co. ES/APCO
<u>Members Absent</u>	<u>Staff Absent</u>	
Niraj Patel (CMRS) Verizon	Niki Barnes (DIT)	

**Call to order** — Chairman Boyette called the meeting to order at 10:00 AM, welcoming everyone and thanking them for participating. Chairman Boyette asked Ms. Harris to call the roll of attendees.

1. **Chairman's opening remarks** — Chairman Boyette welcomed everyone to the meeting and thanked them for making the trip to Charlotte. He introduced John Studneck the Deputy Director of Operations of the Charlotte Medic. Mr. Studneck also thanked the group for visiting the facility and spoke about how the decisions made by the Board directly impact the work they accomplish there. Ms. Harris also thanked Corrine Walsler, Operations Manager, for hosting the 911 Board and for all the help she provided with logistics and preparations. Chairman Boyette then introduced Representative Jason Saine of the 97<sup>th</sup> North Carolina House District, who also serves as the House Appropriations Chairman of Information Technology. Representative Saine spoke about his appreciation for the important work done by all first responders. He also mentioned that North Carolina has become a trendsetter and leader in technology, and that the work being done on NextGen 911 is exciting.

Ms. Harris mentioned that both former and new Board members were present at the meeting today. The new members were to be sworn in but will not cast any votes until the January meeting.

2. **Ethics Awareness/Conflict of Interest Statement** — Chairman Boyette read the Ethics Awareness/Conflict of interest statement printed in the agenda. There were no conflicts.
3. **Public Comment** — Chairman Boyette read the invitation to public comment printed in the agenda. No one had pre-registered to speak, and no one in the audience or on the phone asked to make public comment.
4. **Consent Agenda**— Chairman Boyette asked Ms. Harris to proceed with the consent agenda.
  - a) Minutes of Previous Meeting – October 19, 2018
  - b) NG 911 Fund  
October 2018 Fund balance \$27,046,971  
October 2018 Disbursement **-\$19,943**
  - c) CMRS Fund  
October 2018 Fund balance \$5,146,171  
October 2018 Disbursement **-\$0**
  - d) PSAP Fund  
October 2018 Fund balance \$4,522,729  
October 2018 Disbursement **-\$4,262,617**
  - e) Grant Fund  
October 2018 Fund balance \$47,703,698  
Grant Funds Encumbered **-\$27,568,557**
  - f) Grant Project Updates

Chairman Boyette put forward a motion to accept the consent agenda as presented. The motion carried unanimously.

5. **Halifax County PSAP Grant Reconsideration** — Slayton Stewart stated the Grant Committee had met on November 29 regarding reconsideration of the Halifax County grant. Mr. Stewart reminded the Board that at the last meeting the committee recommended not funding the grant. After discussing concerns with the grant, the Committee voted to recommend the Board approve 50% of the request. The Grant Committee recommended funding a total of \$4,067,779.98 for the Halifax County grant. Chairman Boyette put forward a motion to accept the recommendation. The motion carried unanimously.
6. **911 Board Work Session Matters of Attention**
  - a) 2019 Board Goals —Donna Wright put forward a motion to accept the goals as presented by Ms. Harris. The motion was seconded and carried unanimously.

*911 Board 2019 Goals as Approved  
Per consensus of 911 Board Members – 2018 Board Work Session, December 6, 2018  
(Not in any specific order of priority.)*

- *Work with the General Assembly to update the State’s 911 statutes to facilitate statewide deployment and adoption of Next Generation 911 services.*
  - *December 31, 2019*
- *Continue with NextGen 911 deployment and implementation of related operational components.*
  - *Achieve 85% program inclusion with all primary PSAPs as users of the statewide NG911 system, with migration of minimum 25% of all primary PSAPs to the ESInet.*
    - *December 31, 2019*
  - *Build, equip, and operate the Network Management and Assistance Center (NMAC); train NMAC staff for Tier 1 and Tier 2 support to PSAPs.*
    - *June 30, 2019*
  - *Draft standards and rules for NextGen migration and sustainment*
    - *December 31, 2019*
  - *Establish path forward for primary, secondary, and not approved PSAPs*
    - *December 31, 2019*
- *Develop policy manual encompassing current open policies and identify other policies for development consideration.*
  - *April 1, 2019*
- *Implement enhancements of grant program processes.*
  - *Adopt grant policy draft*
  - *Approve grant priorities*
    - *NG911 expenditures (non-eligible, capital) (300)*
    - *Support of Regional Initiatives (250) with focus on consolidations (500)*
    - *Replacing End of Life Equipment (150)*
  - *Approve grant draft cycle timeline to include grant applicant presentation.*

Tentative 2019 Grant Cycle Calendar			
Milestone	Date	Day of Week	Days to Next Date
Board Meeting - Recap Grant Priorities	2/22/19	Friday	5
Grant Workshop for PSAPs	2/27/19	Wednesday	2
Beginning of Grant Cycle	3/1/19	Friday	49
Grant Applications Due	4/19/19	Friday	11
Grant Committee Discussion	4/30/19	Tuesday	1
Grant Applications Presentation Day	5/1/19	Wednesday	2
Grant Committee Meeting - Review and Vote	5/3/19	Friday	4
Grant Committee Results to Board for Review prior to Board Meeting	5/7/19	Tuesday	10
Board Meeting - Vote on Grant Applications	5/17/19	Friday	5
Results Notifications to Grant Applicants	5/22/19	Wednesday	70
Grant Contracts Signed Target	7/31/19	Wednesday	
Key Timeframes		Calendar Days	
Days from Workshop to Applications Due		51	
Days from Beginning of Grant Cycle to Applications Due		49	
Days from Applications Due to Presentation Day (Staff Prep Time)		12	
Days from Presentation Day to Grant Committee Meeting		2	
Days from Grant Committee Meeting to Results to Board		4	
Days for Board to Pre-Review Results prior to Vote		10	

- *December 7, 2018*
  - *Develop a funding model for 911 service, NG911 service, PSAPs, and 911 Board operations.*
    - *Consider a prospective funding model vs rolling average method.*
    - *Review, revise, and update the eligible uses of 911 revenue and seek legislative changes as necessary to align with PSAP services in the NG911 environment.*
    - *Improve and optimize the reimbursement process.*
    - *Determine amount of excessive fund balances and address accordingly.*
      - *December 31, 2019*
  - *Update 911 Board By-Laws*
    - *December 31, 2019*
  - *Complete development of training standards and implement, in collaboration and consultation with 911 stakeholder groups.*
    - *Ongoing*
  - *Continue efforts for implementation of EMD for all PSAPs*
    - *Ongoing*
- b) 2019 Legislative Agenda Draft — Vice Chairman Bone put forward a motion to approve draft as presented and it was seconded by Amy Ward. The motion carried unanimously. After the vote Ms. Harris mentioned that the next Legislative Stakeholders meeting would be held on December 19 from 10:00 AM – 12:00 PM at Guilford Metro in Greensboro. She encouraged Board members to

attend. Mr. Bone said additional meetings or web conferences could be arranged if anyone had questions and to contact staff for further information. *(Please reference Agenda Book pages 40 to 54 for document.)*

- c) 2018 State 911 Plan — Ms. Harris led a team consisting of participants from multiple governmental entities and stakeholder groups who worked on the plan with Barry Ritter and Frith Malin from Ritter Strategic Services, the firm engaged to assist with developing the State Plan. She mentioned that Mr. Bone had added some items that he would denote verbally for purposes of the vote today. The changes were the addition of the current fee of \$0.65 in two sections, 3.2 and 3.2.3. Also, it was stated in section 3.2.5 that the Board's committees were comprised of Board members, which was changed to reflect they are made up of both Board members and other stakeholders. Mr. Bone said the document is a great narrative of 911 and should be used to educate the public and stakeholder groups what 911 is about and where it moving forward. Mr. Bone put forward a motion to accept the plan as presented with amended changes and it was seconded by Donna Wright. The motion carried unanimously. *(Please reference Agenda Book pages 56 to 122 for document.)*
- d) 2019 Meeting Dates — Ms. Harris presented the meeting dates for 2019. Jimmy Stewart put forward a motion to approve the meeting dates as presented and it was seconded by Heather Campbell. The motion carried unanimously. *(Please reference Agenda Book pages 124 and 125 for document, noting adjustments to the calendar will be made as deemed necessary.)*

## 7. Executive Director Report

- a) Federal 911 Grant Program — Ms. Harris noted she did not have an update on the status of the grant program as of this meeting, and unfortunately there is no information available to report.
- b) Durham 911 ESINet and HCH November Migration — Ms. Harris wanted to recognize Durham 911 for migrating to ESINet/hosted call handling solution on November 13, making them the first in the country on the AT&T managed service contract to provide all those services. She referred to this as a successful “trifecta” noting the benefits for not only the citizens of Durham and Durham County, but across North Carolina and the country. She thanked Gerry Means and entire the project team for their hard work. Randy Beeman thanked the Board members, executive staff and Secretary Boyette for their support and invited everyone to come visit. Bo Ferguson offered to host a future Board meeting at the Durham 911 Center.
- c) Graham County Groundbreaking — Mrs. Harris reported that Graham County celebrated the groundbreaking for their new 911 Center on November 14<sup>th</sup> and expressed their gratitude to the Board for their assistance in funding the endeavor. Though she was unable to join them that day, she did reach out to by phone to extend congratulations and offer well wishes.
- d) Graham County Grant Extension— Graham County has requested a 6-month grant extension in which Ms. Harris presented as a recommendation for approval. Mr. Bone put forth a motion to grant the request and it was seconded by Jeff Shipp. The motion carried unanimously.
- e) Franklin County Grant Extension — Franklin County has requested a grant extension to May 31, 2019, in which Ms. Harris presented as a recommendation for approval. Mr. Stewart put forth a motion to grant the request and it was seconded by Amy Ward. The motion carried unanimously.
- f) New Board Member Orientation — Friday, December 14 at 9:00 AM at Phillips Building, Raleigh. Ms. Harris said she was looking forward to seeing all the new Board members there, all Board members were welcome and encouraged to attend as well.
- e) Consideration of Nomination for Vice Chair — Ms. Harris asked the Board members to consider nominations for Vice Chair to be presented at next month's meeting.

## 8. Funding Committee Report

- a) FY2020 PSAP Estimated Funding Distribution — Marsha Tapler reviewed the funding distribution reports. Mr. Bone said these were preliminary numbers that need to be approved by the Board for distribution to the PSAPs. Final figures will be available in June for Board approval. These reports assist PSAPs in preparing their annual budgets. Mr. Bone presented the report as a recommendation of the committee for approval. The motion carried unanimously. *(Please reference Agenda Book pages 137 to 141 for document.)*
- b) General Committee Report — Mr. Bone mentioned several items the committee will be working on in the coming year. These include implemental functions, addressing, eligible expenditures (including CAD servers, base mobile server software), administrative fund, CMRS fund, PSAP fund percentage, seat count policy, and a different methodology for the funding model.

