



**North Carolina 911 Board
Funding Committee Meeting
MINUTES**

**September 22, 2022
10:00am – 12:00pm**

Microsoft Teams, Raleigh, NC

Meeting was Conducted via Use of Simultaneous Communications

<u>Members on Phone</u>	<u>Staff on Phone</u>	<u>Others on Phone</u>
Randy Beeman	Stephanie Conner	Sheila Baskett (Warren County)
David Bone	Greg Dotson	Josh Benfield (Caswell County)
Greg Coltrain	Kristen Falco	Bryon Burns (Carolina Recording Systems)
Chuck Greene	Tina Gardner	Justin Combs (Alexander County)
Del Hall	Pokey Harris	Chad Deese (Robeson County)
Melanie Jones	David Newberry	Kenneth Everett (Caswell County)
Stephanie Wiseman	Amanda Reeder	Greg Foster (NC 911 Board Member)
	Tom Rogers	Bill French (Lumberton)
	Marsha Tapler	Jeff Howell (Yancey County)
	Sarah Templeton	William Kehler (McDowell County)
	Angie Turbeville	Gary Loflin (Carolina Recording Systems)
		Stori McIntyre (Cleveland County)
		Candy Miller (Iredell County)
		Scott Schiefelbein (Rutherford County)
		Ashlee Swilling (Joined after roll call)
		Suzanne Walker (Raleigh-Wake)
		Doug Workman (Cary PD)
		Donna Wright (NC 911 Board Member)
		252-209-4928 (Joined after roll call)

Roll Call –

The meeting was called to order at 10:00 am by Mr. Bone. Ms. Templeton proceeded to call the roll.

1. Ethics Awareness/Conflict of Interest Statement –

Mr. Bone read the Ethics Awareness/Conflict of Interest Statement. No Committee members noted a conflict.

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

2. Executive Director’s Opening Remarks –

Ms. Harris thanked the Committee members for the time and effort dedicated to this working Committee. She gave an overview of the agenda and what items would be discussed during the meeting.

3. Chair’s Opening Remarks –

Mr. Bone discussed having only one funding reconsideration request presented at the meeting is a testament to the processes of the Board’s PSAP Assistance Team (PAT), working with PSAPs using the financial planning tools on the front end to assist with the technology plan and spend plan. Mr. Bone noted those efforts are beneficial for everyone.

4. Approval of July 2022 Minutes (Vote Required) –

Mr. Bone requested a motion to approve the minutes as presented. No corrections were noted. A motion was made by Mr. Coltrain to approve. Mr. Beeman seconded the motion. After no discussion on the motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of July 2022 Funding Committee Minutes		
Committee Member	Vote to Approve	Vote to Not Approve
Randy Beeman	Y	
David Bone	Y	
Greg Coltrain	Y	
Chuck Greene	Y	
Del Hall	Y	
Melanie Jones	Y	
Stephanie Wiseman	Y	

5. Gates County FY2023 Funding Reconsideration (Vote Required) –

Ms. Turbeville presented Gates County’s FY2023 Funding Reconsideration request. Staff met with Gates County to review the information, and it was determined based on the current fund balance and distribution, they do not have enough funds to cover FY2023 operational and capital expenses. The request includes eligible operational costs, including a cost increase from Lumen, GIS, and CAD maintenance. The request also includes eligible capital costs for furniture, chairs, a CAD server for the backup PSAP, and workstations for the primary and backup PSAP. Gates County is using the fund balance and PSAP distribution for the incurred costs. The staff recommendation is to approve the additional increase for the remaining operational and capital costs in the amount of \$81,073.20. A motion was made by Mr. Greene to approve the staff recommendation. Mr. Hall seconded the motion. After no discussion on the motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of Gates County FY2023 Funding Reconsideration		
Committee Member	Vote to Approve	Vote to Not Approve
Randy Beeman	Y	
David Bone	Y	
Greg Coltrain	Y	
Chuck Greene	Y	
Del Hall	Y	
Melanie Jones	Y	
Stephanie Wiseman	Y	

Ms. Harris noted that initially, two funding reconsiderations were submitted. The second PSAP did not submit all the necessary information but, based on the final revenue expenditure report on file, the PSAP does not need a reconsideration. The PSAP was advised to re-submit in February, but after the Regional Coordinator worked with the PSAP using the financial planning tool, and it was determined a reconsideration was not needed in February, either.

6. Approved Use of Funds Updates (Vote Required) –

Ms. Harris advised staff had invested a significant amount of time in sorting through the comments submitted, cross-referencing with Administrative Code, legislation, and historical funding decisions to provide accurate responses to each comment received. Ms. Harris thanked staff for the time and effort in preparing this document. Ms. Harris thanked Ms. Reeder for the legislative cross reference.

