

North Carolina 911 Board Meeting
MINUTES
3514 Bush Street, Raleigh NC
Friday, February 22, 2019
10:00 AM – 12:30 PM

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests</u>
David Bone (NCACC) Martin County	Richard Bradford (DOJ)	Numerous guest in attendance this date. List on File with 911 Board staff.
Secretary Eric Boyette (NC CIO) Board Chair	Ronnie Cashwell (DIT)	
Heather Campbell (CMRS) Sprint	Tina Gardner (DIT)	
Eric Cramer (LEC) Wilkes Communication - <i>via phone</i>	Pokey Harris (DIT)	
Bo Ferguson (Deputy City Manager) Durham County	Danette Jernigan (DIT)	
Chuck Greene (LEC) AT&T	Jesus Lopez (DIT)	
Greg Foster (Director, Comm.) NC Association of Rescue EMS	Gerry Means (DIT)	
J.D. Hartman (Sheriff) Davie County - <i>via phone</i>	Marsha Tapler (DIT)	
Jeff Ledford (NCACP) City of Shelby PD - <i>via phone</i>	Angie Turbeville (DIT)	
John Moore (VoIP) Spectrum Communications		
Buddy Martinette (Fire Chief, Wilmington) NCSFA	<u>Staff Absent</u>	
John Moore (VoIP) Spectrum Communications	Don Rice (DIT)	
Niraj Patel (CMRS) Verizon		
Jude O'Sullivan (CMRS) Carolina West		
Mike Reitz (APCO) Chatham Co 911		
Jeff Shipp (LEC) Star Telephone		
Amy Ward (LEC) CenturyLink - <i>via phone</i>		
Donna Wright (NENA) Richmond Co Emergency Services		

Call to order — Chairman Boyette called the meeting to order at 10:00 AM, welcoming everyone and thanking them for participating and asked Ms. Harris to call the roll of attendees. Ms. Harris stated that cameras had not been set up for the meeting, but plans were in the works to streamline the process for meetings to be available to the public. She also brought attention to the closed session meeting on the agenda for today's meeting.

1. Chairman's opening remarks — Chairman Boyette welcomed everyone to the meeting and thanked them for taking the time to join. He read aloud from a card sent to the Board by staff member Angie Turbeville, thanking everyone for their kind wishes and thoughts during the difficult time for her family when her father passed away.

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, but no one had pre-registered to speak and no one present or on the phone asked to.

4. Recognition of the Second Graduating Class of the PSAP Executive Management Program — Chairman Boyette and Ms. Harris joined Dr. Taylor from Richmond Community College in recognizing the second graduating class of the PSAP Executive Management Program, presenting those attending with a certificate of completion the course. This class includes the following individuals:

Kelly	Alvarez	Charlotte Mecklenburg PD
Matthew	Brown	High Point 911
Nicholas	Brown	Surry County 911 Communications
Trent	Brummitt	Granville County Sherriff's Office Emergency Communications
Maureen	Connolly	Mooresville PD
Susan	Davis	Mooresville PD
Johnathon	Denton	Jackson County 911
Angela	Earl	Rocky Mount PD
Travis	Essic	Davidson County 911/Harnett County 911
Jennifer	Etheridge	Wilson Cuntly Emergency Communications
William	French	Lumberton Emergency Services
Amber	Glisson	Hendersonville PD
Jeremy	Gregg	Polk County 911
Grayson	Gusa	Davie County 911 Communications
Melissa	Harmon	Watauga County Communications
Jimmy	Hodges	Pitt County Emergency Management
Vivian	Lassiter	Vance County Emergency Operations
Lori	Laughlin	High Point 911 Communications
Ebony	Lyons	Rocky Mount PD
Mary	Newns	Currituck County Emergency Communications
Walter	Owens	Rowan County 911
Kam	Parker	Jackson County 911
Michael	Patterson	Holly Springs PD
Cassandra	Reid	Burke County Emergency Communications/Watauga/Boone PD
Robert	Reid	Catawba County 911 Communications
Jennifer	Stewart	Charlotte Mecklenburg PD Communications
Aslyne	Tate	Polk County 911 Communications
Virginia	Ward	Henderson County Sheriff's Office
Morgan	Wood	Harnett County Sheriff's Office
Phillip	York	Rowan County 911
Dylan	Zachary	Brevard PD
Rebecca	Zamagni-Mander	Mecklenburg EMS Agency/Mooresville PD

5. Telecommunicator Recognitions

a) Nena Jacobs, TC for Rowan County 911

Telecommunicator Jacobs received a 911 call from a mother rushing home to aid a father with their child who was not breathing. TC Jacobs gathered info and quickly had units en route to the home. She then called the home and gave the father CPR instructions. After responders arrived the child was soon breathing on his own and awake thanks to the quick actions of Nena Jacobs. Tina Gardner presented a commemorative plaque to Ms. Jacobs, which was followed by a round of applause.