- 9. Grant Committee Report** — Slayton Stewart thanked the committee and said he appreciated all their support and hard work. He also reminded the members he will be rolling off the board and will no longer chair the Committee. He advised Heather Campbell will be taking over as chair of the Grant Committee.
- a) Grant Committee Transfer Recommendation — The committee recommends the transfer of \$11.8 million out of the grant fund and into the NextGen 911 fund. This came as a motion from the committee. The motion carried unanimously.
  - b) Grant Policy — This came as a motion from the committee to adopt these policies. The motion carried unanimously. *(Please reference Agenda Book pages 144 to 147 for document.)*
  - c) 2019 Grant Priorities — Mr. Stewart clarified that the grant funds are intended to be focused on non-eligible expenses that are capital in nature. The three priority items are:
    - 1) NG911 Expenditures
    - 2) Support of Regional Initiatives with focus on consolidations
    - 3) Replacing End of Life EquipmentThis was put forth as a motion from the committee. The motion carried unanimously.
  - d) 2019 Grant Cycle Draft/Tentative Timeline — Mr. Stewart presented a draft/tentative timeline for the upcoming grant cycle and announced two new events for the Committee – a grant workshop for the PSAPs and a presentation opportunity. The Grant Committee recommends the Board adopt the draft/tentative timeline. The motion carried unanimously. *(Please reference Agenda Book page 149 for document.)*
- 10. Education Committee Report** — Jimmy Stewart announced that he was also rolling off the Board at the end of December and would no longer be the Committee chair. Mike Reitz will be taking over the chair position of the Committee. The approved class list was revised by staff member Angie Turbeville and is now posted on the website. The third Stakeholder Summit had been canceled due to inclement weather, however another date is in the process of being confirmed. The second PSAP Manager's class is wrapping up and graduate recognition will take place at an upcoming Board meeting. Mr. Stewart thanked Tina Bone and Donna Wright for their work on the class.
- 11. Technology Committee Report** — Jeff Shipp said they were on schedule with implementing the NMAC. Gerry Means spoke about the switch to ESnet in Durham and how seamless it was to transition calls from the backup PSAP to the primary PSAP with the new technology. Mr. Means also presented current status on the GIS RFP bid award and suggested that the award could occur in the January 2019 timeframe. Mr. Means also discussed the progress made over the past year with the number of PSAPs signed on for NG911 migration and the Committee's plans in the coming year to achieve 40 site implementations.
- 12. Standards Committee Report** — Donna Wright stated that the Committee's next meeting is scheduled for January 9. They plan to approve new reviewers and still need additional reviewers.
- 13. Finance Team General Report** — Marsha Tapler stated she had been working on reports for the Funding Committee, pulling figures that relate to the PSAP funding model and projections for the ESnet. She and Danette have continued to meet with PSAPs. Only seven reports remain to be completed for 2017 and anticipate having these finalized by mid-January. They have started the 2018 reports and will be scheduling meetings with PSAPs for those.
- 14. Network Analyst Report** — Tina Bone mentioned they have continued to hold the mini regional meetings and will keep doing so to promote and educate to help the PSAPs understand more about NG911. She said there are peer reviews scheduled for January through June, and reiterated the need for more reviewers.
- 15. Recognition of Outgoing Board Members** — Ms. Harris thanked outgoing Board members Andrew Grant, Len Hagaman, Jimmy Stewart and Slayton Stewart for their service and commitment to the Board. Plaques of appreciation were presented to those present that included Sheriff Hagaman, J Jimmy Stewart, and Slayton Stewart. Each gentleman shared parting words and sentiments about their years of service on the Board.

**16. Swearing in of New Board Members** — Swearing in of new Board members Greg Foster, J.D. Hartman, Buddy Martinette and Jude O’Sullivan. Ms. Harris noted a correction on the terms for J.D. Hartman, Buddy Martinette and also Mike Reitz. They will serve on the Board until 2022.

**17. Other** — No other items.

The next Board Meeting will be held on January 18 with the location to be confirmed and provided in ample time for members to make lodging arrangements if necessary.

**Adjourn** — Chairman Boyette adjourned the meeting at 11:48 AM.

DRAFT

### NG 911 FUND

FY2019 beginning Fund Balance:	\$23,982,041.12						
	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019
<b>Revenue 10%</b>	\$742,198.28	\$770,273.57	\$759,742.49	\$721,143.23	\$795,804.48	\$766,266.11	
<b>Interest allocation</b>	\$31,728.53	\$33,344.74	\$35,395.85	\$36,585.89	\$40,170.25	\$62,869.17	
<b>Grant Fund Transfer</b>						\$11,800,000.00	
<b>NG 911 Disbursement</b>	-\$20,521.77	-\$10,496.00	-\$14,521.50	-\$19,943.00	-\$15,088.00	-\$13,699.00	
<b>NG 911 Fund Balance</b>	\$24,735,446.16	\$25,528,568.47	\$26,309,185.31	\$27,046,971.43	\$27,867,858.16	\$40,483,294.44	

### CMRS FUND

FY2019 beginning Fund Balance:	\$6,246,558.26						
	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019
<b>CMRS Revenue 15%</b>	\$559,586.10	\$582,703.11	\$597,782.52	\$528,732.47	\$601,956.80	\$580,775.17	
<b>Interest allocation</b>	\$8,264.27	\$9,186.20	\$10,268.97	\$6,412.15	\$7,643.11	\$8,569.08	
<b>Grant Fund Transfer</b>			-\$3,000,000.00				
<b>CMRS Disbursement</b>	\$0.00	\$0.00	-\$403,322.40	\$0.00	-\$349,034.18	-\$450,007.58	
<b>CMRS Fund Balance</b>	\$6,814,408.63	\$7,406,297.94	\$4,611,027.03	\$5,146,171.65	\$5,406,737.38	\$5,546,074.05	

### PSAP FUND

FY2019 beginning Fund Balance:	\$15,115,621.09						
	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019
<b>PSAP Revenue 85%</b>	\$3,170,987.91	\$3,301,984.25	\$3,387,434.27	\$2,996,150.63	\$3,411,088.59	\$3,291,059.29	
<b>Wireline Revenue</b>	\$781,929.85	\$922,998.00	\$637,676.78	\$810,918.75	\$1,600,486.15	\$790,361.46	
<b>VOIP Revenue</b>	\$968,260.32	\$1,057,440.06	\$1,100,957.88	\$1,024,156.56	\$401,726.78	\$1,023,334.84	
<b>Prepaid Wireless Revenue</b>	\$1,132,222.27	\$998,011.93	\$1,045,454.09	\$1,065,427.55	\$1,075,359.55	\$1,141,900.22	
<b>Interest allocation</b>	\$19,998.15	\$22,854.79	\$26,336.34	\$4,011.47	\$6,717.17	\$10,688.94	
<b>Subtotal</b>	\$6,073,398.50	\$6,303,289.03	\$6,197,859.36	\$5,900,664.96	\$6,495,378.24	\$6,257,344.75	
<b>Grant Fund Transfer Out</b>			-\$18,045,136.00				
<b>PSAP Distribution</b>	-\$4,235,116.50	-\$4,262,617.06	-\$4,262,617.06	-\$4,262,617.06	-\$4,273,829.24	-\$4,273,829.24	
<b>PSAP Fund Balance</b>	\$16,953,903.09	\$18,994,575.06	\$2,884,681.36	\$4,522,729.26	\$6,744,278.26	\$8,727,793.77	

**PSAP Grant-Statewide 911 Projects Fund**

		Total Disbursed							Remaining
		YTD	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Expenditures Grant
									Balance
		\$30,028,840.94	\$29,003,750.23	\$28,391,979.78	\$48,743,802.60	\$47,703,698.65	\$46,994,633.31		
<b>FY2016</b>	<b>Award Amount</b>								
Graham County G2016-01	3,401,528.00	-1,663,440.31	-294,534.90				-146,614.50		1,296,938.29
Hyde County G2016-02	1,266,887.00	-1,059,862.39			-130,999.61				76,025.00
Richmond County G2016-03	6,357,537.00	-4,717,991.65			-361,750.73				1,277,794.62
<b>FY2017</b>	<b>Award Amount</b>								
Catawba G2017-1A	296,827.00	-240,058.32							56,768.68
Forsyth G2017-3	1,085,000.00	-408,843.84			-131,613.29				544,542.87
Lincoln G2017-6	2,000,000.00	-545,158.62		-233,437.92					1,221,403.46
Martin G2017-7	5,196,315.00	-268,249.59		-136,984.98				-244,509.34	4,546,571.09
Mitchell G2017-9	3,163,000.00	-249,251.47	-11,625.63		-339,700.27	-111,499.93		-246,896.17	2,204,026.53
Moore G2017-10	586,404.00	-546,169.09							40,234.91
Pasquotank G2017-11	1,010,779.00	-531,580.33							479,198.67
Perquimans G2017-12A	176,206.00	-145,352.51	-30,853.00						0.49
Rocky Mount G2017-13A	166,749.00	-19,275.00							147,474.00
Washington G2017-16	344,524.00	0.00							344,524.00
<b>FY2018</b>	<b>Award Amount</b>								
Franklin G2018B-4	1,204,482.00	0.00	-542,025.00		-81,167.75		-323,915.65	-40,709.25	216,664.35
Robeson G2018-01	339,065.00	0.00						-288,398.86	50,666.14
Wilson G2018-B3	157,913.00	0.00							157,913.00
Iredell G2018-B	2,361,230.00	0.00					-156,275.81		2,204,954.19
<b>STATEWIDE PROJECTS:</b>	<b>Award Amount</b>								
E-CATS II	2,974,002.00	-845,161.71	-66,600.00	0.00					2,062,240.29
Interpretive Services	1,155,000.00	-239,637.56	-51,822.00	-18,766.50	-17,504.25	-19,597.50	-17,403.00	-17,856.75	772,412.44
Ortho Project III Image 17	3,815,129.00	-3,466,793.24	-1,698.05						
Ortho Project III Image 18	3,508,433.00	-1,572,924.74	-65,660.65	-261,679.70	-634,007.20	-124,226.30	-24,206.13	-87,122.64	738,605.64
Ortho Project III Image 19	3,273,555.00	0.00						-526.64	3,273,028.36
CRM Statewide One-time Development	250,000.00	0.00							250,000.00
Approved Transfer from PSAP Fund				21,045,136.00				-11,800,000.00	
<b>Interest</b>			39,728.52	39,098.65	39,366.02	67,783.75	70,849.68	74,481.30	
<b>Total Ending Fund Balance</b>		\$30,028,840.94	\$29,003,750.23	\$28,391,979.78	\$48,743,802.60	\$47,703,698.65	\$46,994,633.31	\$34,343,094.96	

\$ 21,961,987.02

\$ 7,968,434.00

December 2018 Unreconciled by OSC

**CASH BASIS REPORTING**

Total available fund balance:

**\$4,412,673.94**

**From:** [Christy Shearin](#)  
**To:** [Harris, Pokey](#)  
**Subject:** [External] Franklin County 911 Grant Update - January 2019  
**Date:** Thursday, January 3, 2019 10:15:53 AM  
**Importance:** High

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Good Morning,

- The FCC license was granted on December 3, 2018.
- The filtering equipment is expected to arrive by March 8, 2019.
- The filtering equipment will then be installed, configured, and tested. This is expected to be completed by the end of April 2019 at the latest.
- After the completed system is tested to verify functionality we will begin transitioning users over.

If you have any questions, please let me know.

Thanks

*Christy Shearin*

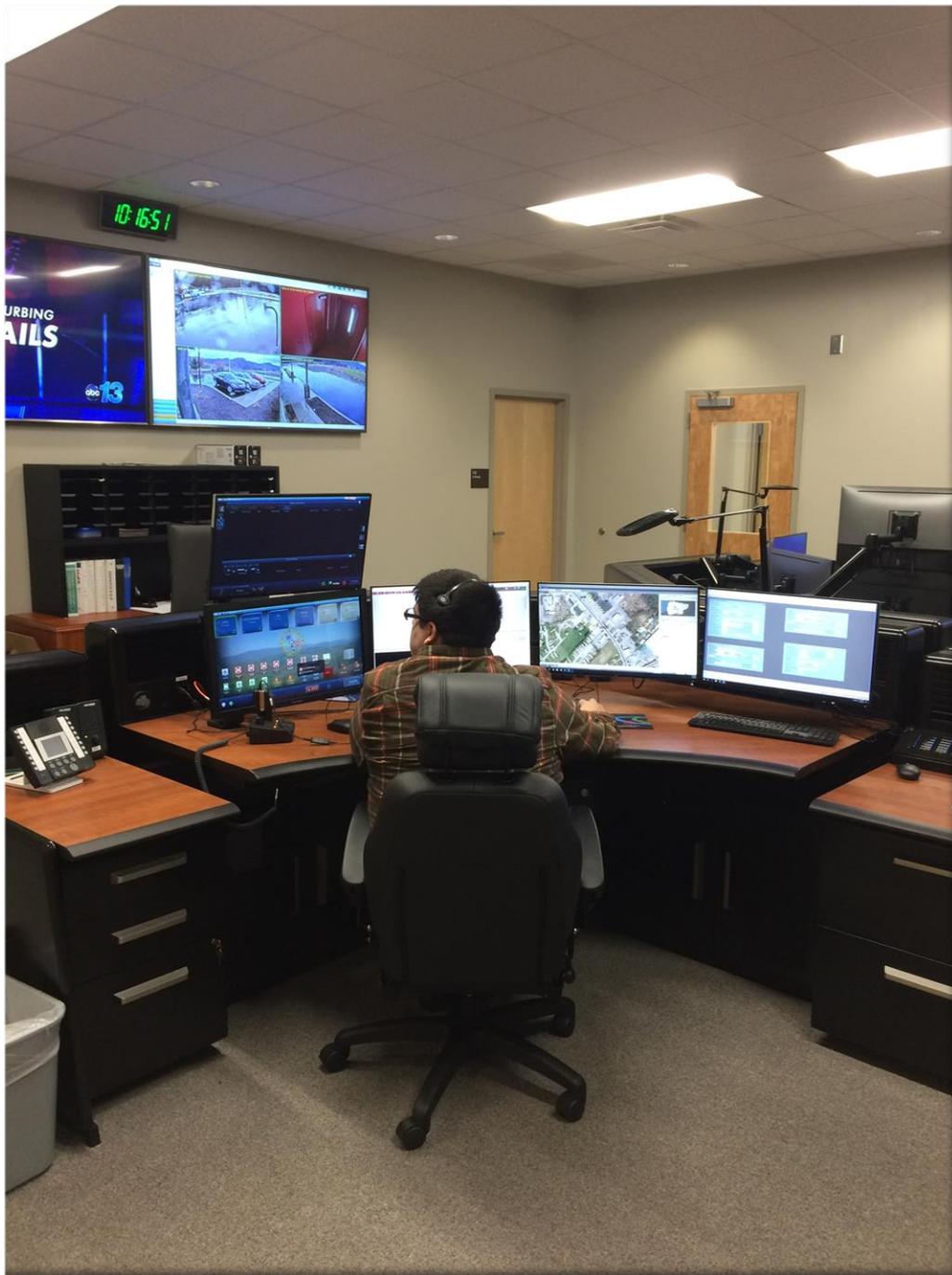
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## Graham County, NC

