



NORTH CAROLINA 911 BOARD MEETING

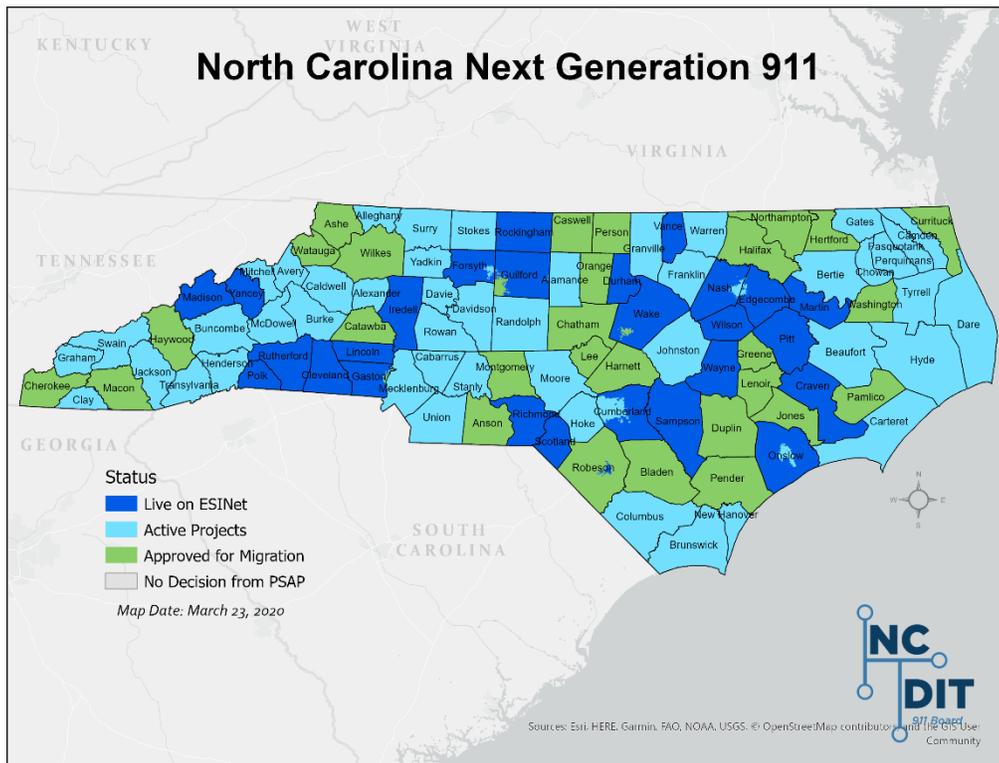
Friday, March 27, 2020

Via Microsoft Teams Meeting

Join Microsoft Teams Meeting

+1 984-204-1487 Conference ID: 459 474 250#

10:00 AM – Noon



#NexGen911isNowGen911inNC

Call to Order
Eric Boyette

Roll Call
Pokey Harris

Tab 1
Chair'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)

Tab 4 a)

Minutes of Meeting –

February 28, 2020

North Carolina 911 Board Meeting
MINUTES
3514 Bush Street, Raleigh NC
Friday, February 28, 2020
11:00 AM – 1:00 PM

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests</u>
Secretary Eric Boyette, (NC CIO) Board Chair	Richard Bradford, (DOJ) NC 911 Board Legal Counsel	Ron Adams, Southern Software
David Bone, (NCACC) Martin County Manager	Ronnie Cashwell, NC DIT/NC 911 Board Staff	Drew Allvine, AT&T
Greg Coltrane, (LEC) Wilkes Communication Sprint	Stephanie Conner, DIT/NC 911 Board Staff	Tony Blevins, ACSO
Greg Foster, (NC Association of Rescue EMS) Alexander County Director of Communications	Kristen Falco, DIT/NC 911 Board Staff	Charlene Brady, MPD
Chuck Greene, (LEC) AT&T	Tina Gardner, DIT/NC 911 Board Staff	Thomas Brake, CLT Airport
J.D. Hartman, (NC Sheriff's Association) Davie County <i>via phone</i>	Pokey Harris, NC DIT/NC 911 Board Staff	Jennifer Bryant, ACSO
Jeff Ledford, (NCACP) City of Shelby PD <i>via phone</i>	Jesus Lopez, NC DIT/NC 911 Board PM	Ron Camporciano, MPD
Buddy Martinette, (NCSFA) Fire Chief, Wilmington	Gerry Means, NC DIT/NC 911 Board Staff	Sgt. Russell Clark, Mooresville PD
John Moore, (VoIP) Spectrum Communications <i>via phone</i>	Stanley Meeks, NC DIT/NC 911 Board Staff	Portia Clowdis, HP 911
Jude O'Sullivan, (CMRS) Carolina West	David Newberry, NC DIT/NC 911 Board Staff	Jason Compton, Wake Sherriff
Jeff Shipp, (LEC) Star Telephone	Don Rice, NC DIT/NC 911 Board Contract Staff	Maureen Connolly, MPD
Earl Struble, (CMRS) Verizon Sprint <i>via phone</i>	Marsha Tapler, NC DIT/NC 911 Board Staff	Susan Davis, MPD
Donna Wright, (NENA) Richmond Co Emergency Services	Angie Turbeville, NC DIT/NC 911 Board Staff	Frank Falzone, MPD
		Ellis Frazier, HP 911
		Brian Greer, ACSO
<u>Members Absent</u>	<u>Staff Absent</u>	
Bo Ferguson, (NCLM) City of Durham	Chris Carlin, NC DIT/NC 911 Board Staff	Brooke Hazlett, Buncombe Co.
Stacey Gonyer, (CMRS) Sprint	James Covington, NC DIT/NC 911 Board Staff	Brian Henderson, MPD
		Will Hicks, ACSO
		Danny Houck, ACSO
		Phil Howell, ACSO
		Taylor Jones, Buncombe Co.
		Daniel Little, Cornelius PD
		Mike Moody, Southern Software
		Melanie Neal, Guildford Metro
		Mark Newsome, DIT
		Phillip Penny, MCP

		Sgt. Brian Plyle, Mooresville PD
		Cheryl Reed, DIT
		Brian Smith, AT&T
		James Smith, ACSO
		Brandon Steele, HP 911
		Kimberly Sterling, MPD
		Kyle Thaggard, HP 911
		Corinne Walser, Mecklenburg EMS
		Mary-Alice Warren, DIT
		Rob Wilson, Davidson Co. 911

Call to order — Vice Chair Wright called the meeting to order at 11:07 AM and asked Mrs. Harris to call the roll of attendees.

1. Vice Chair's Opening Remarks — Ms. Wright welcomed everyone to the meeting and thanked them for their support and taking the time to join. Ms. Harris asked to make some announcements, which Vice Chair Wright allowed. Secretary Boyette was attending the swearing-in ceremony for he and Secretary Tray Doaks, as he now transitions to Secretary of the Department of Transportation and Ms. Doaks is appointed as the Secretary of Department of Information Technology. She advised Vice Chair Wright will chair the meeting until his arrival this morning. Ms. Harris mentioned that Melanie Neal was present at the meeting. She will be APCO's representative and will be able to fully participate once her appointment is finalized. Ms. Harris also reported that Amy Ward had resigned from CenturyLink and therefore her position with the Board. A candidate will be vetted to fill the position. This will not occur until the next legislative session. She also welcomed DIT's Deputy Chief Financial Officer Cheryl Reed, Finance Director Mark Newsome, and Solutions Director/Chief Solutions Officer Glenn Poplawski, thanking them for attending or calling in to today's meeting. They plan to hear the Board's 3-year forecast and learn more about the fiscal operations of the Board.