b) Amanda Nguyen, TC for Iredell County 911

Telecommunicator Nguyen was enjoying a day of fun at Carowinds Splash Country when she noticed a young boy struggling to stay above water. TC Nguyen dragged the child to safety and contacted camp counselors to care for the boy. TC Nguyen had previously been honored by Iredell County EMS with four lifesaving awards for her role in the care process during cardiac emergencies; one of these was when she answered a call from Tim Will, who was unknowingly suffering from a severe cardiac event, commonly known as a “widow-maker” while driving through Iredell County. Mr. Will credits TC Nguyen for his survival. Angie Turbeville presented a commemorative plaque to Ms. Nguyen, which was followed by a round of applause.

6. Election of 911 Board Vice Chair for 2019 — Ms. Harris advised she had received one nomination for Board Vice Chair via email for Donna Wright. Chairman Boyette then opened the floor for any additional nominations. There were no additional nominations made. Amy Ward offered a motion to elect Donna Wright as Vice Chair. David Bone seconded the motion and it carried unanimously. Chairman Boyette then thanked David Bone for his service as the previous Vice Chair.

7. Consent Agenda — Chairman Boyette asked Ms. Harris to proceed with the consent agenda. She noted that CGIA Director, Tim Johnson would be attending the next meeting to discuss the contract for orthoimagery.

a) Minutes of Previous Meeting – January 18, 2019

b) NG 911 Fund

January 2019 Fund Balance	\$41,323,813.34
January 2019 Disbursement	-\$10,688.70

c) CMRS Fund

January 2019 Fund Balance	\$ 6,141,569.39
January 2019 Disbursement	-\$57,226.75

d) PSAP Fund

January 2019 Fund Balance	\$10,993,712.99
January 2019 Disbursement	-\$4,273,829.24

e) Grant Fund

January 2019 Fund Balance	\$34,078,858.08
January Grant Funds Encumbered	-\$29,610,780.20

f) Grant Project Updates per Reports

g) Orthoimagery December 2018 Reports

Chairman Boyette entertained a motion to accept the consent agenda as presented. Jeff Shipp put forward the motion. Heather Campbell seconded the motion and it carried unanimously.

8. Executive Director Report – Ms. Harris said she would not be going through each item in the report, however the information has been provided to the Board via the agenda book and it can be found there (see pages 70 – 80 of Agenda Book).

a) Retirement of Terry Bailey, Davidson County 911 – Ms. Harris commended Terry Bailey, Director of Davidson County 911, for thirty-one years of dedicated service.

b) FY2018 Biennial Audit – Ms. Harris stated that work on the audit had already begun and the auditors would be in-house starting the next week.

- c) 2019 Biennial Legislative Report
- d) 2018 State 911 Plan Crosswalk
- e) Legislative Update

9. Education Committee Report

- a) TC Training and Standards Stakeholder Summit – The next Summit is slated for March 13, 2019 at Chatham County Ag Center.
- b) General Report – Mr. Reitz stated the committee had been struggling to define improvement programs, a category spelled out in statute. After research by staff the committee decided not to define the program at the current time. A Board goal from the December work session was to continue efforts to implement EMD for all PSAPs. The committee received a map from the Office of EMS showing nine counties in the state that did not have EMD as of January 1, 2019. Mr. Reitz reached out to them all, and four of those PSAPs have EMD now or will be live by July 1, 2019. Staff will follow up with the remaining PSAPs about their plans to implement EMD.

10. Funding Committee Report

- a) Chowan County 911 Reconsideration – Chowan County 911 submitted a request for CAD servers and work stations. Due to the technology changes submitted in the final funding reconsideration package, documentation provided for review was not complete, so it did not allow for staff to determine eligibility to move the reconsideration forward. The Funding Committee recommends the Board deny the reconsideration, advising Chowan County 911 meet with staff to provide the required information and resubmit their request in March for FY2020. Mr. Bone said Chowan County had been made aware of this recommendation. Chairman Boyette entertained a motion to accept the Funding Committee's recommendation and it passed unanimously.
- b) Perquimans County 911 Reconsideration – Perquimans County 911 submitted a request for CAD servers, work stations, console furniture, software and licensing in the amount of \$247,970.78. This reconsideration was recommended by staff and a motion to approve was brought forward by the Funding Committee. Chairman Boyette entertained a motion to accept the Funding Committee's recommendation and it passed unanimously.
- c) FY2020 911 Service Charge Discussion – Marsha Tapler provided a summary of staff's analysis of revenue and expenditures as it related to the service charge. Based this analysis the Funding Committee makes a motion that the Board keep the current rate. Chairman Boyette entertained a motion to accept the Funding Committee's recommendation and it passed unanimously.
- d) General Report – David Bone stated that reviewing eligible expenditures, the PSAP funding model, and base seat count formula are priorities moving forward.