E911 Enhancement/Replacement  
 Monthly Progress Report – November, 2018

MCP Project Number 15-111

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>No additional design work required in this period</li> </ul>	<ul style="list-style-type: none"> <li>No additional design work is anticipated</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No permitting handled in this period</li> </ul>	<ul style="list-style-type: none"> <li>No additional permitting anticipated</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>No additional construction work completed</li> </ul>	<ul style="list-style-type: none"> <li>No additional work anticipated</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>On-site meetings to continue planning for regional backup</li> <li>Completed acceptance testing for all technical systems</li> <li>Completed all end-user training</li> <li>Finalized punch-list items</li> <li>Review migration plans</li> <li>Prepare staff and facilities for cut-over</li> <li><b>Successful cut-over to the new facility</b></li> </ul>	<ul style="list-style-type: none"> <li>Continue regional backup planning and implementation</li> <li>Design interconnectivity with Swain for CAD replication</li> <li>Finalize facility and technology punch-list following cut-over</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>MCP held weekly conference calls with the County</li> <li>MCP participated in on-site meetings</li> </ul>	<ul style="list-style-type: none"> <li>MCP will continue the weekly conference call schedule with the County</li> </ul>



## Graham County, NC

E911 Enhancement/Replacement  
 Monthly Progress Report – December, 2018

MCP Project Number 15-111

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>	<ul style="list-style-type: none"> <li>Construction complete</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Continued planning for regional backup with routine meetings</li> <li>Biweekly meetings with Southern Software on backup CAD</li> <li>Finalize punch-list items</li> <li>Review of budget and outstanding invoices</li> </ul>	<ul style="list-style-type: none"> <li>Install backup CAD hardware</li> <li>Finalize network connectivity with Swain County</li> <li>Determine remaining action items for regional backups</li> <li>Plan testing of backup sites</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>MCP held weekly conference calls with the County</li> <li>Graham County received an extension to the grant</li> </ul>	<ul style="list-style-type: none"> <li>MCP will continue the weekly conference call schedule with the County</li> </ul>

## Iredell County PSAP Enhancement and Regional Backup Initiative

PSAP Grant Project

MCP Project Number 16-114

Monthly Progress Report – November, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>• No actions required</li> </ul>	<ul style="list-style-type: none"> <li>• No actions expected</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>• No actions required</li> </ul>	<ul style="list-style-type: none"> <li>• No actions expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>• Finalized fencing and gate</li> <li>• Asphalt paving / striping complete</li> <li>• Roofing completed</li> <li>• Interior / exterior doors finished</li> <li>• Painting completed</li> <li>• Ceiling grid and ceilings installed</li> <li>• Lockers finished</li> <li>• Communications and security hardware finished, working on terminations</li> <li>• Duct work completed</li> <li>• Fire alarm complete</li> <li>• Grounding at 100%</li> <li>• Generators complete</li> <li>• Commissioning at 100%</li> <li>• Testing at 50%</li> </ul>	<ul style="list-style-type: none"> <li>• Finish 911 console connections</li> <li>• Complete FM200 terminations and tank installation</li> <li>• Complete cleaning</li> <li>• Finalize testing</li> <li>• Punchlist</li> <li>• Provide support of technology install</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>• Finalize procurement of audio-visual system</li> <li>• Install video displays in the facility</li> <li>• Continue biweekly meetings with AT&amp;T on call handling</li> <li>• Continue working with Motorola on radio console migration</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to work with partner counties on dispatch furniture procurement</li> <li>• Install connectivity to Iredell County</li> <li>• Install County network equipment</li> <li>• Review migration plans with CAD vendor</li> </ul>

Activity	This Period	Next Period
	<ul style="list-style-type: none"> <li>• Process order for additional radio consoles</li> <li>• Review quotes from Central Square</li> <li>• Continued review of fiber and network needs</li> <li>• Revise quote for recording system</li> <li>• Process procurement of recording system</li> <li>• Prepare for dispatch furniture installation</li> <li>• Tower complete</li> </ul>	<ul style="list-style-type: none"> <li>• Continue migration planning for radio console system</li> <li>• Begin procurement planning / timelines for technical systems</li> <li>• Finalize radio system plan and timelines</li> <li>• Install Evans dispatch furniture positions</li> <li>• Review PC workstation and monitor needs</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>• MCP continued biweekly project meetings with the client</li> </ul>	<ul style="list-style-type: none"> <li>• MCP will continue biweekly project meetings with the client</li> </ul>

## Iredell County PSAP Enhancement and Regional Backup Initiative

PSAP Grant Project

MCP Project Number 16-114

Monthly Progress Report – December, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>• No actions required</li> </ul>	<ul style="list-style-type: none"> <li>• No actions expected</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>• No actions required</li> </ul>	<ul style="list-style-type: none"> <li>• No actions expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>• Finalized cleaning and punch-list</li> <li>• Finalized FM200 terminations</li> <li>• Construction completed</li> <li>• Finalized termination for dispatch console power and data</li> </ul>	<ul style="list-style-type: none"> <li>• Construction complete</li> <li>• Provide support of technology install</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>• Installed 12 Dispatch furniture consoles</li> <li>• Finished contract for Audio Visual</li> <li>• Continued biweekly meetings with AT&amp;T on call handling</li> <li>• Internal coordination meetings on technology procurement and installation</li> <li>• Issued purchase order for recording system</li> <li>• Continued review of fiber and network needs</li> <li>• AT&amp;T installed County data needs</li> <li>• Installed networks for access control and security cameras</li> <li>• Continued to work with vendors on quotes and procurement</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to install County network equipment</li> <li>• Review migration plans with CAD vendor</li> <li>• Continue migration planning for radio console system</li> <li>• Continue biweekly meetings for procurement planning / timelines for technical systems</li> <li>• Finalize radio system plan and timelines</li> <li>• Review PC workstation and monitor needs</li> <li>• Issue orders for CAD servers and storage</li> <li>• Issue orders for radio console needed items</li> <li>• Continued coordination with other Counties utilizing the facility for backup</li> </ul>

Activity	This Period	Next Period
		<ul style="list-style-type: none"> <li>• Work with Spectrum on TV and data needs</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>• MCP continued biweekly project meetings with the client</li> </ul>	<ul style="list-style-type: none"> <li>• MCP will continue biweekly project meetings with the client</li> </ul>

## Lincoln County PSAP, NC

PSAP Grant Project

MCP Project Number 17-125

Monthly Progress Report – November, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>• Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>• Continue submittal process</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>• No actions required</li> </ul>	<ul style="list-style-type: none"> <li>• No actions expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>• Continued metal stud framing</li> <li>• Continued overhead rough-in</li> <li>• Continued wall rough-in</li> <li>• Continued exterior electrical conduit</li> <li>• Completed fire pump pad</li> <li>• Completed dumpster enclosure slab</li> <li>• Completed slab remediation in Operations room</li> <li>• Completed bond timbers for roof system</li> <li>• Began wood blocking in metal stud walls</li> <li>• Began ICF wall repairs</li> </ul>	<ul style="list-style-type: none"> <li>• Completed exterior electrical conduit</li> <li>• Complete slope seeding</li> <li>• Complete ICF wall repairs</li> <li>• Complete ballistic panels</li> <li>• Complete air barrier</li> <li>• Continue masonry</li> <li>• Complete metal stud framing</li> <li>• Complete wall rough-in</li> <li>• Continue overhead rough-in</li> <li>• Begin roofing</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>• Review power and data requirements to consoles</li> <li>• Continue radio console migration planning</li> <li>• Provide guidance on audio visual display mounts and heights</li> <li>• Finalize foundation for monopole</li> <li>• Begin installation of fiber circuits</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in AT&amp;T project kickoff meeting</li> <li>• Continue radio console migration planning</li> <li>• Begin specifications and bid solicitation for audio visual system</li> <li>• Install radio monopole</li> <li>• Process procurement on recording system</li> </ul>

Activity	This Period	Next Period
	<ul style="list-style-type: none"> <li>• Receive approval and begin procurement of CAD hardware / software</li> <li>• Receive updated quotes for Netclock</li> <li>• Update specifications and quote for recording system</li> <li>• Continued technology planning and timeline meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Begin design of network and server infrastructure</li> <li>• Continue technology planning and timeline meetings</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>• MCP held biweekly project meetings with the client</li> <li>• Lincoln County staff and MCP participated in monthly construction meeting</li> </ul>	<ul style="list-style-type: none"> <li>• MCP will continue biweekly project meetings with the client</li> <li>• Lincoln County staff and MCP will participate in the monthly construction meeting</li> </ul>



## Lincoln County PSAP, NC

PSAP Grant Project

MCP Project Number 17-125

Monthly Progress Report – December, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>Continue submittal process</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No actions required</li> </ul>	<ul style="list-style-type: none"> <li>No actions expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Continued metal stud framing</li> <li>Continued overhead rough-in</li> <li>Continued wall rough-in</li> <li>Continued exterior electrical conduit</li> <li>Continued wood blocking in metal stud walls</li> <li>Completed ICF wall repairs</li> <li>Continued masonry</li> <li>Completed ballistic panels</li> <li>Completed slope seeding</li> <li>Began air barrier</li> </ul>	<ul style="list-style-type: none"> <li>Completed exterior electrical conduit</li> <li>Complete air barrier</li> <li>Complete masonry</li> <li>Complete metal stud framing</li> <li>Complete wall rough-in</li> <li>Continue overhead rough-in</li> <li>Begin roofing</li> <li>Begin fireproofing</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Participate in AT&amp;T project kickoff meeting</li> <li>Review power and data requirements to consoles</li> <li>Continue radio console migration planning</li> <li>Continue discussions on audio visual needs</li> <li>Finalize quotes for recording system</li> <li>Receive approval and begin procurement of CAD hardware / software</li> </ul>	<ul style="list-style-type: none"> <li>Continue to participate in biweekly AT&amp;T project meetings</li> <li>Continue radio console migration planning</li> <li>Begin specifications and bid solicitation for audio visual system</li> <li>Process procurement on recording system</li> <li>Process procurement on CAD system</li> <li>Process procurement on Netclock</li> </ul>

Activity	This Period	Next Period
	<ul style="list-style-type: none"> <li>• Discuss network design and procurement</li> <li>• Determine next steps in IT equipment procurements (servers, workstations, monitors, network)</li> <li>• Continued technology planning and timeline meetings</li> <li>• Radio monopole completed</li> </ul>	<ul style="list-style-type: none"> <li>• Continue technology planning and timeline meetings</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>• MCP held biweekly project meetings with the client</li> <li>• Lincoln County staff and MCP participated in monthly construction meeting</li> </ul>	<ul style="list-style-type: none"> <li>• MCP will continue biweekly project meetings with the client</li> <li>• Lincoln County staff and MCP will participate in the monthly construction meeting</li> </ul>



## Martin County PSAP and Regional Backup Facility, NC

PSAP Consolidation Project – Phase II – Grant Project  
 Monthly Progress Report – November, 2018