2. Ethics Awareness/Conflict of Interest Statement — Vice Chair Wright read the Ethics Awareness/Conflict of Interest statement printed in the agenda. Sheriff Hartman advised he may have potential conflict with agenda item 5c regarding Davie County and recused himself. Vice Chair Wright asked to be recused from item 8a regarding the reconsideration request by Scotland County as that is her backup PSAP.

3. Public Comment — Vice Chair Wright extended the invitation for public comment. No one had preregistered to speak, and no one present or on the phone asked to.

4. Consent Agenda — Vice Chair Wright asked Ms. Harris to proceed with the consent agenda.

a) Minutes of Previous Meeting – December 6, 2019

b) NG 911 Financial Reporting

November 2019 Month-End Balance	\$64,762,505
November 2019 Disbursement	-\$483,975.31
December 2019 Month-End Balance	\$65,967,702
December 2019 Disbursement	-\$86,813
January 2020 Month-End Balance	\$67,238,903
January 2020 Disbursement	-\$53,423

c) CMRS Financial Reporting

November 2019 Month-End Balance	\$6,147,194
November 2019 Disbursement	-\$213,308
December 2019 Month-End Balance	\$6,740,889
December 2019 Disbursement	-\$0

January 2020 Month-End Balance	\$7,175,014
January 2020 Disbursement	-\$149,594
d) PSAP Financial Reporting	
November 2019 Month-End Balance	\$6,143,504
November 2019 Disbursement	-\$4,209,707
December 2019 Month-End Balance	\$7,685,922
December 2019 Disbursement	-\$4,209,707
January 2020 Month-End Balance	\$9,409,972
January 2020 Disbursement	-\$4,209,707
e) Grant Statewide/PSAP Financial Reporting	
November 2019 Month-End Balance	\$7,469,838
November 2019 Disbursement	-\$22,862,117
December 2019 Month-End Balance	\$7,519,040
December 2019 Disbursement	-\$22,371,993
January 2020 Month-End Balance	\$7,567,644
January 2020 Disbursement	-\$21,941,226

Vice Chair Wright entertained a motion to accept the consent agenda as presented, with the motion being seconded by Mr. Bone, seconded by Ms. Foster, and passing unanimously

5. Executive Director Report

a) NextGen 911 Migration Status – Ms. Harris shared the status map of PSAPs that have migrated to the ESInet. Current stats are 36 PSAPs live, 50 active projects, and 41 approved.

b) NextGen 911 GIS Status – This item was not reviewed due to time constraints.

c) NC NG911 and PSAP October & November Statewide Activities – (December 2019, January and February 2020)

- **PSAP Grant Program Agreement Signing Event – December 6, 2019**
Following the December 6 Board meeting, Secretary Boyette and NC 911 Board Executive Director Harris hosted ceremonial grant signings recognizing grants awarded to Cumberland, Davie, Franklin and Pender counties. Cumberland County was awarded \$2,251,387 to relocate its 911 communications center. Davie County was awarded \$232,767 to replace its CAD system. Franklin County was awarded \$3,958,873 for a new PSAP. Pender County was awarded \$45,873 to upgrade its CAD system. Representatives from each county participated in the signings.
- **Pitt County 911 ESInet Migration – 12/11/19**
Pitt County 911 migrated to the NC 911 managed service AT&T ESInet on December 11, 2019, receiving the first live call at 1033 hours (EST), also becoming part of the NC hosted Viper call handling solution.
- **Wayne County 911 ESInet Migration – 12/11/19**
As the second PSAP to migrate to the NC 911 managed service AT&T ESInet on December 11, 2019, Wayne County received their first call at 1059 hours (EST), also as part of the NC hosted Viper call handling solution. As the final NG911 migration in the state for 2019, Wayne County brought the year-end total to 32 PSAPs and 52 physical sites including backup facilities.
- **Havelock PD 911 ESInet Migration – 01/21/20**
Havelock PD 911 became PSAP #33 on January 21, 2020, to migrate to the NC 911 managed service AT&T ESInet. The PSAP is using an existing on premise geo-diverse Vesta call handling solution. This brings the total number of physical locations on the ESInet to 54, including backup facilities.
- **Madison County 911 ESInet Migration – 02/5/20**
Madison County 911 migrated to the NC 911 managed service AT&T ESInet and hosted Viper call handling solution on February 5, 2020, at 1121 hours (EST). This was the first Frontier PSAP to migrate to the statewide ESInet. This brought the number of PSAP agencies live on the ESInet in NC to 34, with the total being 55 physical PSAP locations.

- **NC and VA NG911 Collaboration – 02/5/20**
On February 5, 2020, PSAP and GIS representatives from Alleghany County 911, Surry County 911, and Stokes County 911 attended a meeting in Yadkin County hosted by the NC 911 Board staff. Virginia representatives from Twin County Regional 911 and Patrick County 911 were in attendance. In addition, the 911 Regional Coordinators from both NC and VA were in attendance to promote NG911 teamwork and collaboration between the two states. The purpose of the meeting was to discuss jurisdictional boundaries between the corresponding counties along the NC and VA borders. The meeting was facilitated by GeoComm and NC CGIA.
- **Forsyth County 911 ESInet Migration – 02/12/20**
On February 12, 2020, Forsyth County 911 migrated to the NC 911 managed service AT&T ESInet receiving the first live call at 1120 hours (EST), also becoming part of the NC hosted Viper call handling solution.
- **Yancey County 911 ESInet Migration – 02/13/20**
On February 13, Yancey County 911's successful migration took place with the receipt of their first live 911 call at 1057 hours (EST). They also became part of the NC hosted Viper call handling solution. This brought the total number of PSAPs live on ESInet in NC to 36 agencies and 58 physical PSAP locations including backups.

d) Staffing Update

- New 911 Regional Coordinators –** Ms. Harris introduced the two new 911 regional coordinators. David Newberry will be serving as regional coordinator for the South-Central region and Stephanie Conner will have the same role in the Western region of the state. She shared a brief bio of their past work and experience, welcoming them to the team.
- Realignment of PSAP Regions –** Ms. Harris presented a map covering the realignment of PSAP regions. The map will be sent out next week to PSAPs, some of which will now be in a new region. She thanked Mr. Gardner and Ms. Turbeville for their work on creating the new map.
- Discussion of PAT Concept –** PAT stands for PSAP Assistance Team. It assigns each PSAP a regional coordinator and a finance team member to serve as liaisons between them and the 911 Board Staff.

e) 2020 PSAP Manager's Meeting – April 14 and 15, Greensboro – This meeting will be an intense 2-day work session with the PSAP managers, who may also bring one other staff member that is either their PSAP operations person or their IT manager/person who serves in the IT capacity for the PSAP. The discussion will cover backup planning, utilizing the ESInet/NextGen capabilities and forming partnerships within their own region or other regions. Day 2 of the work session will cover Viper capabilities, DPR channels and auxiliary radio communications capabilities to incorporate into backup planning. All Board members are invited to attend.

