



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

**November 15, 2022
10:30am – 12:00pm**

Meeting was Conducted via Use of Simultaneous Communications

<u>Members Via Teams</u>	<u>Staff on Phone</u>	<u>Others Via Teams</u>
Randy Beeman	Stephanie Conner	Jeff Shipp (NC 911 Board)
David Bone	Greg Dotson	
Greg Coltrain	Kristen Falco	
Chuck Greene (<i>Left at 12:00</i>)	Tina Gardner	
Del Hall	Pokey Harris	
Stephanie Wiseman	David Newberry	
	Amanda Reeder	
	Tom Rogers	
	Marsha Tapler	
	Sarah Templeton	
	Angie Turbeville	

Roll Call –

The meeting was called to order at 10:30 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 welcomed Committee members and staff. She reminded the Committee of the Board Meeting and Work Session on December 2. As this was his last Funding Committee meeting, Ms. Harris thanked Mr. Shipp for his dedication to the NC 911 Board and the various Committees.

3. Chair’s Opening Remarks –

Mr. Bone thanked the Committee members for being flexible to reschedule the meeting due to scheduling conflicts. He thanked Mr. Shipp for his regular attendance at Funding Committee meetings and his dedication as a Board member.

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

Three corrections were noted, the first on page 2, item 5, Gates County Funding Reconsideration, in the second sentence stating they “do not” have enough funds to cover FY2023 operation and capital. Second, in item 9, change “information” to “informative.” The third change was to reflect the adjournment time was 11:39 a.m. rather than 11:39 p.m.

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

Approval of September 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 (<i>Not Present</i>)		
Stephanie Wiseman	Y	

5. PSAP Estimated FY2024 Distribution (Vote Required) –

Ms. Tapler presented the proposed PSAP Estimated FY2024 Distribution in the amount of \$31,016,571.03, explaining the data presented in the spreadsheet and how the estimated funding distributions were calculated for FY2024. Ms. Tapler brought attention to PSAPs being funded zero dollars due to the reduction above the maximum allowable carryforward. The large reductions are due to the removal of phone costs and the PSAPs not spending the revenue received during the fiscal year. Most of these PSAPs were identified with high/low fund balances, and the Regional Coordinators are working with those PSAPs to ensure needs are met and whether those PSAPs need to request distributions to not be reduced for FY2024. The majority of cost shifts have been completed for PSAPs that have migrated to the ESInet, which has changed the distribution.

Discussion ensued about the FY2022 fund balance identified in column F, and Ms. Tapler advised the PSAP fund balances have been increasing across the State.

A motion was made by Mr. Greene to approve the Estimated FY2024 PSAP Distribution in the amount of \$31,016,571.03. Mr. Beeman seconded the motion. After no discussion on the motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of PSAP Estimated FY2024 Distribution		
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 (<i>Not Present</i>)		
Stephanie Wiseman	Y	

6. 2023 Funding Committee Goals (Vote Required) –

Ms. Harris reviewed the 2022 Funding Committee goals and what the committee has accomplished during the 2022 calendar year.

NC 911 Board 2022 Goals As Proposed by Committee per Initiative
Funding Committee
Review the Approve Use of Funds List and vet expenditures to establish maximum allowable limits, where appropriate, while aligning with legislation.
In an effort to create efficiencies with regional or tertiary collaboration, conduct a study to review costs and utilization of backup PSAPs, thereby leveraging the ESInet, radios, CAD, and other key technological elements.
Continue reviewing the funding model, taking into consideration the ongoing implementation of new and emerging 911 Technologies.
In partnership with other Board Committees, create an adhoc group to explore new technologies/initiatives and how they may be funded. **Not intended as eligibility approval process.**
Staff Goal: Explore strategies and develop procedures, implement, and provide PSAP outreach to assist with management of low/high PSAP fund balance using the financial planning tool.

For goal one, the “Approved Use of Funds List” was revised, and a new document was approved by the Board in September 2022. Ms. Harris thanked staff for the efforts, Ms. Reeder for cross-referencing with legislation and Administrative Code, and the PSAP community for the comments submitted for review.

For goal two, staff has been reviewing backup PSAPs facilities and PSAPs revising backup plans.

Ms. Harris reviewed goal three and what has been accomplished during 2022, which can be tied to reviewing the funding model. Staff has been reviewing PSAPs with fund balances over 300% above distribution, along with PSAPs with low fund balances, for future distribution needs based on planned expenditures identified in technology plans and the financial planning tool. Ms. Harris noted that use of the financial planning tool has significantly decreased the funding reconsideration requests. The PSAP Assistance Team (PAT), which consist of the assigned Regional Coordinator and Financial Review Specialist, is available to assist PSAPs with funding needs. Revenue Expenditure Reports are up to date except for one PSAP’s outstanding FY2020 and FY2021 report, which allows a more accurate review of the funding model. The Funding Committee has reviewed and approved changes, including updating maximum allowable expenditures in the Approved Use of Funds List. Cost shifts were completed due to the transfer from

legacy to NG911 expenses, which also affects the funding model. Ms. Harris noted that for the upcoming year, and the goal associated with the review of low/high PSAP fund balances, staff will be reviewing those balances over 200%. The goal will be to assist PSAPs with ensuring a financial planning tool is completed and a technology plan developed to create a spending plan to address the needs of the PSAP while utilizing the amount identified over the legislatively allowed percentage.