MCP Project Number 16-184

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>No additional actions planned</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No additional permits required</li> </ul>	<ul style="list-style-type: none"> <li>No additional permits expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Finished structural steel</li> <li>Finished masonry walls and grout</li> <li>Duct banks installed – 80%</li> <li>Steel to masonry connections completed</li> <li>Started waterproofing masonry walls</li> <li>Continue review of finish schedules</li> </ul>	<ul style="list-style-type: none"> <li>Begin metal stud framing</li> <li>Begin exterior wall assembly</li> <li>Brick work</li> <li>Install precast roof</li> <li>Install roof drain and downspout piping</li> <li>Begin in-wall plumbing, mechanical and electrical rough-ins</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Finalize tower design</li> <li>Review questions for dispatch furniture RFP</li> <li>Continue biweekly meetings with AT&amp;T on hosted call handling</li> <li>Begin planning for FFE</li> <li>Planning of audio visual system</li> <li>Continue discussions on radio console system</li> <li>Continue technology coordination meetings</li> </ul>	<ul style="list-style-type: none"> <li>Review proposals for dispatch furniture</li> <li>Continue discussions on hosted call handling</li> <li>Finalize radio console quotes</li> <li>Prepare specifications on audio visual needs</li> <li>Review requirements for tower installation</li> <li>Align technology timelines</li> <li>Continue coordination with Bertie and Pasquotank on facility / technology needs</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>MCP conducted periodic conference calls with the clients</li> <li>Participated in on-site construction meeting</li> </ul>	<ul style="list-style-type: none"> <li>MCP will participate in project team meetings with the clients</li> <li>Continued participation in construction meetings</li> </ul>



## Martin County PSAP and Regional Backup Facility, NC

PSAP Consolidation Project – Phase II – Grant Project  
 Monthly Progress Report – December, 2018

MCP Project Number 16-184

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>No additional actions planned</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No additional permits required</li> </ul>	<ul style="list-style-type: none"> <li>No additional permits expected</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Started metal stud framing</li> <li>Started the insulation, densglass air barrier</li> <li>Installed precast roof</li> <li>Installed roof drain and downspout piping</li> <li>Started metal stud in-wall electrical and plumbing rough-in</li> <li>Installed new poles and overhead power line</li> </ul>	<ul style="list-style-type: none"> <li>Finish exterior framing, densglass, brick ties</li> <li>Form and pour pre-cast roof</li> <li>Start on TPO roof</li> <li>Start on brick work</li> <li>Work on interior plumbing, electrical and mechanical rough-ins</li> <li>Install roof drains and piping</li> <li>Start grading and placing stone in parking lot</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Finalize tower design</li> <li>Receive proposals for dispatch furniture</li> <li>Continue biweekly meetings with AT&amp;T on hosted call handling</li> <li>Begin planning for FFE</li> <li>Planning of audio visual system</li> <li>Finalize procurement of radio console system</li> <li>Continue discussions on fiber needs to the site</li> <li>Discuss owner provided items</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate dispatch furniture proposals and make an award</li> <li>Continue discussions on hosted call handling</li> <li>Issue procurement for radio tower</li> <li>Prepare specifications on audio visual needs</li> <li>Begin discussions with recording vendor</li> <li>Begin discussions with CAD vendor</li> </ul>

Activity	This Period	Next Period
	<ul style="list-style-type: none"> <li>Continue technology coordination meetings</li> </ul>	<ul style="list-style-type: none"> <li>Determine technology timelines for IT needs (servers, workstations, monitors and networks)</li> <li>Align technology timelines</li> <li>Continue coordination with Bertie and Pasquotank on facility / technology needs</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>MCP conducted periodic conference calls with the clients</li> <li>Participated in on-site construction meeting</li> </ul>	<ul style="list-style-type: none"> <li>MCP will participate in project team meetings with the clients</li> <li>Continued participation in construction meetings</li> </ul>



## Mitchell County, NC

PSAP Construction and Regional Backup  
 Monthly Progress Report – November 2018

MCP Project Number 16-173

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Contractor-dependent</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Began waterproofing</li> <li>Accepted brick on-site</li> <li>Prepare to set structural steel</li> <li>Accepted trusses on-site</li> <li>Topped out block masonry</li> <li>Welded structural steel</li> <li>Set trusses</li> <li>Began roofing</li> <li>Corrected erosion control measures</li> <li>Began driveway fabric and stone</li> <li>Completed wall mock-up</li> <li>Held several calls regarding generator</li> <li>Selected locker color</li> <li>Reviewed and commented on numerous contractor submittals</li> <li>Conducted site reviews (County, MCP, and Stewart Cooper Newell)</li> <li>Attended monthly construction meeting</li> <li>Took site photographs (MCP and Stewart Cooper Newell)</li> </ul>	<ul style="list-style-type: none"> <li>Approve wall mock-up</li> <li>Complete conduit trench</li> <li>Begin brick masonry</li> <li>Begin shingle roofing</li> <li>Begin interior wall framing</li> <li>Complete driveway fabric and stone</li> <li>Complete window mock-up</li> <li>Have power to site</li> <li>Conduct third-party testing when applicable (ongoing)</li> <li>Conduct site review(s) (ongoing)</li> <li>Attend monthly construction meeting</li> <li>Review contractor submittals</li> <li>Maintain photographic progress</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Continued to refine technology plan</li> <li>Continued work on tower requirements</li> <li>Began preparing request for proposal (RFP) for radio</li> </ul>	<ul style="list-style-type: none"> <li>Complete draft RFP for radio consoles</li> <li>Review draft RFP for radio consoles between County and MCP</li> <li>Complete draft RFP for</li> </ul>

Activity	This Period	Next Period
	<p>consoles</p> <ul style="list-style-type: none"> <li>Communicated via email and phone with numerous vendors</li> </ul>	<p>workstations</p> <ul style="list-style-type: none"> <li>Continue to refine technology plan</li> <li>Finalize access control method</li> <li>Continue work on tower requirements</li> <li>Continue to refine procurement timeline</li> <li>Hold technology meeting between County and MCP</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>Began RFP for workstations</li> <li>Continued to track grant spending</li> <li>Updated budget tracking spreadsheet</li> <li>Held project update calls between County and MCP</li> <li>Held status meeting between County and MCP</li> </ul>	<ul style="list-style-type: none"> <li>Complete RFP for workstation furniture</li> <li>Review draft RFP for workstation furniture between County and MCP</li> <li>Regular communications with project team, as needed</li> <li>Track grant budget (ongoing)</li> <li>Hold status meeting between County and MCP</li> </ul>

## Mitchell County, NC

PSAP Construction and Regional Backup  
 Monthly Progress Report – December 2018

MCP Project Number 16-173

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Contractor-dependent</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Approved wall mock-up</li> <li>Installed temporary window coverings</li> <li>Completed interior roof framing</li> <li>Completed driveway fabric and stone</li> <li>Reviewed and commented on contractor submittals</li> <li>Conducted site reviews (County, MCP, and Stewart Cooper Newell)</li> <li>Took site photographs (MCP and Stewart Cooper Newell)</li> </ul>	<ul style="list-style-type: none"> <li>Complete conduit trench</li> <li>Begin brick masonry</li> <li>Begin shingle roofing</li> <li>Begin interior wall framing</li> <li>Complete driveway fabric and stone</li> <li>Complete window mock-up</li> <li>Have power to site</li> <li>Conduct third-party testing when applicable (ongoing)</li> <li>Conduct site review(s) (ongoing)</li> <li>Attend monthly construction meeting</li> <li>Review contractor submittals</li> <li>Maintain photographic progress</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Continued to refine technology plan</li> <li>Continued work on tower requirements</li> <li>Continued work on request for proposal (RFP) for radio consoles</li> <li>Communicated via email and phone with numerous vendors</li> </ul>	<ul style="list-style-type: none"> <li>Complete draft RFP for radio consoles</li> <li>Review draft RFP for radio consoles between County and MCP</li> <li>Review workstation layouts with potential vendor</li> <li>Continue to refine technology plan</li> <li>Finalize access control method</li> <li>Continue work on tower requirements</li> <li>Continue to refine procurement timeline</li> </ul>

Activity	This Period	Next Period
5. Other Activity	<ul style="list-style-type: none"> <li>• Continued to track grant spending</li> <li>• Updated budget tracking spreadsheet</li> <li>• Held project update calls between County and MCP</li> <li>• Held status meeting between County and MCP</li> </ul>	<ul style="list-style-type: none"> <li>• Regular communications with project team, as needed</li> <li>• Track grant budget (ongoing)</li> <li>• Hold status meeting between County and MCP</li> </ul>

The site has continued to be affected by rain and snow, which has the potential to create delays in the build. The contractor is working to mediate this.









## Pasquotank County PSAP, NC

PSAP Consolidation Project

MCP Project Number 16-185

Monthly Progress Report – November, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>No additional actions planned</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No action</li> </ul>	<ul style="list-style-type: none"> <li>No action</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Finished structural steel</li> <li>Finished masonry walls and grout</li> <li>Duct banks installed – 80%</li> <li>Steel to masonry connections completed</li> <li>Started waterproofing masonry walls</li> <li>Continue review of finish schedules</li> </ul>	<ul style="list-style-type: none"> <li>Begin metal stud framing</li> <li>Begin exterior wall assembly</li> <li>Brick work</li> <li>Install precast roof</li> <li>Install roof drain and downspout piping</li> <li>Begin in-wall plumbing, mechanical and electrical rough-ins</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Review questions for dispatch furniture RFP</li> <li>Plan migration of radio equipment to Martin facility</li> <li>Begin planning FFE</li> <li>Continue to track tower remediation work</li> <li>Review technology needs and review budgets</li> </ul>	<ul style="list-style-type: none"> <li>Review quotes for radio equipment migration</li> <li>Continue to track tower remediation work</li> <li>Begin migration planning and validation</li> <li>Finalize plan for radio migration to Martin facility</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>MCP conducted periodic project communications with the stakeholders</li> <li>Reviewed grant budget</li> </ul>	<ul style="list-style-type: none"> <li>MCP will conduct periodic communications with the stakeholders</li> </ul>

## Pasquotank County PSAP, NC

PSAP Consolidation Project

MCP Project Number 16-185

Monthly Progress Report – December, 2018

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>Continued submittal review</li> </ul>	<ul style="list-style-type: none"> <li>No additional actions planned</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>No action</li> </ul>	<ul style="list-style-type: none"> <li>No action</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>Started metal stud framing</li> <li>Started the insulation, densglass air barrier</li> <li>Installed precast roof</li> <li>Installed roof drain and downspout piping</li> <li>Started metal stud in-wall electrical and plumbing rough-in</li> <li>Installed new poles and overhead power line</li> </ul>	<ul style="list-style-type: none"> <li>Finish exterior framing, densglass, brick ties</li> <li>Form and pour pre-cast roof</li> <li>Start on TPO roof</li> <li>Start on brick work</li> <li>Work on interior plumbing, electrical and mechanical rough-ins</li> <li>Install roof drains and piping</li> <li>Start grading and placing stone in parking lot</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Finalize tower design</li> <li>Receive proposals for dispatch furniture</li> <li>Continue biweekly meetings with AT&amp;T on hosted call handling</li> <li>Begin planning for FFE</li> <li>Planning of audio visual system</li> <li>Finalize procurement of radio console system</li> <li>Continue discussions on fiber needs to the site</li> <li>Discuss owner provided items</li> <li>Continue technology coordination meetings</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate dispatch furniture proposals and make an award</li> <li>Continue discussions on hosted call handling</li> <li>Issue procurement for radio tower</li> <li>Prepare specifications on audio visual needs</li> <li>Begin discussions with recording vendor</li> <li>Begin discussions with CAD vendor</li> <li>Determine technology timelines for IT needs (servers, workstations, monitors and networks)</li> </ul>

Activity	This Period	Next Period
		<ul style="list-style-type: none"> <li>• Continue to monitor radio tower remediation work</li> <li>• Finalize quotes for radio equipment migration</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>• MCP conducted periodic project communications with the stakeholders</li> <li>• Reviewed grant budget</li> </ul>	<ul style="list-style-type: none"> <li>• MCP will conduct periodic communications with the stakeholders</li> </ul>

## Richmond County, NC

PSAP Consolidation and Construction  
 Monthly Progress Report – November 2018

MCP Project Number 15-175

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Answered questions pertaining to request for information (RFI) for wireless broadband solution</li> <li>Received two RFI responses</li> <li>Received two request for proposal (RFP) responses for mobile data terminals (MDTs) for responders</li> <li>Reviewed RFI responses</li> <li>Re-published RFP for mobile data terminals</li> </ul>	<ul style="list-style-type: none"> <li>Answer questions pertaining to RFP for MDTs</li> <li>Research NetMotion for MDT project</li> <li>Receive RFP responses</li> <li>Continue review of RFI responses</li> <li>Review RFP responses</li> <li>Hold MDT RFP response review meeting between County and MCP</li> <li>Select vendors for on-site MDT demonstrations</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>Continued consolidation activities</li> <li>Met with law enforcement workgroup</li> <li>Held budget review meeting</li> <li>Continued to track grant budget</li> <li>Continued development of SOPs</li> </ul>	<ul style="list-style-type: none"> <li>Continue development of SOPs</li> <li>Continue preparing for consolidation</li> <li>Meet with law enforcement workgroup – ongoing</li> <li>Regular communications with project team, as needed – ongoing</li> <li>Continue to track grant budget</li> <li>Hold status meeting between County and MCP</li> </ul>