f) NC PSAP Information Portal Demo – Ms. Turbeville and Mr. Meeks demonstrated the use of the CRM as a record keeping database also referred as the CMDB. Aside from allowing a central location to capture and retain PSAP demographics, this system also allows the NMAC to track tickets and PSAP information. With regards to the tickets(cases), they can track issues occurring at each PSAP and follow the issues until resolution. The first presentation was an introduction to the dashboard. Within the dashboard they can run certain reports daily. The first report was how they received tickets into the NMAC - by email, phone calls, or web portal. The second presentation was the workload by NMAC agents as to how many tickets were entered. The third presentation was a list of all the active tickets in the system. The next presentation was a graph showing the trend of tickets received in the last 7 days. The last graph is important because it helps determine if there is a current issue that may be affecting multiple PSAPs over time. Next was shown case management of tickets. They showed examples of the types of tickets received and opened one PSAP ticket for example. Within the ticket it is possible to see PSAP contact information and the type of problem or issue they are having. They can keep track of the issues and make notes on each step of the resolution process. Each day the NMAC team checks the tickets from the previous shift to make sure process to resolution has been or is heading to resolution. They can also narrow contacts from the PSAPs by region. This allows them to quickly communicate to the PSAPs within the CRM on an as-needed basis. Phase II of the project will be to incorporate the financial reporting piece into the CRM.

g) Kari's Law – Mr. Bradford explained that Kari's Law directs that all MLTS systems no longer require dialing "9" to reach an outside number. Existing equipment is grandfathered, but any new equipment must

comply. As equipment is replaced it should all become compliant. He also covered RAY BAUM'S Act which requires a dispatchable location delivered to the PSAP by all providers with the 911 call, plus additional information such as suite, apartment or similar information necessary to adequately identify the location of the calling party. He mentioned this is on the agenda for the PSAP Manager's meeting and it would be discussed in more detail at that time.

*Secretary Boyette arrived and assumed the chair position for the remainder of the meeting. As such, the recognition of telecommunicators was moved to the next agenda item.

6. Telecommunicator Recognitions

a) Ashe County 911 – Telecommunicator Jenni Bryant received a 911 call from a female concerned about the welfare of her father. He had texted disturbing messages. She provided TC Bryant with his address and phone number and a Sheriff's Deputy was dispatched. Soon after TC Bryant received another 911 call and noticed the caller ID was a match to the previous call. The caller communicated threats to TC Bryant and any responding officers. She immediately told other dispatchers to contact Sheriff's Deputy Curtis Elliott, who was on his way to the address from the first call. Sgt. Janna Suttle was able to contact Deputy Elliot via radio and he waited for backup to arrive at the scene. TC Jenni Bryant quite possibly played a role in saving the life of Deputy Elliott that day due to her attention. The incident that followed lasted several hours. During this time off-duty 911 dispatchers came in to assist and relieve each other as needed, including Earnie Eldreth, Keshea Roland, Sgt. Josh Steelman, Curtis Barker and Josh Carter. The following day off-duty dispatchers Renee Ashley and Chris Dollar came in to cover shifts so others could rest. It was an excellent show of teamwork and dedication by everyone involved. Due to the dedication and training of the responding officers, as well as the diligent efforts of TC Bryant and TC Suttle, all responders went home without injury that day. Telecommunicator Jenni Bryant and Sgt. Janna Suttle were each presented a commemorative plaque as recognition and appreciation for their outstanding efforts during this call. A standing ovation followed.

b) High Point County 911 – High Point 911 received several calls regarding a disturbed male outside a residence acting suspiciously, stating he had killed his father at one location and that he was planning to go to another location to kill his grandfather as well. Officers were dispatched to both locations to check the status of parties involved. At the first location officers found one deceased male who was identified as the father of the disturbed male, who by this time was present at the second location, ringing the doorbell. The grandfather was on the phone with Telecommunicator Portia Clowdis, who stayed on the phone with him throughout the altercation between responding officers and his grandson. H identified himself as former law enforcement who was armed and prepared to protect himself and his wife, who were trapped in the house. TC Clowdis addressed the matter within the High Point 911 guidelines and referred to previous training of the caller. TC Clowdis maintained contact with the caller until the suspect was brought down and transported to the hospital for evaluation. A commemorative plaque of recognition and appreciation for her outstanding efforts on this call was presented to Ms. Clowdis, which was followed by standing ovation.

c) Mooresville 911 PD – Telecommunicators Kimberly Sterling and Tiffany Rivera were recognized for their exemplary service in their performance of duty during an officer-involved shooting in Mooresville. Officer Jordan Sheldon with the Mooresville PD was killed on Mary 4, 2019, in the line-of-duty while on a traffic stop. Both TC Sterling and TC Rivera persevered in keeping things running smoothly, making notifications, calling multiple agencies for assistance, getting EMS to the scene, all while not knowing if their friend, co-worker and family member was injured or worse. They continued answering multiple calls from staff and citizens because emergencies do not stop. Ms. Sterling and Ms. Rivera were each presented a commemorative plaque as recognition and appreciation for their outstanding efforts during this call. Another standing ovation honored these telecommunicators.

7. Executive Committee Report — Vice Chair Wright stated there was no report from the committee.

8. Education Committee Report — Mr. Greene reported the committee did not meet in January and the February meeting had to be cancelled due to sickness and inclement weather on the scheduled day. At their next meeting they are scheduled to review courses in which funding eligibly is being requested. Also, a presentation about BeRailSafe is scheduled. This is the NC Department of Transportation's statewide safety initiative aimed at educating both children and adults about the dangers of being on and around railroad tracks. They have also been contacted by the NC Justice Academy who is interested in working with the committee in developing components of their curriculum around NextGen 911, ESInet, GIS routing and the other new technologies that are being put into place. The committee is also charged with

training requirements set forth in House Bill 217 and need to decide in conjunction with the Standards Committee how to ensure they are being met. Chief Martinette has agreed to lead an ad-hoc committee to develop a process to ensure PSAPs are following established standards for education by the statutes.

9. Funding Committee Report

a) Scotland County Reconsideration (Primary PSAP) – Scotland County 911 requested a funding reconsideration for a new tower project, which requires new radios. Staff recommended to the committee funding the reconsideration with the increased amount of \$114,010.02. The Funding Committee voted unanimously to approve staff's recommendation and the Board unanimously approved this recommendation.

b) CMPD-Charlotte Fire (Secondary PSAP) – Charlotte-Mecklenburg PD submitted a \$138,740 funding reconsideration on behalf of their secondary PSAP, Charlotte Fire Department. As a secondary PSAP CMPD-Charlotte Fire is provided funding on a per call basis. The purpose of the secondary PSAP funding is to supplement funding, not fund wholly. CMPD-Charlotte Fire has already been provided two years of leniency on this matter. They requested funding from the city, which was denied. Staff recommended not funding this reconsideration. The Funding Committee voted 5-2 to support staff's recommendation. This came to the Board as a recommendation from the Funding Committee to deny the CMPD-Charlotte Fire reconsideration request. Discussion confirmed that the Board can only fund primary PSAPs per statute. The statute allows some funding of secondary PSAPs. The Board's policy allows a primary PSAP to present a request for reconsideration on behalf of a secondary. Chairman Boyette reminded the Board there was a Funding Committee recommendation on the floor, which passed unanimously.