11. Finance Team Report — Danette Jernigan noted that only three reports remain uncompleted for FY2017. The team started the FY2018 reports as well and have plans to set up additional in-person meetings and conference calls to have interactions with PSAPs during the reporting process. They plan to move through reports as quickly as possible. Currently 44 of FY2018 reports are either finalized or near completion. Marsha Tapler said she is working on items for the Funding Committee, the Revenue Expenditure Reports, and the Biennial Report. She also plans to work with the auditors in the coming weeks.

12. Grant Committee Report — Heather Campbell said the grant application will be made available on April 1, 2019, with a submission deadline of May 31, 2019.

- a) 2020 Grant Workshop – March 20, 2019. The PSAP Grant Workshop will be hosted by Durham 911. All participants in a grant application need to attend. Register is required in advance by March 13 using the link in the announcement that went out to PSAPs.
- b) 2020 Grant Cycle Tentative Schedule – (see page 132 of Agenda Book)

13. Standards Committee Report — Donna Wright said the next committee meeting is scheduled for May. PSAP peer reviews continue to be scheduled and conducted.

14. NENA's 911 Goes to Washington Update — Donna Wright, Ms. Harris, Gerry Means and Tina Gardner attended the NENA 911 Goes to Washington conference. North Carolina proved to be ahead of

the curve in adopting new technologies and serves as an example for other states. NC now has 106 PSAPs that have committed to the ESInet or both the ESInet and hosted solution or both.

15. Technology Committee Report

- a) General Report – Gerry Means gave an update on the progress of the ESInet and hosted solution, integrating testing, the new NMAC, and the cybersecurity effort.
- b) GIS RFP Discussion – (Closed Session) – Jeff Shipp made a motion to close the public meeting pursuant to NC GS 143-318.11(a)(1) for the purpose of receiving information not yet public pursuant to NC GS 143B-1350 and the Board's discussion of GIS RFP evaluation and management of procurement process and consulting with council. Motion was seconded and passed unanimously.

Ms. Harris did a roll call for the closed session.

Bone, David
Boyette, Eric
Campbell, Heather
Cramer, Eric (Via Phone)
Ferguson, Bo
Greene, Chuck
Foster, Greg
Hartman, JD (Via Phone)
Ledford, Jeff (Via Phone)
Martinette, Budd
Moore, John
Patel, Niraj
O'Sullivan, Jude
Reitz, Mike
Shipp, Jeff
Ward, Amy (Via Phone)
Wright, Donna

Ms. Harris did a roll call for returning to open session.

Bone, David
Boyette, Eric
Campbell, Heather
Cramer, Eric (Did not Return to Phone Call)
Ferguson, Bo
Greene, Chuck
Foster, Greg
Hartman, JD (Via Phone)
Ledford, Jeff (Did not Return to Phone Call)
Martinette, Budd
Moore, John
Patel, Niraj
O'Sullivan, Jude
Reitz, Mike
Shipp, Jeff
Ward, Amy (Via Phone)
Wright, Donna

Jeff Shipp made the motion to return to open session of the public meeting of the Board, certifying that only the matter of the GIS RFP was discussed during the closed session. The motion was seconded and passed unanimously.

c) GIS Contract Award – Jeff Shipp advised of the Technology Committee’s recommendation to approve the Next Generation 911 GIS contract for the consolidation, synchronization, and normalization of local GIS data to GeoComm, Inc., in the amount of \$5,581,728 to include all initial non-recurring and recurring costs for a term of 84 months pending successful negotiations, and clarification of deliverables and processes within 60 days. As a recommendation from the Technology Committee, Chairman Boyette entertained a motion to accept recommendation and it passed unanimously.

16. 911 Regional Coordinator Reports — Tina Gardner and Angie Turbeville noted that the outreach continues for the remaining PSAPs that have not begun the onboarding process for NG911. They are both very busy assisting with the NG911 informational meetings for those in the process of migrating. Each continue to staff their respective committees for Education and Standards.

17. Other — No other items.

The next Board Meeting will be held on March 22, 2019 with a determination to be made if it will be an in-person meeting or conducted via WebEx/conference bridge.

Adjourn — Chairman Boyette adjourned the meeting at 11:33 AM.

APPROVED BY NC 911 BOARD 03/22/2019