## Richmond County, NC

PSAP Consolidation and Construction  
 Monthly Progress Report – December 2018

MCP Project Number 15-175

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
2. Permits	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
3. Construction	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>No further activity</li> </ul>
4. Communications Systems	<ul style="list-style-type: none"> <li>Received two mobile data terminal (MDT) request for proposal (RFP) responses</li> <li>Reviewed broadband request for information (RFI) responses</li> <li>Reviewed MDT RFP responses</li> <li>Held MDT RFP response review meeting between County and MCP</li> <li>Selected vendors for on-site MDT demonstrations</li> </ul>	<ul style="list-style-type: none"> <li>Pursue NetMotion for MDT project</li> <li>Hold MDT demonstrations</li> <li>Select MDT vendor</li> <li>Enter contract negotiations</li> </ul>
5. Other Activity	<ul style="list-style-type: none"> <li>Continued consolidation activities</li> <li>Met with law enforcement workgroup</li> <li>Held budget review meeting</li> <li>Continued to track grant budget</li> <li>Continued development of SOPs</li> </ul>	<ul style="list-style-type: none"> <li>Continue development of SOPs - ongoing</li> <li>Consolidate law enforcement agencies</li> <li>Regular communications with project team, as needed – ongoing</li> <li>Continue to track grant budget</li> <li>Hold status meeting between County and MCP</li> </ul>



NAME: Tracy Trogdon PHONE # 910-624-3960

EMAIL: ttrogdon@ci.fay.nc.us

EMPLOYER: Fayetteville Police Department 911 Communications

ADDRESS: 433 Hay Street

CITY: Fayetteville STATE: NC ZIP: 28301

CURRENT TITLE: 911 Systems Analyst

YEARS IN PUBLIC SAFETY: 21

**LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:**

full list on attached resume

NENA Emergency Number Professional

IAED EMD-Q, EFD-Q, EPD-Q, EMD, EFD & EPD #1062313

APCO Communications Center Supervisor

APCO TC & TC Instructor; APCO CTO & CTO Instructor

**DESCRIBE YOUR EXPERIENCE AS IT RELATES TO THE FOLLOWING:**

(attach separate sheet if necessary)

1. **PSAP OPERATIONS & MANAGEMENT** see attached sheet
2. **PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)** see attached sheet
3. **TELECOMMUNICATOR QUALIFICATIONS & TRAINING** see attached sheet



**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**  
see attached sheet

**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

no restrictions

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

email or phone

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**ALL APPLICANTS MUST SUBMIT THE FOLOWING ADDITIONAL INFORMATION:**

- A LETTER OF SUPPORT FROM YOUR CURRENT EMPLOYER
- A COMPLETE RESUME
- RECOMMENDATION LETTER (OPTIONAL)



APPLICANT SIGNATURE:

*Lacy Hogden*

DATE:

11-21-2018



Tracy Trogdon

## Peer Inspector Application Attachment

Describe your experience as it relates to the following:

1. **PSAP OPERATIONS & MANAGEMENT:** I have worked in the administrative side of 911 Operations since 2001 and have experience with training, technical support, personnel management, RFP processes, accreditation procedures, and standards compliance. I worked as the 911 Training Supervisor for the majority of my time in administration and my position steadily evolved into a more technical role by provided systems administration and IT support. We defined my position in 2018 and created my current 911 Systems Analyst position.
2. **PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems):** Intrado/West host VIPER 911 phone system; Central Square/Superior CAD; IAED medical, fire and police protocols; Priority Dispatch ProQA and AQUA; Motorola radio consoles and equipment.
3. **TELECOMMUNICATOR QUALIFICATIONS & TRAINING:** APCO Basic Telecommunicator and Telecommunicator Instructor; APCO CTO and CTO instructor; APCO Communications Center Supervisor; NENA Emergency Number Professional; Fayetteville certified Call Taker; Fayetteville certified Police Dispatcher; Fayetteville certified Fire Dispatcher; DCI operator and TAC.

**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY?**

Fayetteville 911 has made great strides in recent years towards becoming a top performing PSAP. We were once one of the lowest scoring centers in eCats reporting but were able to turn that around to regularly meet the standard and were even recognized by the NC 911 Board for the Most Improved 911 Call Answering Time in 2<sup>nd</sup> Quarter FY14. Fayetteville 911 obtained our CALEA and IAED Tri-ACE accreditations and I feel that my experience would be valuable in assessing other PSAPs as well as providing me with the opportunity to learn from other 911 Centers' best practices.

# TRACY N. TROGDON

1045 Brisson Rd.  
Parkton, NC 28371  
910-624-3960 or 910-858-3996

[TTrogdon@ci.fay.nc.us](mailto:TTrogdon@ci.fay.nc.us)

**Objective** To utilize my extensive experience for continued growth within the 911 industry.

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**Skills Profile**

- Maintaining effective leadership and optimal business relationships through professionalism, integrity, and honesty
- Outstanding clerical and paraprofessional skills including software proficiency with a wide variety of applications.
- Extensive experience with various dispatch systems and all aspects of 911 administration
- Excellent customer service skills including within stressful situations

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**Work History**

**911 Systems Analyst** **2018-present**  
CITY OF FAYETTEVILLE

- First line maintenance and management of the 911 infrastructure and critical systems.
- System administrator for Computer Aided Dispatch (Superior CAD), ProQA (Priority Dispatch EMD, EFD & EPD), and 911 audio recording system (Eventide).
- Conduct audio investigations for internal review, departmental investigations, citizen and media requests; audio redaction to comply with public information General Statutes
- Perform Quality Assurance reviews in accordance with IAED Standard; deliver feedback to personnel on job performance and protocol compliance
- Conduct applicant testing, interviews and oversee hiring process for the Communications Division

**Communications Training Supervisor** **2001-2018**  
CITY OF FAYETTEVILLE

- Research, develop, and implement training programs that ensure compliance with policies and procedures and keep employees current with changing technology trends
- Provide classroom style academic instruction and on the job training for multiple Public Safety Call Takers and Dispatchers to prepare them for highly detailed independent job performance including proper procedures, codes, radio etiquette, and the use of all communications division equipment
- Coordinate with external organizations, agencies, department, and E911 personnel to schedule required training
- Maintain training records, research educational products, Monitor trainee and certified employee progress
- Conduct applicant testing, interviews and oversee hiring process for the Communications Division

**Public Safety Dispatcher / Training Officer** **1997-2001**  
CITY OF FAYETTEVILLE

- Assign and coordinate personnel and resources in response to emergency situations, in-progress crimes, and other calls for service
- Operate police radios, computer-aided dispatch systems, telephones, and other various law enforcement telecommunications and computer systems
- Data entry, record-keeping, process warrants, and other admin duties to ensure officer, citizen, and personnel safety
- Provide on the job training for multiple Public Safety Call Takers and Dispatchers to prepare them for highly detailed independent job performance

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**Education**

Fayetteville Technical Community Collage Fayetteville, NC	2018-2018
Fayetteville Technical Community College Fayetteville, NC	1993-1994
Southview Senior High School Hope Mills, NC	1989-1993

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**Training**

Association of Public Safety Communications Officials (APCO)  
Telecommunicator Instructor; APCO Communications Training Officer  
Instructor; Introduction to Leadership; Civilian Supervisory Training;  
FOCUS: Achieving Your Highest Priorities; Seven Habits of Highly Effective  
People; Difficult Conversations: Creating a Learning Conversation; APCO  
Communications Center Supervisor; APCO Communications Training Officer;  
Multiculturalism for Supervisors; Achieve Any Goal: the Psychology of  
Motivation; From Learning to Management; Building a Quality Training  
Program; NENA Emergency Number Professional; National Academy of  
Emergency Dispatch Police, Fire and Medical Dispatch; National Academy of  
Emergency Dispatch Quality Assurance for all disciplines; Crisis Intervention  
Team.

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**References**

Laura Leatherwood 911 Radio System Manager 433 Hay Street, Fayetteville NC 28301 Work 910-433-1915 cell 910-391-0350	Captain Jason Hathcock Fayetteville Fire Department 632 Langdon St, Fayetteville NC 28301 work 910-433-1399 cell 910-308-1514
Amanda Spatorico 911 Communications Asst Supervisor 6260 Carver Oaks Fayetteville, NC 28314 Work 910-433-1201 cell 910-286-7877	Ashley Bradshaw City Purchaser 4736 Bent Pine Dr Fayetteville NC 28304 work 910-433-1359 cell 910-578-9418

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NAME: Megan Daub PHONE # 252-447-3212

EMAIL: mdaub@havelocknc.us

EMPLOYER: City of Havelock

ADDRESS: PO Box 368 - 2 Governmental Ave

CITY: Havelock STATE: NC ZIP: 28532

CURRENT TITLE: Senior Telecommunicator

YEARS IN PUBLIC SAFETY: 10

LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:

APCO - RPL, CCS, CTO, PST1, CTO Instructor, PST1 Instructor

NC Justice Academy - Telecommunicator, General Instructor

DCI Module 1, 2, 3 Certified // Agency TAC

NC EMT-P // CPR

DESCRIBE YOUR EXPERIENCE AS IT RELATES TO THE FOLLOWING:  
(attach separate sheet if necessary)

1. **PSAP OPERATIONS & MANAGEMENT** 911 Center Supervisor for the City of Havelock  
from 9/15 to present
2. **PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)** Airbus Vesta Phone System,  
C-Soft Telex 450 MhZ Radio, New World CAD System, OMNIXX
3. **TELECOMMUNICATOR QUALIFICATIONS & TRAINING** APCO & NCJA Certified  
Telecommunicator; 9-1-1 Center training officer from 2/14 - present,



**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**

To help other centers become more efficient in their operations, to have a better understanding of how other 9-1-1 Centers work and to have a good working knowledge of how to support other centers when they need assistance

**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

**3 days / calendar quarter**

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

**E-Mail**

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**ALL APPLICANTS MUST SUBMIT THE FOLOWING ADDITIONAL INFORMATION:**

- A LETTER OF SUPPORT FROM YOUR CURRENT EMPLOYER
- A COMPLETE RESUME
- RECOMMENDATION LETTER (OPTIONAL)



APPLICANT SIGNATURE: Megan Deede DATE: 11/10/2018



**Havelock Police Department**

PO Drawer 368 / 2 Governmental Ave  
Havelock, NC 28532

Marvin A. Williams  
Chief of Police

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NC 911 Board  
Department of Information Technology  
PO Box 17209  
Raleigh, NC 27619

To Whom It May Concern,

This is in reference to Megan Daub's application to be a Peer Reviewer for the 911 Board. The City of Havelock Police Department is in support of Mrs. Daub working with the Peer Review Committee 3 days / calendar quarter.

If you have any questions, please feel free to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "J. Fedyna".

LT Jeffrey Fedyna  
Investigation Division / Special Operations Division  
Havelock Police Department  
252-463-7107

## ▶ Megan Daub

702 Lee Drive, Havelock NC 28532

Phone: 845-505-3227

E-mail: [megan.lashway@gmail.com](mailto:megan.lashway@gmail.com)

### **Objectives**

To obtain a position as a Peer Reviewer for the NC 911 Board.

### **Education**

**Bachelor of Arts – Norwich University (May 2006)**

▶ Major: Psychology

▶ Major: English

**EMT-Paramedic Certification – Craven Community College (April 2012)**

▶ NC EMT-Paramedic Certification

### **Experience**

**Senior Telecommunicator / 9-1-1 Center Supervisor**

(September 2015 –Present)

City of Havelock Police Department (Havelock, NC)

Receives, classifies, processes and dispatches emergency service calls for police, fire and EMS utilizing E-911 and computer aided dispatch systems; prepares and maintains computerized and other records/files in accordance with DCI regulations; researches information for officers, provides information to the public concerning a variety of City services; answers after hour calls and contacts on-call staff. Supervises 14 full-time and part-time telecommunicators; prepares monthly work schedule for telecommunicators; assists in recruitment and selection process; makes recommendations on hiring, disciplinary action and termination; trains new personnel; acts as agency DCI TAC; schedules certifications, re-certifications and coordinates all training for telecommunicators; maintains personnel documentation for all telecommunicators.