c) Charlotte Medic Appeal Withdrawal – Ms. Harris reported that Charlotte Medic has issued a letter to withdrawal their reconsideration appeal.

d) Jacksonville PD Seat Count Request – Jacksonville PD requested to add two seats to their approved seat count. Staff recommended to the committee one (1) additional seat and an overflow position based on criteria submitted. The Funding Committee voted unanimously to approve staff's recommendation of one (1) additional seat for an approved bases seat count of five (5), with the one (1) overflow as allowed, for a total approved seat count of six (6). The Board unanimously approved the Funding Committee recommendation.

e) Estimated Three-Year Forecast/Service Charge Rate – Ms. Tapler presented the estimated three-year forecast for the Board. This was presented to the committee with there being no recommended change in the current service charge rate of \$.65. The Funding Committee voted unanimously to approve staff's recommendation and the Board unanimously approved this recommendation.

f) Funding Model Talking Points – Ms. Harris reminded the Board they had seen these points before and that discussion about them had already occurred with Mr. Bone, Mr. Bradford, and each Board member while she was away due to the illness and passing of her sister. The funding model is not a change in a formula, instead it is a cost shift. Legacy charges are shifting to charges that will come for NextGen. As PSAPs migrate to the ESInet they will see a reduction in that cost, which will be incurred directly by the Board. The PATs will be going out to talk with each PSAP to discuss this cost shift. Under the new funding model, PSAPs will no longer receive network/phone equipment charges that they currently have. The PATs will also be discussing strategic planning, budgeting for future costs, and technology plans to help them obtain a better financial picture for their needs in the future.

g) General Committee Report – No additional report.

10. Finance Team Report

a) PSAP Reporting Status Update – Ms. Tapler and Ms. Falco have recently visited PSAPs, some of whom have cut over to ESInet and/or hosted solution and had the opportunity to talk to them about their cost shift and their new balances for the next fiscal year. Ms. Falco gave an update on the FY2018 reports. There are 37 completed, 68 in the clarification process and 20 awaiting a signed revised report. For FY2019 reports, there are 12 completed, 47 in the clarification process, 56 awaiting review, 11 awaiting a signed revised report, and 1 awaiting additional documentation.

b) General Committee Report – No additional report.

11. Grant Committee Report

a) 2021 PSAP Grant Workshop – March 24, 2020 – Mr. Shipp and Ms. Harris reported PSAPs applying for grants must attend the workshop on March 24 as it is mandatory. Registration for the workshop closes Monday, March 16. Consultants are welcome to attend but cannot attend in lieu of a

PSAP manager/jurisdiction representative. The tentative Grant Cycle calendar approved at the December Board meeting has been included in the Board Agenda Book.

b) General Report – Ms. Harris mentioned Ms. Wright would be rolling off the Grant Committee. In concurrence with Secretary Boyette and Committee Chairman Shipp, Mr. Foster agreed to step into that role. Ms. Harris noted she will not be able to attend the workshop as she will be speaking at a conference. However, staff is prepared to present on her behalf.

12. Standards Committee Report —Mr. Greene and Vice Chair Wright are working on updating the standards and policies considering the changes mandated by House Bill 217. The ad-hoc committee led by Chief Martinette will assist in getting them implemented by PSAPs.

13. Technology Committee Report – Mr. Means gave an update on the status of migration to the NextGen network. The goal this year is to migrate 60 PSAPs to the ESInet. Currently there are plans to migrate 50, with others being reviewed for scheduling. The schedule is busy until September but has room for additional migrations in the fourth quarter. The CRM offers the NMAC a central repository for data and they hope to use that effectively as they complete the roll-out of the NextGen network. PSAPs will be encouraged to use the tool daily and submit tickets when needed. Each PSAP has been funded 3 licenses, which can be updated if necessary. It allows them visibility of issues that could affect other PSAPs and they can be proactive about these occurrences. An additional Tier 2 technician is starting next week giving the NMAC the full complement of two Tier 1 technicians and two Tier 2 technicians. Mr. Means thanked Mr. Meeks for his exemplary leadership of the NMAC. The cybersecurity vendor evaluation is complete, and a vendor will be named in the near future. Mr. Shipp stated that staff and Board should work together to encourage remaining PSAPs to schedule their migration to ESInet/hosted solution. Ms. Harris mentioned that staff and regional coordinators are currently in discussion with these PSAPs.

Mr. Shipp commended the cybersecurity evaluation team and made a motion to authorize the Executive Director to award the cybersecurity contract. The evaluation committee has concluded its evaluations and will present its recommendation to the 911 Board Technology Committee for review. The motion was made pursuant to changes in the Board's legislation and authority of the Executive Director in G.S. 143B-1402(c). The motion was made that if the Technology Committee agrees with the recommendation of the evaluation team, the Board authorizes the Executive Director to complete the procurement process for awarding the cybersecurity services contract and statements of work and to sign the contract and statements of work as necessary. The motion was seconded by Mr. Greene and it passed unanimously.

Chairman Boyette thanked Mr. Meeks for his dedication and leadership of the NMAC, and recognized his 1-year anniversary with the DIT and the NC 911 Board.

14. 911 Regional Coordinator Reports — Ms. Conner worked with Ms. Gardner the past week and plans to work with Ms. Turbeville next week to learn about her new role. Ms. Gardner reported she and Ms. Turbeville have traveled across the entire state the past month for ESInet cutovers, GIS meetings and encouraging PSAPs to start entering their GIS data into DataHub. She mentioned that the new regional coordinators will shadow them until June 30, then they will be working in their respective regions. Mr. Newberry spoke of his eagerness to work with the team and meet people out in the field. Ms. Turbeville mentioned they had spoken to PSAPs about their backup plans and had recently completed a satisfactory Peer Review for Buncombe County, which took less than two hours. There has been a total of 34 PSAPs reviewed and they plan to ramp up the program now that there are additional regional coordinators. Volunteers for the Peer Review Program are still needed.

15. 911 Goes to Washington — This annual event is a national NENA initiative that brings 911 professionals together with government leadership in our Nation's capital to address today's most pressing 911 and emergency communications issues. Vice Chair Wright reported the delegation from NC had 14 meetings with NC representatives to discuss 911 needs.

16. Election of 911 Board Vice Chair for 2020 —Chairman Boyette opened the floor for nominations for Board Vice Chair. Mr. Shipp nominated Ms. Wright for a second term and Mr. Bone seconded the nomination. With there being no other nominations, Chairman Boyette called for a vote and Ms. Wright was unanimously elected Board Vice Chair.

17. Other — Ms. Harris thanked everyone for their kindness during the recent loss of her sister. She also thanked staff for their hard work and assistance in duties during her absence. She also thanked them for their help while she was out due to sickness. She mentioned that Melanie Neal and Guilford Metro experienced a loss in their ranks, losing Telecommunicator Julia Hall. She offered Ms. Neal her condolences and asked everyone keep Guilford Metro and the Hall family in their thoughts and prayers.

Ms. Harris thanked Chairman Boyette for his continued leadership of the 911 Board as he will remain Chair of the Board. She wished him well in his new position as Secretary of the North Carolina Department of Transportation.

The next Board Meeting will be held on Friday, March 27, at Richmond Community College where the PSAP Manager's Program will be held in conjunction with the Board meeting.

Adjourn — Chairman Boyette adjourned the meeting at 1:28 PM.