Goal four has been partially met based on establishing the cybersecurity remediation initiative ad hoc group. The only part of goal four that was not met was the Funding Committee meeting with other committees.

Mr. Bone presented the proposed 2023 Funding Committee goals. Discussion ensued regarding the language and interpretation of each individually proposed 2023 goal.

NC 911 Board 2023 Goals As Proposed by Committee per Initiative	
Funding Committee	
Continue reviewing the funding model (five-year rolling average) to ensure the technical and operational needs of the PSAPs are met consistent with legislation and Administrative Code.	
Continue to develop strategies and procedures to implement and provide PSAP outreach to assist with management of low/high PSAP fund balances using the financial planning tool.	
In partnership with other Board Committees, continue to explore emerging technologies/initiatives and how they may be funded. <i>**Not intended as eligibility approval process.**</i>	
Explore available options for continued assessment of the cost and utilization benefits of backup PSAPs given the interoperability established by the Statewide ESInet.	

A motion was made by Mr. Greene to approve the 2023 Funding Committee goals. Mr. Hall seconded the motion. After no discussion on the motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of 2023 Funding Committee Goals		
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 (<i>Not Present</i>)		
Stephanie Wiseman	Y	

7. 2023 Funding Committee Meeting Dates (Vote Required) –

Mr. Bone reviewed the 2023 Funding Committee proposed meeting dates. He advised he had a scheduling conflict with the time of the meeting, and the most logical decision was for staff to swap times with the Education Committee. The proposed time is still the third Thursday from 10:00 AM to noon. He noted that a few meetings are not on the third Thursday due to holidays or legislative deadlines.

A motion was made by Mr. Coltrain to approve the 2023 Funding Committee meeting dates as presented. Mr. Beeman seconded the motion. After no discussion on the

motion, Ms. Templeton conducted a roll call vote. The motion passed unanimously.

Approval of 2023 Funding Committee Meeting Dates		
Committee Member	Vote to Approve	Vote to Not Approve
Randy Beeman	Y	
David Bone	Y	
Greg Coltrain	Y	
Chuck Greene <i>(Not Present for Vote)</i>		
Del Hall	Y	
Melanie Jones <i>(Not Present)</i>		
Stephanie Wiseman	Y	

8. Legal Brief –

Ms. Reeder reminded the committee members that all discussions of the Board and its committees must be conducted as public meetings in accordance with North Carolina’s Open Meetings Law (N.C.G.S. 143C, Article 33). She stated that committee members should not be sending “reply all” emails to discuss agenda items, as this could constitute an electronic meeting. Ms. Reeder added that it’s best to not “reply all” to any email to avoid members receiving duplicate emails. She advised the committee members to reply only to the staff sending the email, copying the Executive Director. Mr. Bone stated that he should be included as a recipient in those emails, as he is the Committee Chair.

9. Technology Update –

Mr. Rogers gave an update on migrations. There are 126 PSAPs operational on the ESInet with one site remaining. Current migration demographics include 55 hosted Vesta, 49 hosted Viper, and 22 ESInet-Only. There are 105 i3 sites. The GIS status is focused to keep jurisdictional data updated within 30 days or less.

RapidDeploy Analytics administrative training was complete October 27, 2022. Staff and the vendor are continuing to work with PSAPs to ensure reporting needs are met.

10. PSAP Report Status Update –

Ms. Templeton presented the PSAP report status update for FY2020, FY2021 and FY2022 revenue expenditure reports as of November 10, 2022. For FY2020, 127 reports were received, 126 are finalized (99% complete), and one is awaiting the signed revised report. For FY2021, 128 reports were received, 127 are finalized (99% complete), and one is awaiting the signed revised report. For FY2022, 28 are finalized (22% complete), 47 are in the clarification process, eight are awaiting the signed revised report, and 44 reports are awaiting review.

11. PSAP Eligibility Request Report –

Ms. Falco reported there were 35 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 \$10,588,260.53. The total cost approved for eligible expenditures was \$2,933,377.10 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 32 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 \$921,351.34. The total cost approved for eligible expenditures was \$728,971.34 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.

12. Closing Remarks –

Ms. Harris stated that she hoped to see everyone at the December Board meeting in two weeks and wished all in attendance a Happy Thanksgiving.

Mr. Bone wished all in attendance a Happy Thanksgiving as well.

The meeting adjourned at 12:10 pm.

APPROVED BY FUNDING COMMITTEE 2/16/2023