North Carolina 911 Board
Standards Committee Meeting
Minutes
Thursday, November 5, 2020
10:00 a.m. – 12:00 p.m.
Microsoft Teams
Meeting was conducted via use of simultaneous communication

Members on Phone	Staff on Phone	Others on Phone
Donna Wright	Richard Bradford	
Rodney Cates	Stephanie Conner	
Greg Coltrain	Kristin Falco	
Perry Davis	Tina Gardner	
Greg Foster	Pokey Harris	
Buddy Martinette – Off Call at 11:10	Gerry Means	
Candy Miller – Joined Call at 10:19	David Newberry	
Christine Moore – Off Call at 11:15	Sarah Templeton	
Dominick Nutter - Joined at 10:49	Angie Turbeville	
Christy Shearin		
Jason Stewart		
Terry Young		

Approved January 7, 2021

ABSENT		
Marty Cooke		
Greg Hauser		
John Herring		
Mark Holtzman		

Topic

1. Welcome – Pokey Harris opened with some welcoming remarks.

2. Chair Opening Remarks - Donna Wright welcomed everyone.

3. Roll Call – Tina Gardner called roll. All attendees were by telephone or TEAMS only.

4. Approval of the October Minutes – Greg Foster made the motion to accept the minutes and Rodney Cates seconded. All in Favor to accept minutes.

Approval of October Minutes		
Committee Member	Vote to Approve	Vote to Not Approve
Donna Wright	X	
Rodney Cates	X	
Greg Coltrain	X	
Perry Davis	X	
Greg Foster	X	
Buddy Martinette	X	

Candy Miller – Joined at 10:19	No Vote Recorded	
Christine Moore	X	
Dominick Nutter – Joined at 10:49	No Vote Recorded	
Christy Shearin	X	
Jason Stewart	X	
Terry Young	X	

5. Adhoc Committee Changes on Policy – Stephanie Conner gave an update but wants recommendations and language before bringing back to Education and Standards Committee.

6. Reviewer Training – Tina Gardner discussed some possible reviewer training in January.

7. 2020 Goals – Donna Wright reviewed last year's goals and asked if anyone had any comments or concerns for this next year.

   Donna stated maybe as a Committee a Subcommitte can be formed to explore creating different levels of PSAP capabilities, especially when we start migrating to NextGen. One question that was apparent is, "what do those levels represent?" Donna also described some various levels as examples. There was a suggestion to bring the Technology Committee in for collaboration.

   There was also discussion to keep the peer review process that was a 2020 goal.

   Donna expressed another idea with taking on the next step of NextGen in regard to recordings,pictures, and other emerging capabilities Retention of such was discussed. Most of the time that is set by general statute. There was discussion as to whether the Committee wants to look at some type of recommendation for retention.Pokey advised that may be a

slippery slope. We need to address that as a requirement that the PSAP needs to consider but she does not think we need to offer a length of retention. We are not in a place to tell PSPAs what their retention timelines should be. Maybe we can look at best practices on retention to offer guidance and reference Christine Moore said we should keep in mind what CALEA may require for accreditation and what other organizations require for federal grants or certifications. Donna asked for other ideas or suggestions.

Pokey said we are going to have a couple of items that will come out in discussion with the overall Board that are overarching goals. Basically, it is a Board goal that we can look at. We may want to look at other Committee goals that also may be a goal for Standards Committee. There could be some parallel goals. Pokey said she would like to bring to mind that there are things we may want to look at taking forward to the next legislative session.

Gerry Means believes there are some parallels as we get ready to jump into the continuity planning. A lot of what is capable probably should have some standards alignment as we go through terms of deployment. Considerations for continuity planning should include a standard of diversity for alt route, diversity of abandonment plans etc. There is a lot of capabilities out there but in order for us to have consistency in terms of how they apply them, we need to have some framework around continuity planning from the Standards Committee. There is opportunity for synergy. Donna suggested we do an ad hoc committee to figure out where we overlap.

Pokey discussed the upcoming continuity planning workshop. It will take into consideration where we are, continuity planning, and offer resources from the state to discuss radio options. The Standards Committee may want to keep continuity planning as a goal so that we can offer the PSAPs assistance for that. We will need to help them partner, get that initial start, provide some basis of a template, and we may want to facilitate conversation if they do not know how to get started.

2021 Goals - Donna said we want to carry forward reviewing standards, determine different levele-s for PSAPs, putting

together overarching group of all representation to look at where we are overlapping so there is coordination among Committees, and continuity planning as a whole.

Gerry said there's one other he wants to put out there but not sure how to approach it. We are moving to i3 and we have a process for that. It changes quite a bit the way addressing has been done in the past. Once your data is in DataHub ,which is our official repository, and once it gets uploaded to AT&T , your changes are with them and 911.net comes into play. There needs to be a cadence of updates to the GeoComm DataHub . This may necessitate a standard that addresses the minimal contact a PSAP should commit to the review of their respective data to ensure data accuracy. We have a process in place but there is no standard addressing how often to adjust or update data. There should be some requirement to view it daily for accuracy.

Pokey stated we need to consider a "checks and balances" statement. We can look at what is an educational element instead of a policy: what is a best practice instead of a policy.

Dominick Nutter made a motion to accept the following goals presented for 2021. Greg Foster seconded motion and it carried via roll call vote

1. Review and update potential verbiage of the Rules in order to prepare for the long process of updating them, focusing on the outcomes of legislative sessions.

2. Consider how a checks and balance would occur if there are new requirements regarding matters such as I3 standards and the need for collaboration between all committees regarding NG911 deployment.

Explore feasibility of establishing PSAP levels based on operational and technical capabilities.

Approval of 2021 Goals		
Committee Member	Vote to Approve	Vote to Not Approve

Donna Wright	X	
Rodney Cates	X	
Greg Coltrain	X	
Perry Davis	X	
Greg Foster	X	
Buddy Martinette - Off Call at 11:10	No Vote Recorded	
Candy Miller – Joined at 10:19	X	
Christine Moore – Off call at 11:15	No Vote Recorded	
Dominick Nutter – Joined at 10:49	X	
Christy Shearin	X	
Jason Stewart		
Terry Young	X	

Meeting adjourned at 11:21

Approved January 7, 2021