DRAFT

Tab 4 b – e)

b) NG 911 Financial Reporting	
February 2020 Month End Balance	\$ 67,774,099
February 2020 Disbursement	\$ 703,194
c) CMRS Financial Reporting	
February 2020 Month End Balance	\$ 7,745,838
February 2020 Disbursement	\$ 0
d) PSAP Financial Reporting	
February 2020 Month End Balance	\$ 10,639,815
February 2020 Disbursement	\$ 4,209,707
e) Grant Statewide/PSAP Financial Reporting	
February 2020 Month End Balance	\$ 30,508,335
February 2020 Grant Funds Encb	\$ 21,834,191

NG 911 FUND

FY2020 begining Fund Balance: \$44,749,221.82

	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020
Revenue	\$734,474.29	\$873,803.90	\$805,234.27	\$1,155,665.13	\$1,138,185.19	\$1,186,956.11	\$1,218,552.94	\$1,133,424.68
Interest allocation	\$75,178.79	\$78,596.00	\$108,991.56	\$101,651.90	\$108,419.48	\$105,053.85	\$106,071.96	\$104,965.54
Grant Fund Transfer-IN		\$16,162,172.00	\$0.00					
NG 911 Disbursement	-\$21,085.01	-\$687,515.79	-\$108,831.74	-\$27,680.92	-\$483,975.31	-\$86,813.29	-\$53,423.60	-\$703,194.37
NG 911 Fund Balance	\$45,537,789.89	\$61,964,846.00	\$62,770,240.09	#####	\$64,762,505.56	\$65,967,702.23	\$67,238,903.53	\$67,774,099.38

CMRS FUND

FY2020 begining Fund Balance: \$7,170,087.41

	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020
CMRS Revenue	\$640,474.96	\$624,531.55	\$610,275.75	\$544,846.45	\$524,639.06	\$583,723.66	\$572,880.09	\$559,622.37
Interest allocation	\$12,045.76	\$13,263.93	\$8,481.51	\$8,683.72	\$9,869.57	\$9,971.61	\$10,838.93	\$11,200.80
Grant Fund Transfer-OUT		-\$3,000,000.00						
CMRS Disbursement	-\$137,613.04	-\$500,809.07	-\$78,524.26	-\$89,750.24	-\$213,308.42	\$0.00	-\$149,594.37	\$0.00
CMRS Fund Balance	\$7,684,995.09	\$4,821,981.50	\$5,362,214.50	\$5,825,994.43	\$6,147,194.64	\$6,740,889.91	\$7,175,014.56	\$7,745,837.73

PSAP FUND

FY2020 begining Fund Balance: \$20,324,987.06

	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020
PSAP Revenue	\$3,629,358.02	\$3,539,012.09	\$3,458,229.18	\$3,087,463.16	\$2,972,954.72	\$3,307,767.44	\$3,246,320.54	\$3,171,193.47
Wireline Revenue	\$651,001.04	\$763,761.15	\$879,875.62	\$635,037.11	\$591,475.12	\$595,066.30	\$651,442.82	\$485,936.78
VOIP Revenue	\$456,928.78	\$1,779,813.51	\$1,089,001.59	\$958,352.07	\$1,001,973.89	\$975,367.60	\$962,702.90	\$905,725.47
Prepaid Wireless Revenue	\$1,166,402.91	\$1,078,474.33	\$1,137,254.99	\$933,418.58	\$974,915.16	\$863,957.58	\$1,060,931.45	\$862,004.01
Interest allocation	\$34,146.02	\$37,814.50	\$2,148.12	\$5,495.85	\$8,137.84	\$9,965.62	\$12,358.49	\$14,689.75
Subtotal	\$5,937,836.77	\$7,198,875.58	\$6,566,509.50	\$5,619,766.77	\$5,549,456.73	\$5,752,124.54	\$5,933,756.20	\$5,439,549.48
Grant Fund Transfer-OUT		-\$23,677,269.00						
PSAP Distribution	-\$4,353,456.68	-\$4,209,706.59	-\$4,394,082.08	-\$4,209,706.59	-\$4,209,706.59	-\$4,209,706.59	-\$4,209,706.59	-\$4,209,706.59
PSAP Fund Balance	\$21,909,367.15	\$1,221,267.14	\$3,393,694.56	\$4,803,754.74	\$6,143,504.88	\$7,685,922.83	\$9,409,972.44	\$10,639,815.33

PSAP Grant-Statewide 911 Projects Fund

		Total Disbursed									Remaining
		YTD	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Expenditures
											Grant Balance
		\$23,414,561.43	\$23,038,414.95	\$32,825,508.31	\$30,397,544.51	\$30,012,741.54	\$30,331,955.29	\$30,227,337.69	\$30,190,431.37		
FY2016	Award Amount										
Graham County G2016-01 (039)	3,401,528.00	-2,619,530.85							-245,390.45		536,606.70
FY2017	Award Amount										
Lincoln G2017-6 (047)	2,000,000.00	-671,150.72			-1,328,849.28						0.00
Martin G2017-7 (048)	5,196,315.00	-3,621,771.07			-860,710.16			-242,303.30			471,530.47
Mitchell G2017-9 (049)	3,163,000.00	-2,480,935.37		-51,791.63	-65,504.20				-102,299.03		462,469.77
Pasquotank G2017-11 (051)	1,010,779.00	-856,567.83	-73,210.00								81,001.17
FY2018	Award Amount										
Franklin G2018B-4 (062)	1,204,482.00	-1,026,749.90						-177,732.10			0.00
Iredell G2018B-3 (063)	2,361,230.00	-1,937,280.49									423,949.51
FY2019	Award Amount										
Pender G2019-02 (067)	361,760.00	0.00									361,760.00
Greene G2019-03 (069)	841,964.00	0.00									841,964.00
Wayne G2019-04 (070)	1,530,693.00	0.00									1,530,693.00
Rutherford G2019-05 (071)	1,161,548.00	0.00						-505,062.41			656,485.59
FY2020											
Davie G2020-01	232,767.00	0.00									232,767.00
NC State Highway Patrol G2020-02	1,102,933.00	0.00									1,102,933.00
Pender G2020-03	45,873.00	0.00									45,873.00
Currituck G2020-04	583,655.00	0.00									583,655.00
Franklin G2020-05	3,958,873.00	0.00									3,958,873.00
Cumberland G2020-06	2,251,387.00	0.00									2,251,387.00
Chatham G2020-07	2,339,608.00	0.00									2,339,608.00
STATEWIDE PROJECTS:	Award Amount										
E-CATS II (012)	1,458,380.00	-252,120.00	-252,120.00								954,140.00
Interpretive Services (042)	785,646.00	-487,106.06	-19,619.25	-19,140.75	-19,833.75	-20,000.25	-21,036.75	-19,045.50	-19,211.25	-19,194.00	141,458.44
Ortho Project III Image 19 (061)	3,273,555.00	-1,298,460.82	-49,355.40	-696,826.10	-210,360.70	-57,448.76	-11,064.28	-191,476.80	-45,149.19	-35,411.97	678,000.98
Ortho Project III Image 20 (073)	4,108,739.00	0.00					-18,816.00	-34,245.58	-6,237.63	-5,482.25	4,043,957.54
CRM Statewide One-time Development	250,000.00	-26,390.00	-21,178.34	-8.34	-443.34	-1,224.55	-3,198.34	-3,053.34	-12,479.10	-46,946.55	135,078.10
Approved Transfer from PSAP & CMRS Fund				26,677,269.00							
Transfer out to NG 911 Fund				-16,162,172.00							
Interest			39,336.51	39,763.18	57,737.63	49,226.64	50,843.31	49,202.68	48,603.68	47,129.78	
Revenue 5%						327,438.46	322,485.81	336,304.24	345,256.65	377,808.45	
Total Ending Fund Balance		\$23,414,561.43	\$23,038,414.95	\$32,825,508.31	\$30,397,544.51	\$30,012,741.54	\$30,331,955.29	\$30,227,337.69	\$30,190,431.37	\$30,508,334.83	