**Telecommunicator (February 2013 –September 2015)**

City of Havelock Police Department (Havelock, NC)

Receives, classifies, processes and dispatches emergency service calls for police, fire and EMS utilizing E-911 and computer aided dispatch systems; prepares and maintains computerized and other records/files in accordance with DCI regulations; researches information for officers, provides information to the public concerning a variety of City services; answers after hour calls and contacts on-call staff; trains new personnel.

**EMT-Paramedic (May 2012 –February 2013)**

White Oak Medical Transport (Windsor, NC)

EMT-Paramedic level pre-hospital care and critical care inter-facility transport. Assessed, rendered medical care and transported patients within set scope of practice.

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**EMT-Intermediate** (January 2012 –April 2012)

Havelock Fire Rescue Department (Havelock, NC)

EMT Intermediate level pre-hospital care. Assessed, rendered medical care and transported patients within set scope of practice.

**In-Home Child Care Provider** (December 2010 –May 2012)

O'Reilly Family (MCAS Cherry Point, Havelock NC)

Provided in-home care for three children ages 5 and under.

**EMT-Basic** (December 2008 –January 2012)

Patterson Volunteer Fire Department (Patterson, NY)

Town of Esopus Volunteer Ambulance Service (Esopus, NY)

Havelock Fire Rescue Department (Havelock, NC)

EMT-Basic level pre-hospital care. Assessed, rendered medical care and transported patients within set scope of practice.

**Skills / Certifications**

- ▶ APCO Member
- ▶ APCO RPL; APCO PST I; APCO PST I Instructor; APCO CTO; APCO CTO Instructor
- ▶ NC Justice Academy Certified Telecommunicator
- ▶ NC Justice Academy Certified General Instructor
- ▶ DCI Certified Modules 1, 2 and 3 Operator
- ▶ Agency DCI TAC
- ▶ Microsoft Office Suite
- ▶ Tyler Technology / New World CAD System
- ▶ Aibus Vesta Phone System
- ▶ C-Soft Telex 450 MHz Multi-Channel Radio System Operator
- ▶ NC EMT-P
- ▶ CPR Certified

**References**

- ▶ Available upon request



NAME: Greg Dotson PHONE # 828-287-6095

EMAIL: greg.dotson@rutherfordcountync.gov

EMPLOYER: Rutherford Co Sheriff's Office 911 Communications

ADDRESS: 240 N. Washington St

CITY: Rutherfordton STATE: NC ZIP: 28139

CURRENT TITLE: Lieutenant - 911 Communications Center Manager

YEARS IN PUBLIC SAFETY: 9

**LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:**

BLET Certificate 1992 - Held Active - NC Sheriffs Std.

APCO/NENA Membership (current)

**DESCRIBE YOUR EXPERIENCE AS IT RELATES TO THE FOLLOWING:**

(attach separate sheet if necessary)

- 1. PSAP OPERATIONS & MANAGEMENT** Business Operations Management exp in both Private and Public Sector (20+ years). EOC operations, Budget, and HR duties.
- 2. PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)** Basic 911, Enhanced 911 Experience. Implemented first CAD system for Rutherford County 1997/1998.
- 3. TELECOMMUNICATOR QUALIFICATIONS & TRAINING** Held positions as Dispatcher, Training Offcr, Shift Supervisor, 911 Asst and Director, Child Abuse Inv., Deputy.



**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**

We are all here to support 911. Though I dreaded the completion of the PSAP Compliance - and made it through my review - I so impressed with the process I wanted to offer my exp and assistance to other PSAPS if needed.

**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

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N/A -- Fairly flexible.

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

Email/Text/Phone

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**ALL APPLICANTS MUST SUBMIT THE FOLOWING ADDITIONAL INFORMATION:**

- A LETTER OF SUPPORT FROM YOUR CURRENT EMPLOYER
- A COMPLETE RESUME
- RECOMMENDATION LETTER (OPTIONAL)



APPLICANT SIGNATURE:

*[Handwritten signature]*

DATE:

11/16/18

**Chris Francis**  
Sheriff



**Ricky McKinney**  
Chief Deputy

## ***Rutherford County*** ***Sheriff's Office***

October 29, 2018

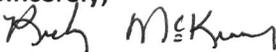
North Carolina 911 Board  
NC Department of Information Technology  
Tina Gardner, 911 Network Analyst

Dear North Carolina 911 Board:

Lieutenant Greg Dotson, 911 Director, is an excellent employee with the Rutherford County Sheriff's Office and has a vast knowledge of 911 operations. I would most definitely support Lt. Greg Dotson to serve as a Reviewer on the NC911 Board for the PSAP Compliance. I believe he will be a great asset to the NC911 Board.

If you need any further information, please do not hesitate to contact our office.

Sincerely,

  
Ricky McKinney, Chief Deputy  
Rutherford County Sheriff's Office  
[Ricky.mckinney@rutherfordcountync.gov](mailto:Ricky.mckinney@rutherfordcountync.gov)



## NASH COUNTY EMERGENCY SERVICES

Nash County Administration Building  
120 West Washington Street, Suite 1102  
Nashville, North Carolina 27856  
Phone (252) 459-9805 • Fax (252) 459-1647

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Brian Brantley  
Director

December 20, 2018

Tina Bone, Network Specialist

N.C. 9-1-1 Board

Dear Ms. Bone:

This letter serves as a formal recommendation for Mark Reavis to be considered as a PSAP Reviewer. Mark currently serves as 9-1-1 Program Manager/Training Officer. Mark serves many roles, including Lead Instructor for our 9-1-1 continuing education program. Mark is Lead Instructor for the first 9-1-1 Dispatch Academy in N.C., partnering with our local college system, Nash Community College. In this collaborative effort, Mark has just completed and instructed eight of these academies. Mark's students graduate with a much better understanding of the 9-1-1 industry, as he teaches basic fundamentals and principles, allowing students to enter a rewarding career.

Mark is very capable of serving in this new role as a PSAP Reviewer. I offer my full support in this new endeavor. His passion is demonstrated in his work ethic and enthusiasm.

Please contact me if you have any questions or need further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian", is written over a horizontal line.

Brian Brantley, Nash County Emergency Services Director



## NASH COUNTY EMERGENCY SERVICES

Nash County Administration Building  
120 West Washington Street, Suite 1102  
Nashville, North Carolina 27856  
Phone (252) 459-9805 • Fax (252) 459-1647

Brian Brantley  
Director

December 20, 2018

Tina Bone  
Network Specialist  
NC 911 Board  
P.O. Box 17209  
Raleigh, NC 27619

Dear Ms. Bone:

I'm writing to recommend Mark Reavis for the position of PSAP Reviewer to assist the NC 911 Board. As you know, I've worked with Mark for the past twenty-five years here at Nash County 9-1-1 Communications, and he has a heart for the 9-1-1 Industry.

As the Program Manager/Training Officer for Nash County 9-1-1 Communications, Mark is always looking for opportunities to help our employees and organization grow and to serve our citizens better. As mentioned earlier, Mark has a heart for 9-1-1 and is always looking for ways to become more involved within the 9-1-1 Industry.

Mark would be an excellent addition to the PSAP Reviewer group. I believe with Mark's 9-1-1 experience, he will only enhance those that are already serving in this group.

Please feel free to contact me by email ([bryant.fisher@nashcountync.gov](mailto:bryant.fisher@nashcountync.gov)) or phone (252-459-1699) if you have any questions.

Respectfully,

A handwritten signature in black ink that reads "Bryant Fisher".

Bryant Fisher  
9-1-1 Director  
Nash County



NAME: Mark Reavis PHONE # 2524591036

EMAIL: mark.reavis@nashcountync.gov

EMPLOYER: Nash County Emergency Services 9-1-1

ADDRESS: 120 W Washington St Suite 1102

CITY: Nashville STATE: NC ZIP: 27856

CURRENT TITLE: 9-1-1 Program Manager/Training Officer

YEARS IN PUBLIC SAFETY: 26

**LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:**

EMD, EFD, EPD, EMD-Q, EFD-Q, EPD-Q, CPR, DCI, NCAWARE, Level I OEMS/EMD Instructor, USA Mental Health First Aid

AQUA software, ICS-100, 200, 300, 400, 700, 800, TERT, Crisis Intervention T/C (CIT), Pro-QA software in all three disciplines

**DESCRIBE YOUR EXPERIENCE AS IT RELATES TO THE FOLLOWING:  
(attach separate sheet if necessary)**

- 1. PSAP OPERATIONS & MANAGEMENT** Served as T/C for over 16 years, QA/QI for 5 years  
Shift Supervisor for 7 years, Program Manager/Training Officer for 5 years
- 2. PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)** Radio - Motorola MCC5500  
Very familiar with telephone (INTRADO VIPER, CAD (Tritech/VisionAir)
- 3. TELECOMMUNICATOR QUALIFICATIONS & TRAINING** See resume, but multiple cert's.  
Extensive training in all aspects of T/C training, certifications, etc.



**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**

This opportunity will allow me to broaden my skill-set, while meeting and networking with others in the industry. I always enjoy meeting new people and learning all I can about a career I'm very passionate about.

**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

Usually teach on Monday and Tuesday evenings (six months/year)

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

Wireless - 252-955-3819 or Office - 252-459-1036

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**ALL APPLICANTS MUST SUBMIT THE FOLOWING ADDITIONAL INFORMATION:**

- A LETTER OF SUPPORT FROM YOUR CURRENT EMPLOYER
- A COMPLETE RESUME
- RECOMMENDATION LETTER (OPTIONAL)



APPLICANT SIGNATURE: Mark E. Reavis Digitally signed by Mark E. Reavis  
Date: 2018.11.05 16:19:06 -05'00' DATE: 12/19/2018

**Mark E. Reavis**  
2132 Pine Tree Ln  
Rocky Mount, NC 27804  
Cell: (252) 955-3819  
Office: (252) 459-1036  
Mark.reavis@nashcountync.gov

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**PERSONAL**

Date of Birth: August 2, 1971  
Place of Birth: Henderson, NC  
Marital Status: Married, five children

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**EDUCATION**

High School Diploma, Southern Nash Senior High School, Bailey, NC, Graduated 1990  
Wake Technical Community College, Raleigh, NC, Emergency Medical Science 2-year program  
Nash Community College, Rocky Mount, NC, General and Required

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**SPECIALITY CERTIFICATIONS**

1990	Emergency Medical Technician
1991	Emergency Medical Technician-Intermediate
1992	Emergency Medical Technician – Advanced Intermediate
1990-2002	Firefighter I/First Responder/EMT, Coopers Volunteer Fire & Rescue Dept
1994-1996	Firefighter Lieutenant, Coopers Volunteer Fire & Rescue Dept
2000-2017	National Emergency Number Association (NENA) Member
1992	Pediatric Advanced Life Support (PALS)
1992	Advanced Cardiac Life Support (ACLS)
1992-1996	CPR / First Aid Instructor – Nash Community College/ National Safety Council
1994-1996	Emergency Medical Technician Instructor – Nash Community College
2016-Present	9-1-1 Emergency Dispatch Academy – Nash Community College

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**CURRENT CERTIFICATIONS/CONFERENCES/VOLUNTEER**

Emergency Medical Dispatch, Johnny Johnson Instructor, Louisburg, NC, Academy ID #16479  
Emergency Fire Dispatch, Jay Dornseif, Tarboro, NC  
Emergency Police Dispatch, Jason Barbour, Rocky Mount, NC  
Emergency Fire Dispatch – Quality Assurance  
Emergency Police Dispatch – Quality Assurance  
Emergency Medical Dispatch – Quality Assurance  
Level I EMS / EMD Instructor, Office of Emergency Medical Services, NC, State ID #4065  
CPR, Annual Renewal  
APCO – 40 Hr Basic Telecommunicator Certification  
APCO – CTO (Communications Training Officer) May 2004  
FEMA/ICS – 100, 200, 300, 400, 700, 800  
Telecommunications Emergency Response Task Force (TERT)  
Crisis Intervention Telecommunicator (CIT)  
EMS / EMD Educational Methodology Instructor  
Division of Criminal Information (SBI)  
NC Aware

## CURRENT CERTIFICATIONS/CONFERENCES/VOLUNTEER - CONTINUED

Nash Community College Instructor – 9-1-1 Emergency Dispatch Academy (First in N.C.)  
9-1-1 Therapy Dog Volunteer – 9-1-1 Therapy Dogs - Making a Positive Difference (First in N.C.)  
Ongoing – Leadership Workshops, Professional Development, APCO/NENA Conferences  
Management Training  
USA Mental Health First Aid – Adult and Child  
Registered Therapy Dog Team – Canines for Christ, Journee, The Goldendoodle  
Presented at NAVIGATOR2018, Las Vegas, NV (Spring)  
Will be presenting at NAVIGATOR2019, National Harbor, MD (Spring)  
Presented to NC-9-1-1 Board, Greensboro, PSAP Manager’s Meeting (2018)  
Presented in Greensboro, NCTTS Conference (Spring)  
NCPSCC – Cherokee, NC (Presenter) Sept 2017

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## EMPLOYMENT

**August 1996 – 2018** *Program Manager/Training Officer (2<sup>nd</sup> in Command of 9-1-1 Division)  
Telecommunicator/QA/Training, Nash County Emergency Services, Nashville, NC*

Manages Quality Assurance and Improvement for the 911 center, auditing calls, utilizing Aqua software, as well as coordinating all monthly Continuing Education classes. Assist in center operations as a telecommunicator during staff shortages and high call volumes. Responsible for maintaining all EMD/EPD/EFD and State certifications for all personnel. Performs as primary instructor for the center, as a credentialed teaching institution and Nash Community College for 9-1-1 Emergency Dispatch Academy. Provides individual training and feedback as required for protocol compliance.