Ms. Templeton presented the Approved Use of Funds List with proposed changes document alongside the Approved Use of Funds List with edits document. The edits document included comments received from the PSAP and local government community along with staff comments in response (Names were redacted). Ms. Templeton pointed out any proposed changes made to the document after receiving comments.

Committee members, Board members, and guests proceeded to ask questions and make additional comments regarding the proposed changes.

Ms. Harris advised she discussed with Ms. Reeder preparation of a legislative agenda regarding eligibility and what updates need to be made to the Administrative Code and legislation. Ms. Reeder provided an overview of the process and timeline to amend Administrative Code. Ms. Harris noted staff, the Executive Committee, and the Board will be involved in this process. Ms. Harris advised it would be appropriate if Board members who have proposed changes or additions to legislation and Administrative Code to send those items to staff.

Ms. Wright provided comments regarding the language in Administrative Code related to AVL being in the response vehicles and not inside the PSAP. Ms. Harris noted staff will review. Ms. Wright provided further comments on server eligibility determination, chairs for reasonable accommodations, generators, and mobile radios/control stations. Further conversation was held on the eligibility of mobile radios/control stations within the context of language in Administrative Code and G.S. 143B-1406(d)(1)(d). Additional conversation was held, and Ms. Harris advised staff can review this item. Ms. Wiseman

asked questions and provided comments on the mobile radio/control station conversation.

Mr. Greene thanked staff for the hard work on the document. Mr. Greene stated that based on the current environment, this is not a perfect document, and it cannot be, due to constraints in legislation and Administrative Code. Mr. Greene advised there is a good list to move forward on changes to legislation and Administrative Code. Ms. Jones stated she appreciated the efforts from staff and supported the proposed changes with the understanding the items discussed are noted and there is a progressive movement to update legislation and Administrative Code due to technology changes.

Mr. Greene made a motion to approve the Approved Use of Funds List with proposed changes as presented by staff, with an additional change to the Percentage of Eligibility section to add language for system schematic and system diagram, and to denote within the document where this language is applicable. Mr. Beeman seconded the motion. After no discussion on the motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of Approved Use of Funds Proposed Changes		
Committee Member	Vote to Approve	Vote to Not Approve
Randy Beeman	Y	
David Bone	Y	
Greg Coltrain	Y	
Chuck Greene	Y	
Del Hall	Y	
Melanie Jones	Y	
Stephanie Wiseman	Y	

7. PSAP Report Status Update –

Ms. Falco presented the PSAP report status update for FY2020 and FY2021 revenue expenditure reports as of September 16, 2022. For FY2020, 127 reports were received, 126 are finalized (99% complete), and one is in the clarification process. For FY2021, 128 reports were received, 111 are finalized (87% complete), 13 are in the clarification process, and 4 are awaiting the signed revised report. For FY2022, 14 reports have not been received, five are finalized (3% complete), five are in the clarification process, and 103 reports are awaiting review. The FY2022 reports were due on September 1, which is the deadline that was established in Administrative Code in 2016. Notifications have been sent out to the PSAPs with outstanding reports including a deadline of submission and finalization by September 27 to avoid disruption of funding distribution. She reminded all present that staff is available to assist PSAPs with completing submissions.

8. PSAP Eligibility Request Report –

Ms. Falco reported there were 16 eligibility requests received for the Eastern and South-Central regions since the last Funding Committee meeting. Ms. Falco discussed the range of requests received, along with the total cost of the requests for eligible and ineligible being \$857,170.50. The total cost approved for eligible expenditures was

\$237,466.95 based on legislation, Administrative Code, and the Approved Use of Funds List. Ms. Falco advised some requests are still under review by staff or are awaiting further information from the PSAP or vendor.

Ms. Templeton reported there were 40 eligibility requests received for the Western and North-Central regions since the last Funding Committee meeting. Ms. Templeton discussed the range of requests received, along with the total costs of the requests for eligible and ineligible components being \$1,156,165.25. The total cost approved for eligible expenditures was \$486,712.47 based on legislation, Administrative Code, and the Approved Use of Funds List. Ms. Templeton advised some requests are still under review by staff or are awaiting further information from the PSAP or vendor.

9. Closing Remarks –

Ms. Harris thanked attendees for participating and making this a productive and informative meeting. She advised attendees can send staff comments related to potential changes to Administrative Code and legislation as the Board moves forward with the next process. Ms. Harris advised the September 21, 2022, FY2023B and 2023 P1 Grant workshops were well-attended. She advised staff is moving forward with the exploration of the portable radio Statewide project and has performed preliminary review of which radios were currently on State contract.

Mr. Bone thanked Committee members, staff, and guests for a productive meeting.

The meeting adjourned at 11:39 am.

APPROVED BY FUNDING COMMITTEE 11/15/2022