CASH BASIS REPORTING
OSC Certified

Committed: \$ 21,834,191.27
Grant Fund Total \$8,674,143.56 **

**Halifax declined awarded grant funds.

Tab 4 f)

Grant Project Updates per Reports

Tab 4 f i)

Monthly Reports per PSAP



Chatham County Emergency Communications

297 West Street • Pittsboro, NC 27312

Office 919.545.8163
24-hour Warning Point 919.542.2911
www.chathamnc.org

March 1, 2020

Attn: L. V. Pokey Harris, Executive Director

N.C. 911 Board

P.O. Box 17209

Raleigh, NC 27609

Reference: Chatham County FY2020 Grant Report

Ms. Harris:

No significant updates occurred during the month of February. No grant funds have been expended for this project as of this date.

Regards:

A handwritten signature in black ink that reads 'Mike Reitz'. The signature is fluid and cursive, with the first name 'Mike' and last name 'Reitz' clearly legible.

Mike Reitz

Director



Franklin County, NC Grant Report – January 2020

Activities – January 2020

- Prepared RFQ scoring spreadsheet
- Received architectural/engineering services RFQ responses – January 15
- Opened RFQ responses – January 16
- Reviewed RFQ scoring spreadsheet with project team – January 16
- Evaluated RFQ responses – January 17–29
- Determined shortlist of three architectural firms – January 30

Anticipated Activities – February 2020

- Hold architect shortlist presentations – February 11
- Request permission from Commissioners to negotiate with selected architectural firm
- Negotiate fee with selected architectural firm
- Communicate regularly with project team (ongoing)

Greene County, NC

911 Facility Relocation

MCP Project Number 18-128

Monthly Progress Report – February, 2020

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> County selected an architectural firm/design team Programming efforts underway 	<ul style="list-style-type: none"> Review initial program Review specific standards and rules for compliance
2. Permits	<ul style="list-style-type: none"> None in this period 	<ul style="list-style-type: none"> None expected in this period
3. Construction	<ul style="list-style-type: none"> None in this period 	<ul style="list-style-type: none"> None expected in this period
4. Communications Systems	<ul style="list-style-type: none"> None expected in this period 	<ul style="list-style-type: none"> None expected in this period
5. Other Activity	<ul style="list-style-type: none"> MCP participated in routine check-in points and the initial programming effort. These routine meetings will continue. 	<ul style="list-style-type: none"> Continue to participate in routine project planning and working meetings to facilitate the next steps of the project.



Martin County PSAP and Regional Backup Facility, NC

PSAP Consolidation Project – Phase II – Grant Project
Monthly Progress Report – February, 2020

MCP Project Number 16-184

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> No action required 	<ul style="list-style-type: none"> No action expected
2. Permits	<ul style="list-style-type: none"> No additional permits required 	<ul style="list-style-type: none"> No additional permits required
3. Construction	<ul style="list-style-type: none"> Worked with vendors on minor water leaks Received final owner manuals and warranty information 	<ul style="list-style-type: none"> No additional actions required
4. Communications Systems	<ul style="list-style-type: none"> Continued working with Bertie County technology needs Continued working with Pasquotank on any backup needs 	<ul style="list-style-type: none"> Continue coordination with Bertie and Pasquotank on facility/technology needs Finalize punch list for technology
5. Other Activity	<ul style="list-style-type: none"> MCP conducted periodic conference calls with the clients 	<ul style="list-style-type: none"> MCP will participate in as-needed project team meetings with the clients

Mitchell County, NC

PSAP Construction and Regional Backup
 Monthly Progress Report – February 2020

MCP Project Number 16-173

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> No further activity
2. Permits	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> No further activity
3. Construction	<ul style="list-style-type: none"> Continued remediation of punch list items 	<ul style="list-style-type: none"> Remediate punch list items Begin civil engineering work, weather-dependent Conduct site review
4. Communications Systems	<ul style="list-style-type: none"> Continued installation of network equipment Continued installation of access control and security system 	<ul style="list-style-type: none"> Test AT&T Virtual Private Network (VPN) wide area network (WAN) and local area network (LAN) Hold technology status meeting
5. Other Activity	<ul style="list-style-type: none"> Continued to track grant spending Updated budget tracking spreadsheet 	<ul style="list-style-type: none"> Regular communications with project team, as needed Track grant budget (ongoing)

Due to grading deficiencies at the site and other civil engineering work, the County will not issue a certificate of occupancy (CO) for the new public safety answering point (PSAP) until the work is complete in the spring. A cutover date has been scheduled for May 20, 2020.



Project Update 10-1-2019 to 2-29-2020

NG 911 Statewide Project

9-October, 2019 – Initial Face To Face Project Kickoff Meeting

Attendees

- **AT&T Staff**
- **Motorola Staff**
- **NG911 Staff**
- **TSU- Mike Hodgson, Nathan Huey, Mark Taylor, Captain Mike Warren**
- **NC DIT project manager (Jesus Lopez)**

A face to face meeting was held in Raleigh at the Phillips Building for all parties to meet and discuss the overall project scope, plan, assign critical roles and to gain an understanding of how the project would move forward. Introductions by Ms. Pokey Harris, the NC911 Director, Mr. Gerry Means, the technical lead for the NC911 team and others. Mr. Joshua Briggs with AT&T introduced key personnel within AT&T and explained their roles moving forward as well as representatives from their CPE partner, Motorola who will deliver the VESTA solution as part of the project.

11-October, 2019 – Email regarding initial discovery documents received

Mr. Joshua Briggs delivered, via email, documents that will need to be completed as part of the discovery phase. This included Call Flow, Hosted Call Handling and EsiNet Initial Discovery documents. Mr. Briggs informed the state that the next call with AT&T would involve Mr. Ed Ricketts who would guide us through the form completion.

13-November, 2019 – Conference call with Mr. Ed Ricketts and team to assist the state with the preparation of forms provided to the state.

19-November, 2019 – Email correspondence from the state to Mr. Ed Ricketts with a series of questions that arose from the 13 Nov. conference call. Email response from Mr. Gerry and Mr. Joshua Briggs. Subsequent to their emails, updated discovery documents were updated and submitted to AT&T by the state.

09-December, 2019 – Email concerning technical design received by the state from Mr. Joshua Briggs regarding locations slated to receive the NG911 equipment. Response provided by the state on 11 November and acknowledged.

06-January, 2020 – Email sent from Mr. Joshua Briggs that requested clarification on nomenclature captured during the initial design meeting on 9 October, 2019. Email was not received by the state until 09 January due to a spam issue. Email was reviewed and a request for a conference call was sent by the state due to the significant increase in costs to provide connectivity to the 1636 Gold Star Drive location. A conference call was setup for 13 January.