Performed as an EMT, EMT-I, EMT-AI with Nash County Emergency Services prior to assuming Telecommunicator/QA/Training responsibilities.

**June 2007 – 2012** *Substitute Teacher, Nash/Rocky Mount School System, Nashville, NC*  
Performed substitute teacher responsibilities, followed lesson plans, in the absence of the primary teacher, for Elementary and Secondary classrooms.

## REFERENCES

J. Edgar Moore, Attorney & Counselor at Law	Tel: (252) 450-5419
John Crestetto, DDS-MD	Tel: (252) 443-7331
Mark Walters, Edgecombe County Emergency Ser Director	Tel: (252) 641-6682



NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CURRENT TITLE: \_\_\_\_\_

YEARS IN PUBLIC SAFETY: \_\_\_\_\_

LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:

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DESCRIBE YOUR EXPERIENCE AS IT RELATES TO THE FOLLOWING:  
(attach separate sheet if necessary)

1. PSAP OPERATIONS & MANAGEMENT
  
2. PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)
  
3. TELECOMMUNICATOR QUALIFICATIONS & TRAINING



**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**

**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

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- **A LETTER OF SUPPORT FROM YOUR CURRENT EMPLOYER**
- **A COMPLETE RESUME**
- **RECOMMENDATION LETTER (OPTIONAL)**



APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



***Vicki Callicutt***

Director, **Union County Communications**  
AAS Criminal Justice, SCC, 2014

***Contact Info:***

*Union County* Government Center, 500 N. Main St. Suite 15,  
Monroe, NC 28112 Phone: 704-283-3550  
E-mail: [vicki.callicutt@uniocountync.gov](mailto:vicki.callicutt@uniocountync.gov)

***Career Highlights***

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Union County

- Director, Union County Communications, November 2017 to present

City of Concord

- Director, Concord Communications, April 2013 to November 2017
- Interim Director November 2012 to April 2013
- Emergency Communications Operation Manager, 2000-2012

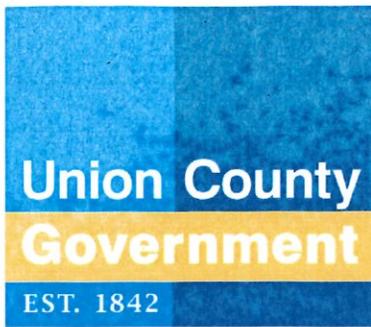
***Professional Affiliations and Certifications***

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- National Emergency Number Association
  - National Association of Public Safety Communications Officials
  - Motorola Trunked Users Group
  - Emergency Number Professional, 2016
  - Motorola APX Technical Subscriber Academy, 2016
  - Motorola XTL/XTS Technical Subscriber Academy, 2015
  - NC General Instructor, NC Criminal Justice Training and Standards, 1998
  - Certified Telecommunicator, NC Sheriffs Training and Standards, 1999
  - Telecommunicator Instructor, NC Sheriffs Training and Standards, 2003
  - National Incident Management Systems Coursework, Continual
  - Division of Criminal Information (DCI) Certification, Continual
- 

Rowan Cabarrus Community College

- Telecommunicator Instructor 1999 to present
- BLET Instructor



**Emergency Services**

500 N Main St  
Suite #15  
Monroe, NC 28112

T. 704.292.2514

[www.unioncountync.gov](http://www.unioncountync.gov)

December 7, 2018

Tina Bone

911 Network Analyst

North Carolina 911 Board

NC Department of Information Technology

PO Box 17209

Raleigh, NC 27619-7209

Dear Tina,

This letter of reference is provided on behalf of Vicki C. Callicutt in her quest to become a Peer Reviewer for the NC 911 Board. Vicki currently serves as the 911 Division Director with the Union County Department of Emergency Services. I have worked, taught, participated in projects and attended continuing education classes and conferences with Vicki since 2003 (in Concord as well as Union County. Additionally; I have supervised her for the past year and can attest to her professionalism and knowledge of 911 operations, equipment and infrastructure.

When I served as Deputy Chief in Concord, Vicki was my go to person to assist with budget, technical questions promotional processes, and a wide array of other subjects which demonstrated her ability to perform the duties of a senior leader in public safety.

Vicki holds an Associate Degree in Criminal Justice from Stanly Community College. She is passionate about 911 and dedicated to improving the service to all customers, while leading her division into the future utilizing the latest in technology.

Vicki Callicutt is very enthusiastic about her division and our department and its role in the community. Her accomplishments in the 911 field and its' mission makes her a great asset to the 911 Board as a Peer Reviewer. I highly recommend her for this designation with absolutely no reservations and will provide all the support from our County and Department in her participation.

Sincerely,

Curtis W. Teague  
Executive Director of Emergency Services





NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CURRENT TITLE: \_\_\_\_\_

YEARS IN PUBLIC SAFETY: \_\_\_\_\_

LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:

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1. PSAP OPERATIONS & MANAGEMENT
  
2. PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)
  
3. TELECOMMUNICATOR QUALIFICATIONS & TRAINING



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**PLEASE INDICATE IF THERE ARE ANY RESTRICTIONS ON YOUR AVAILABILITY**

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

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- **RECOMMENDATION LETTER (OPTIONAL)**



APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



NAME: \_\_\_\_\_ PHONE # \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

CURRENT TITLE: \_\_\_\_\_

YEARS IN PUBLIC SAFETY: \_\_\_\_\_

**LIST YOUR PROFESSIONAL CERTIFICATIONS, MEMBERSHIPS OR LICENSES:**

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2. PSAP EQUIPMENT (i.e Telephone, CAD, Dispatching Systems)
  
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**WHY ARE YOU INTERESTED IN SERVING IN THIS CAPACITY? (attach separate sheet if necessary)**

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**PLEASE INDICATE YOUR PREFERRED METHOD OF CONTACT**

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- **RECOMMENDATION LETTER (OPTIONAL)**



APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

December 17, 2018

L.V. Pokey Harris  
Executive Director  
North Carolina 911 Board

This report summarizes the project status for the Northern Piedmont and Mountains Orthoimagery 2018 Project, funded by the NC 911 Board. The report summarizes project status for the period from September 1, 2018 – October 31, 2018.

### **Accomplishments**

The accomplishments by the project team during the period include the following items organized by team member:

#### CGIA

- Completed Quality Review of 5% of each remaining county's imagery using the VOICE online quality review tool.
- Coordinated PSAP and County user participation in quality review process (VOICE).
- Screened all submitted issues from participants of the quality review in VOICE to determine whether the issues were within scope requirement or needed to be addressed by the acquisition contractors.
- Coordinated the resolution of all submitted issues with contractors and confirmed the fixes once the imagery was reloaded in VOICE.
- Began receipt of final products from contractors on hard drive deliveries to CGIA.
- Validated delivered imagery products for completion and specifications.
- Began creation of derived products from the delivered imagery, such as compressed image files (MrSID format).
- Other tasks include regular team meetings and ongoing outreach to federal, state and local partners.

#### NC Department of Transportation (NCDOT)

- Completed Quality Review of 30% of each county's imagery using the VOICE online quality review tool.
- Screened initial submitted issues of NCDOT staff who participated in the VOICE online quality review.
- Attended team strategy meetings and weekly status meetings.
- Provided technical support for project planning.

#### NC Department of Public Safety: NC Geodetic Survey (NCGS)

- Attended team strategy meetings and weekly status meetings.
- Provided technical support for project planning.
- Ensured data was being collected at Continuously Operating Reference Stations (CORS) sites in the project area 24/7.
- Developed horizontal field quality control data collection plan.
- Determined location of quality control points.

## Acquisition Vendors

This section summarizes the accomplishments of the four prime acquisition vendors selected through the Qualifications-Based Selection (QBS) process. The selected vendors are Sanborn Map Company, Atlas Geographic Data, Surdex Corporation, and Spatial Data Consultants. The fully executed contracts were awarded on December 13, 2017. Each of the contracts consists of six primary tasks as follows:

- Task 1 – Flight Planning
- Task 2 – Imagery Acquisition
- Task 3 – Aerotriangulation and Ortho Generation
- Task 4 – Product Delivery and Data Acceptance
- Task 5 – Quality Review and Resolutions Reporting
- Task 6 – Closeout

For the September through October 2018 reporting period, the status of all tasks is listed below:

Task	Reported Percent Complete (as of latest invoice)			
	Spatial Data Consultants	Sanborn Map Company	Atlas Geographic Data	Surdex Corporation
Task 1: Flight Planning	100%	100%	100%	100%
Task 2: Acquisition	100%	100%	100%	100%
Task 3: Aerotriangulation and Ortho Generation	100%	100%	99%	100%
Task 4: Product Delivery and Data Acceptance	100%	100%	100%	100%
Task 5: Quality Review Resolutions	32%	60%	86%	100%
Task 6: Closeout	0%	0%	0%	0%

[Acquisition of imagery for all 26 counties was completed on April 5<sup>th</sup>, 2018.]

## VOICE Application Contractor:

This section summarizes the accomplishments of Quantum Spatial, the sole-source contractor developing the VOICE QC Application. The fully executed contract was awarded on April 6, 2018. That agreement consists of six primary tasks as follows:

- Task 1: Requirements Workshop
- Task 2: System Design Document
- Task 3: Development
- Task 4: Beta Release Testing
- Task 5: Production Release
- Task 6: Hosting and Project Close

The VOICE QC Application is continuing on schedule. The following tasks were completed or underway through this reporting period:

- Task 5: Production Release
  - Continue to monitor and address issues during production.
- Task 6: Hosting and Project Close
  - Image service hosting will continue until December 28.
  - Loaded revised imagery tiles for areas where end-users identified issues and acquisition contractors fixed these issues.

### Schedule

The following represents the project's core deliverables milestones for plan and actual status:

Task	Item	Planned Start	Planned Finish	Actual Finish/Percent Complete
<b>1</b>	<b>Project Initiation</b>	<b>7/1/2017</b>	<b>12/31/2017</b>	
	Issue RFQ for Orthoimagery QBS	8/1/2017	8/1/2017	8/1/2017
	Closing date for RFQ responses	8/30/2017	8/30/2017	8/30/2017
	Contract NCGS and NCDOT	8/1/2017	8/1/2017	7/7/2017
	Host workshop for selected applicants	10/3/2017	10/3/2017	10/3/2017
	Technical and cost proposals due	10/17/2017	10/17/2017	10/17/2017
	Negotiate with selected applicants	11/2/2017	11/2/2017	11/2/2017
	Issue Purchase Orders	11/22/2017	11/22/2017	1/8/2018
	Conduct Kickoff Meeting	12/14/2017	12/14/2017	12/14/2017
	Contract QC Service Provider	1/1/2018	1/1/2018	4/6/2018
<b>2</b>	<b>Planning and Design</b>	<b>10/15/2017</b>	<b>4/30/2018</b>	
	CORS Upgrades	10/15/2017	3/1/2018	10/26/2017
	Validation Range	10/15/2017	1/15/2018	8/28/2017
	RTN Maintenance	10/15/2017	Ongoing	
	Control Surveys and Attachment C-1: Control Surveys Report	4/3/2018	4/3/2018	4/6/2018
<b>3A</b>	<b>Acquisition</b>	<b>1/20/2018</b>	<b>5/15/2018</b>	
	Acquire 26 Counties	1/20/2018	4/15/2018	4/5/2018
	Attachment D: Imagery Acquisition Compliance Report	2/1/2018	5/15/2018	5/15/2018
<b>3B</b>	<b>Acquisition Post-Processing</b>	<b>2/1/2018</b>	<b>5/29/2018</b>	
	Attachment E: GNSS-IMU Post Processing & Aerotriangulation Report	3/1/2018	5/27/2018	6/22/2018
	Ortho Generation Workshop	4/19/2018	4/19/2018	4/19/2018
	Study Area Web Map Service	6/8/2018	6/8/2018	6/8/2018
<b>4</b>	<b>Quality Review Production and Product Delivery</b>	<b>8/1/2018</b>	<b>12/7/2018</b>	
	QC Production Cycle	8/1/2018	12/7/2018	
<b>5</b>	<b>Implementation</b>	<b>12/10/2018</b>	<b>3/30/2018</b>	
	Product Delivery	12/10/2018	12/10/2018	
	Implement the NC OneMap Geospatial Portal solution	2/1/2018	Ongoing	

	60 day End-User Evaluation	12/11/2018	2/15/2019	
<b>6</b>	<b>Project Closeout</b>	<b>2/1/2019</b>	<b>6/30/2019</b>	
	Final Data Packaging and Final Reports	2/1/2019	5/31/2019	
	Project Closeout	6/1/2019	6/30/2019	

### Budget

The expenditures for the project are summarized below. Note the current reporting period represents September 1, 2018 – October 31, 2018. The total budget for the project is \$3,508,433.

Item	This Reporting Period	Cumulative to Date	Percent Expended to Date
<b>CGIA</b>			
CGIA Labor**	\$0.00	\$157,164.00	<b>38.2%</b>
ITS Hosting and Information Technology	\$3,521.77	\$3,521.77	<b>8.5%</b>
CGIA Travel	\$683.70	\$2,794.48	<b>57.5%</b>
CGIA Reimbursable Expenses	\$0.00	\$0.00	<b>0.0%</b>
<b>CGIA Total</b>	<b>\$4,205.47</b>	<b>\$163,480.25</b>	<b>35.2%</b>
<b>Subcontractors</b>			
NCDPS-NCGS	\$0.00	\$151,948.24	<b>72.2%</b>
NCDOT	\$43,723.95	\$73,153.55	<b>48.5%</b>
Sanborn Map Company	\$27,585.73	\$521,097.81	<b>89.9%</b>
Atlas Geographic Data	\$15,352.00	\$588,555.20	<b>91.2%</b>
Surdex	\$20,691.00	\$618,868.01	<b>91.3%</b>
Spatial Data Consultants	\$21,674.26	\$515,650.52	<b>91.0%</b>
VOICE	\$15,200.00	\$44,300.00	<b>74.5%</b>
<b>Subcontractor Total</b>	<b>\$144,226.94</b>	<b>\$2,513,573.33</b>	<b>86.9%</b>
<b>Total (for Project)</b>	<b>\$148,432.41</b>	<b>\$2,677,053.58</b>	<b>76.3%</b>

\*\*Holding CGIA labor costs until guidance is received on whether positions are funded by appropriations or receipts-based in FY18-19 State Budget

### Major Tasks Identified for November 2018

#### CGIA

- Process and validate final imagery deliveries from contractors.
- Continue to develop derived imagery products.
- Schedule delivery meetings for the first week of December.
- Communicate delivery schedule to 911 PSAP points of contact.
- Coordinate with 911 PSAP points of contact to document any exception requests to the normal delivered imagery products that are necessary for their CAD systems.
- Other tasks include regular team meetings and ongoing outreach to federal, state and local partners.

#### NCDOT

- Attend weekly project meetings.
- Continue technical support for project planning.
- Aid in final imagery validation as needed.

### NCGS

- Begin horizontal quality control on final imagery products.
- Attend weekly project meetings.
- Perform CORS maintenance when needed in the project area.
- Finalize contract with quality control firms.

### **Project Issues**

There are no financial or technical issues to prevent the team from completing the project on time and within budget.

Please contact me by phone at (919) 754-6588 or email at [tim.johnson@nc.gov](mailto:tim.johnson@nc.gov) if you have questions about this report or about contractual or administrative aspects of the project. Contact Ben Shelton of CGIA at (919) 754-6377 or email at [ben.shelton@nc.gov](mailto:ben.shelton@nc.gov) regarding technical matters related to the project.

Sincerely,

A handwritten signature in black ink that reads "Tim Johnson". The signature is written in a cursive, flowing style.

Tim Johnson, GISP  
Director  
Center for Geographic Information and Analysis

December 17, 2018

L.V. Pokey Harris  
Executive Director  
North Carolina 911 Board

This report summarizes the project status for the Northern Piedmont and Mountains Orthoimagery 2018 Project, funded by the NC 911 Board. The report summarizes project status for the period from November 1, 2018 – November 30, 2018.

### **Accomplishments**

The accomplishments by the project team during the period include the following items organized by team member:

#### CGIA

- Received all final imagery from contractors on hard drive deliveries to CGIA.
- Validated delivered imagery products for completion and specifications.
- Created derived products from the delivered imagery, such as compressed image files (MrSID format).
- Coordinated with 911 PSAP points of contact to document and create any exception requests to the normal delivered imagery products that are necessary for their CAD systems.
- Coordinated and scheduled regional delivery meetings with PSAP and end users in all 26 counties of the project.
- Other tasks include regular team meetings and ongoing outreach to federal, state and local partners.

#### NC Department of Transportation (NCDOT)

- Attended team strategy meetings and weekly status meetings.
- Provided technical support for project planning.

#### NC Department of Public Safety: NC Geodetic Survey (NCGS)

- Ensured data was being collected at Continuously Operating Reference Stations (CORS) sites in the project area 24/7.
- Began horizontal quality control review of delivered imagery products from contractors.

#### Acquisition Vendors

This section summarizes the accomplishments of the four prime acquisition vendors selected through the Qualifications-Based Selection (QBS) process. The selected vendors are Sanborn Map Company, Atlas Geographic Data, Surdex Corporation, and Spatial Data Consultants. The fully executed contracts were awarded on December 13, 2017. Each of the contracts consists of six primary tasks as follows:

- Task 1 – Flight Planning
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- Task 4 – Product Delivery and Data Acceptance
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Task 2: Acquisition	100%	100%	100%	100%
Task 3: Aerotriangulation and Ortho Generation	100%	100%	99%	100%
Task 4: Product Delivery and Data Acceptance	100%	100%	100%	100%
Task 5: Quality Review Resolutions	95%	60%	86%	100%
Task 6: Closeout	70%	0%	0%	100%

[Acquisition of imagery for all 26 counties was completed on April 5<sup>th</sup>, 2018.]

VOICE Application Contractor:

This section summarizes the accomplishments of Quantum Spatial, the sole-source contractor developing the VOICE QC Application. The fully executed contract was awarded on April 6, 2018. That agreement consists of six primary tasks as follows:

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  - Loaded revised imagery tiles for areas where end-users identified issues and acquisition contractors fixed these issues.

## Schedule

The following represents the project's core deliverables milestones for plan and actual status:

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	Closing date for RFQ responses	8/30/2017	8/30/2017	8/30/2017
	Contract NCGS and NCDOT	8/1/2017	8/1/2017	7/7/2017
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	Ortho Generation Workshop	4/19/2018	4/19/2018	4/19/2018
	Study Area Web Map Service	6/8/2018	6/8/2018	6/8/2018
<b>4</b>	<b>Quality Review Production and Product Delivery</b>	<b>8/1/2018</b>	<b>12/7/2018</b>	
	QC Production Cycle	8/1/2018	12/7/2018	
<b>5</b>	<b>Implementation</b>	<b>12/10/2018</b>	<b>3/30/2018</b>	
	Product Delivery	12/10/2018	12/10/2018	
	Implement the NC OneMap Geospatial Portal solution	2/1/2018	Ongoing	
	60 day End-User Evaluation	12/11/2018	2/15/2019	
<b>6</b>	<b>Project Closeout</b>	<b>2/1/2019</b>	<b>6/30/2019</b>	
	Final Data Packaging and Final Reports	2/1/2019	5/31/2019	
	Project Closeout	6/1/2019	6/30/2019	

## Budget

The expenditures for the project are summarized below. Note the current reporting period represents November 1, 2018 – November 30, 2018. The total budget for the project is \$3,508,433.

Item	This Reporting Period	Cumulative to Date	Percent Expended to Date
<b>CGIA</b>			
CGIA Labor**	\$0.00	\$157,164.00	38.2%
ITS Hosting and Information Technology	\$0.00	\$3,521.77	8.5%
CGIA Travel	\$0.00	\$2,794.48	57.5%
CGIA Reimbursable Expenses	\$0.00	\$0.00	0.0%
<b>CGIA Total</b>	<b>\$0.00</b>	<b>\$163,480.25</b>	<b>35.2%</b>
<b>Subcontractors</b>			
NCDPS-NCGS	\$10,825.71	\$162,773.95	77.4%
NCDOT	\$10,391.42	\$83,544.97	55.4%
Sanborn Map Company	\$21,470.95	\$542,568.76	93.6%
Atlas Geographic Data	\$18,528.06	\$607,083.26	94.0%
Surdex	\$20,206.50	\$639,074.51	94.2%
Spatial Data Consultants	\$0.00	\$515,650.52	91.0%
VOICE	\$5,700.00	\$50,000.00	84.0%
<b>Subcontractor Total</b>	<b>\$87,122.64</b>	<b>\$2,600,695.97</b>	<b>90.0%</b>
<b>Total (for Project)</b>	<b>\$87,122.64</b>	<b>\$2,764,176.22</b>	<b>78.8%</b>

\*\*Holding CGIA labor costs until guidance is received on whether positions are funded by appropriations or receipts-based in FY18-19 State Budget

## Major Tasks Identified for December 2018

### CGIA

- Finalize hard drives containing all deliverables and imagery products for each of the 30 Primary PSAPs within the project area.
- Hold regional delivery meetings with PSAPs and end-users in the 26 counties in the project area.
- Create and stand up streaming imagery service with new 2018 imagery on NC OneMap.
- Other tasks include regular team meetings and ongoing outreach to federal, state and local partners.

### NCDOT

- Attend weekly project meetings.
- Continue technical support for project planning.

### NCGS

- Complete horizontal quality control of final products and create final reports.

**Project Issues**

There are no financial or technical issues to prevent the team from completing the project on time and within budget.

Please contact me by phone at (919) 754-6588 or email at [tim.johnson@nc.gov](mailto:tim.johnson@nc.gov) if you have questions about this report or about contractual or administrative aspects of the project. Contact Ben Shelton of CGIA at (919) 754-6377 or email at [ben.shelton@nc.gov](mailto:ben.shelton@nc.gov) regarding technical matters related to the project.

Sincerely,

A handwritten signature in black ink that reads "Tim Johnson". The signature is written in a cursive style with a large, prominent initial "T".

Tim Johnson, GISP  
Director  
Center for Geographic Information and Analysis

# ***Tab 5***

## **Executive Director Report**

### **Pokey Harris**

#### ***5 a)***

**New Board Member Orientation –  
Held December 14, 2018**

#### ***5 b)***

**Legislative Stakeholder Meeting –  
Held December 19, 2018**

#### ***5 c)***

**Federal 911 Grant Program**

#### ***5 d)***

**FY 2018 Biannual Audit**

#### ***5 e)***

**Staffing**

#### ***5 f)***

**Reminder of Nominations for 911  
Board Vice Chair**

***Tab 6***

**Education Committee Report**

**Mike Reitz**

***Tab 7***

**Funding Committee Report**

**David Bone**

***Tab 8***

**Finance Team Report**

**Marsha Tapler/Danette Jernigan**

***Tab 9***

**Grant Committee Report**

**Heather Campbell**

***Tab 10***

**Standards Committee Report**

**Donna Wright**

***Tab 11***

**Technology Committee Report**

**Jeff Shipp/Gerry Means**

***Tab 12***

**911 Regional Coordinator Reports**

**Tina Bone/Angie Turbeville**

***Tab 13***

**Other**

***Adjourn***

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**FEBRUARY 2019 COMMITTEE MEETINGS**

Phillips Building Training Room, 109 East North Street, Raleigh  
(Unless otherwise noted.)

- ❖ February 07 - Education Committee
- ❖ February 11 - Technology Committee
- ❖ February 14 - Funding Committee

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**FEBRUARY BOARD MEETING**

**Friday, February 22, 2019 – 3514 Bush Street, Raleigh**

(PSAP, Telecommunicator, and PSAP Manager Program recognitions to be held.)

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**\*\*\*LOGISTICS FOR FUTURE BOARD  
MEETINGS ARE UNDERWAY\*\*\***

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