13-January, 2020 – Conference call with Mr. Joshua Briggs and others from AT&T to discuss the specific locations scheduled to receive CPE to support the Patrol's operations. AT&T discussed at length the state's preference to having single or diverse routes to the two identified AT&T circuit termination locations (3318 Garner Road and 1636 Gold Star Drive). The state declined to provide a definitive answer at the time of the call pending review by our internal technical team.

23-January, 2020 – Email received from Mr. Gerry Means with the NC911 staff welcoming the state in its onboarding process and provided a high level, generic EsiNet system diagram which was reviewed by the Patrol's technical team members.

24-January, 2020 – Email received from Mr. Joshua Briggs inquiring if the state had made a decision on its preference for the diversity paths at the two identified termination locations. The state provided an email response on 24 January that it deemed one connection would be sufficient due to the fact that the state itself has redundant, diverse routes connecting the two locations together already.

28-January, 2020 – Email sent to Mr. Joshua Briggs on behalf of Mr. Mark Taylor, Patrol Fixed Network Manager requesting clarification on bandwidth requirements. Response received from AT&T on 28 January that clarifies for Layer 2, each position would require 1Mb so for example, a six position center, would require a minimum of 6Mb.

21-February, 2020 – A conference call was held to review the draft final system design document and concurrence was provided by the state to move forward. Mr. Joshua Briggs indicated that AT&T would assign a Project Manager from AT&T to move us forward. On the call the state requested an update on the overall project timeline expectations and Mr. Brian Smith (AT&T NC) stated that the circuits had not yet been ordered. A discussion ensued in which AT& stated that they no longer felt that the project would be completed prior to the end of CY2020 and that they did not feel that they were able to support the number of installations within their overall NC EsiNet migration schedule. Mr. Gerry Means from the NC911 staff assured the state that there would be no issues with an extension to the project should that be required. Mr. Hodgson, the state's Project Manager indicated that the state would not be in a position to direct any resources to the project during the month on August, 2020 due to other obligations in support of the RNC in Charlotte. Given normal circuit installation timeframes, Mr. Smith seemed to think that July, 2020 would be the earliest date that the circuit installations would be complete at 3318 Garner Road and 1636 Gold Star Drive. The state suggested that perhaps mid September to early October would represent the best time to begin with a site installation. AT&T did indicate that internal orders to Motorola for the Vesta solution would be forthcoming. The

state did request that AT&T continue to work to provide a tentative schedule as soon as reasonably possible.

25-February, 2020 – An email was received from Mr. Joshua Briggs providing the contact information for Mr. David Smith with Pacific Bell who will serve as the Project Manager moving forward.

Subsequent project updates will be submitted monthly beginning with the period 1-March – 31 March, 2020.

Respectfully submitted,

Mike

Michael Hodgson,
Project Manager, NCSHP NG911 Project.



Pasquotank County PSAP, NC

PSAP Consolidation Project

MCP Project Number 16-185

Monthly Progress Report – February, 2020

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> • No action required 	<ul style="list-style-type: none"> • No action expected
2. Permits	<ul style="list-style-type: none"> • No action 	<ul style="list-style-type: none"> • No action
3. Construction	<ul style="list-style-type: none"> • No actions required 	<ul style="list-style-type: none"> • No action expected
4. Communications Systems	<ul style="list-style-type: none"> • Continue biweekly meetings with AT&T on hosted call handling • Continue coordination of admin lines and data circuits for Martin Backup facility • Continue discussions on migration of equipment to new backup site 	<ul style="list-style-type: none"> • Continue biweekly coordination calls with AT&T • Continue to participate in equipment migration planning and documentation • Continue to evaluate needs at the Martin Backup facility • Plan and prepare for new radio console system
5. Other Activity	<ul style="list-style-type: none"> • MCP conducted periodic project communications with the stakeholders 	<ul style="list-style-type: none"> • MCP will conduct periodic communications with the stakeholders

Rutherford 911

Monthly Progress Report

Current Activity

March 2020

Rutherford PSAP Relocation / Enhancement

- **Formal Bid** process was executed by Rutherford County in the **Commissioners Chambers (03/04/2020)**. Three (3) sealed bids were opened and recorded by Planning Director *Danny Searcy* - observed by PSAP Manager *Lt. Greg Dotson*.
- **Morrison Construction, Shelby, NC** presented the low bid.
- A contractors meeting with Morrison Construction, Rutherford County Planning Director Searcy, PSAP Manager Lt. Dotson, Brady Trakas Architects, and Sims Engineering (Electrical) is planned this period to review each drawing. Final questions and/or suggestions for improvements or value engineering will be summarized.
- PSAP Manager Lt. Dotson and Brady Trakas Architects to discuss finishing's.
- *Rutherford County Planning* and *Morrison Construction* will execute a contract to be reviewed by Rutherford County *Attorney Williams*. We plan to seek Commissioner approval to begin construction at the Rutherford County Commissioners meeting next period.

Next Month's Activity

April 2020

Rutherford PSAP Relocation / Enhancement

- Seek approval to proceed with the construction, renovation and relocation of the PSAP during the Board of Commissioners meeting April 6th, 2020.
- Re-forecast project time-line.
- Present contractor start date and significant completion date to the NC911 Board Executive Director.
- Maintain Budget Performance Reports.

Rutherford County SO 911 - 240. North Washington St, Rutherfordton, NC 28139
Lt. Greg Dotson - greg.dotson@rutherfordcountync.gov Direct: 828-287-6095

Any opinions, findings, conclusions, or recommendations expressed in this publication are those of the author(s) and do not necessarily reflect the view and policies of the 911 Board.

Wayne County, NC

911 New Facility

MCP Project Number 18-117

Monthly Progress Report – February, 2020

Activity	This Period	Next Period
1. Design	<ul style="list-style-type: none"> Review additional conduits for data cables above ceiling 	<ul style="list-style-type: none"> Continued review / implementation of change requests
2. Permits	<ul style="list-style-type: none"> No actions required 	<ul style="list-style-type: none"> No actions expected
3. Construction	<ul style="list-style-type: none"> Plumbing rough-ins completed Electrical and conduit rough-ins Roof nears completion Brick masonry complete Damp proofing underway Dried in, interior work can continue Rough-in underslab @ 95% 	<ul style="list-style-type: none"> Stone for slab Brick Veneer complete Electrical work continues Concrete floors going in Frame walls HVAC ductwork Roof fully complete
4. Communications Systems	<ul style="list-style-type: none"> Received proposals for dispatch furniture RFP Reviewed and selected top vendors for dispatch furniture RFP Received approvals for RFP for cabling/cable management design Continued to review RFP on data center rack, power and UPS specifications Continued discussions on design of audio visual needs Held meetings with radio vendor to continue planning for new facility needs Continued technology coordination meetings 	<ul style="list-style-type: none"> Continue planning for technical systems Award dispatch furniture project Determine procurement method for UPS, data center items and other electrical RFP Begin scheduling for cabling and other facility needs Continue radio coordination meetings Continue technology planning with Duplin County Begin schedule for technology implementation Start on migration strategy
5. Other Activity	<ul style="list-style-type: none"> MCP held routine meetings with the County for project coordination 	<ul style="list-style-type: none"> Continue monthly meetings with design team and general contractor

Activity	This Period	Next Period
	<ul style="list-style-type: none">• Began tracking action items with core team• Submitted revised grant budget document to the State	<ul style="list-style-type: none">• MCP to continue routine meetings for project coordination tasks

Tab 4 f ii)

Martin County

Grant Extension Request



Martin County Communications
1528 Prison Camp Rd
Williamston, North Carolina

January 29, 2020

Ms. Pokey Harris
Executive Director
NC 911 Board
Department of Information Technology
P.O. Box 17209
Raleigh, NC 27619-7209

Re: Grant Contract No. G2017-7

Dear Ms. Harris,

Martin County respectfully requests a 6-month grant extension until September 30, 2020. Currently the grant contract expires March 31, 2020, after an extension was approved by the North Carolina 911 Board in March 2019. The original grant contract was signed on December 5, 2016.

Martin County's new public safety answering point (PSAP) facility, which will also serve as a back-up center for Bertie County, is complete. While we did not foresee requesting a second extension, Bertie County has encountered delays transitioning to the State's hosted solution. This in turn has affected Martin County's ability to serve as a back-up PSAP for Bertie County, which is one of the project's goals. In addition, equipment to allow Bertie County to operate from Martin County still needs to be installed. Once the equipment is installed and Bertie County is on the hosted solution, comprehensive testing will need to be conducted. This is of the utmost importance.

Of the \$5,196,315 grant award, the County has sought reimbursements, through December 2019, for \$4,724,784.53. The remaining grant funds are sufficient to complete the project as planned, with the requested extension, without the need to seek funding reconsideration.

The grant provided Martin County a great opportunity and we are pleased with the new facility. Thank you for considering this request, and we look forward to receiving approval to extend the grant and assure a successful completion of the project goals.

Best Regards,

Jason Steward, 911 Director

Tab 4 f iii)

Rutherford County

Grant Extension Request

Rutherford County Sheriff's Office

911 Communications

240 North Washington Street
Rutherfordton, NC 28139

Fax Number (828) 287-6157

Lt. Greg Dotson, Director
(828) 287-6095

F/Sgt. Roman Scruggs, Asst. Director
(828) 287-6051

March 20, 2020

(Ms.) L.V. Pokey Harris
Executive Director
North Carolina 911 Board
NC Department of Information Technology

Ref: Grant Extension Request
Contract No: G2019-05

Dear Pokey,

Please accept this letter as an official request for a Grant Extension of Contract number **G2019-05 Rutherford County 911 Facility Replacement.**

Rutherford County has worked tirelessly to ensure our project meets and exceeds the requirements outlined in our *Grant Agreement*. Architect Brady Trakas and electrical engineer Sims Engineering have exceeded our expectations in making sure every "i" is dotted and every "T" crossed.

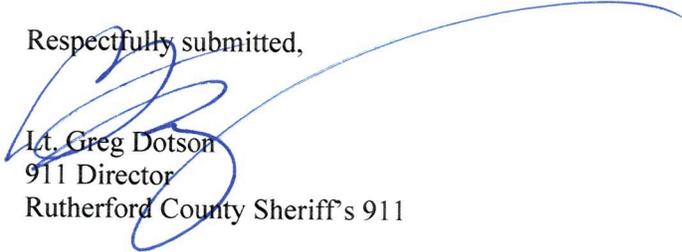
Though we experienced unavoidable time delays waiting for structural drawings, Solid Rock Structural PLLC, has provided the information necessary for the contractor to make this design an essential facility.

The time-line provided by contractor **Morrison Construction** should allow occupancy by 10-31-2020. With the current state of the pandemic we would like to request a grant extension until 12/31/2020 to potentially address any unforeseen delays and reduce the potential need to ask for an additional extension.

Should you or the grant committee have questions or would like any additional information please contact me at 828-287-6095 or Greg.Dotson@RutherfordCountyNC.gov

Thank you for your time and consideration of this grant extension request.

Respectfully submitted,


Lt. Greg Dotson
911 Director
Rutherford County Sheriff's 911

Tab 5
Executive Director Report
Pokey Harris

Tab 5 a)
COVID-19 Update

Tab 5 b)
Cybersecurity Assessment
Vendor Selection

Tab 5 c)
Ransomware Attacks
Durham City/County
City of Shelby

Tab 5 d)
PSAP Manager's Program
Graduation
Rescheduled Tentative for May

Tab 6

Funding Committee Report

David Bone/Marsha Tapler

Tab 6 a)

Funding Reconsideration Policy

Revision

(Vote Required)

Funding Reconsiderations

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

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

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

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

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

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

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

C. 911 Board Action

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

Tab 6 b)

**Boone PD Reconsideration
(Primary PSAP)
(Vote Required)**

North Carolina 911 Board

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

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

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

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

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

Total remaining Fund balance: \$0.00

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

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

Requested FY2021 Funding \$165,601.39

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

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

TEMPLATE

FY2020 Funding Reconsideration Worksheet:

PSAP Name:

Boone PD

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

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

Total Remaining Fund Balance for Use:	<u><u>-\$36,665.11</u></u>
Phone Lease	

RE: [External] Funding Reconsideration Boone



Amy Davis <Amy.Davis@townofboone.net>

To: Tapler, Marsha



Fri 3/13/2020 11:38 AM

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

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

Marsha,

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

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

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

Thank you,

Amy Davis

Finance Director

Sent from my Verizon, Samsung Galaxy smartphone

4. Include justification answering the following questions:

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

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

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

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

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

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

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

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

6. Complete time line of completion for capital expenses.

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

7. Provide 5-year technology plan.

Please see attached...

8. FY2019 Itemized Budget Detail must be provided.

Please see attached...

18069

RECEIVED



Where Technology Means More®

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

13595 DULLES TECHNOLOGY DRIVE
HERNDON, VA 20171-3413

TOWN OF BOONE
FINANCE OFFICE

DEC 23 2019

Invoice #

588081

Customer #

NCM141

Invoice Date

12/16/2019

Due Date

02/01/2020

INVOICE

Pay This Amount

\$ 4,930.59

INVOICE TO:

REMIT TO:

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

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

Lease #: NCM141-1

COMPUTER EQUIPMENT

Invoice Period: 02/01/2020 - 02/29/2020

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

Invoice SubTotals Amount

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

PUBLIC SAFETY-EMERGENCY 911

011-500-304 57410

[Handwritten Signature]
DEPARTMENT HEAD SIGNATURE

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

RECEIVED



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

13595 DULLES TECHNOLOGY DRIVE
HERNDON, VA 20171-3413

TOWN OF BOONE
FINANCE OFFICE

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

INVOICE

INVOICE TO:

REMIT TO:

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

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

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

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

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

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

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

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

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

Tab 6 c)

FY 2020 Budget Amendments

(Vote Required)

Fiscal Year 2020 - Budget Amendment for Receipts

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

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

Transactions through February 2020

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

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

Transactions through February 2020

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

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

Transactions through February 2020

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

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

Transactions through February 2020

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

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

Transactions through February 2020

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

*Cash basis

**Interest Not Included

Tab 7

Grant Committee Report

Jeff Shipp/Pokey Harris

Tab 10 a)

2021 PSAP Grant Program

Application

Post April 1/June 1 Due Date

Tab 8

Other

Adjourn

****Please reference the 2020 master calendar and NC 911 Board website for upcoming Committee and Board meetings. Notices will be sent prior to all meetings.****

