

North Carolina 911 Board Meeting
MINUTES
Jacksonville Public Safety Complex
200 Marine Boulevard, Jacksonville NC
Friday, May 17, 2019
10:00 AM – 11:45 AM

<u>Members Present</u>	<u>Staff Present</u>	<u>Guests</u>
Secretary Eric Boyette, (NC CIO) Board Chair	Richard Bradford (DOJ)	Ron Adams, Southern Software
David Bone, (NCACC) Martin County	Ronnie Cashwell (DIT/NC 911 Board Staff)	Jeff Holshouser, Motorola
Heather Campbell, (CMRS) Sprint <i>via phone</i>	Tina Gardner (DIT/NC 911 Board Staff)	Grover Lewis, City of Jacksonville
Bo Ferguson, (NCLM) Durham County	Pokey Harris (DIT/NC 911 Board Staff)	Jeff McAllister, Jacksonville PD
Chuck Greene, (LEC) AT&T	Gerry Means (DIT/NC 911 Board Staff)	Adam Oates, City of Jacksonville
Greg Foster, (NC Association of Rescue EMS) Alexander County Director of Communications	Stanley Meeks (DIT/NC 911 Board Staff)	Kristy Smith, Jacksonville PD
J.D. Hartman, (Sheriff's Association) Davie County	Don Rice (DIT/NC 911 Board Staff)	Rob Wilson, Davidson County
Buddy Martinette, (NCSFA) Fire Chief, Wilmington - <i>Via Phone</i>	Marsha Tapler (DIT/NC 911 Board Staff)	Michael Yaniero, Police Chief, Jacksonville
John Moore, (VoIP) Spectrum Communications	Angie (DIT/NC 911 Board Staff)	
Jude O'Sullivan, (CMRS) Carolina West - <i>Via Phone</i>		
Niraj Patel (CMRS) Verizon - <i>Via Phone</i>	Staff Absent	
Mike Reitz, (APCO) Chatham Co 911	Jesus Lopez (DIT/ NC 911 Board PM)	
Jeff Shipp, (LEC) Star Telephone		
Amy Ward, (LEC) CenturyLink		
Donna Wright, (NENA) Richmond Co Em. Services		
Members Absent		
Eric Cramer, (LEC) Wilkes Communication		
Jeff Ledford, (NCACP) City of Shelby PD		

Call to order — Chairman Eric Boyette called the meeting to order at 10:04 AM and asked Pokey Harris to call the roll of attendees.

1. Chairman's opening remarks — Chairman Boyette welcomed everyone to the meeting and thanked them for taking the time to join. He mentioned the lockdown that occurred this morning at a high school in Johnston County and thanked all the telecommunicators involved in the positive resolution. Vice Chair Donna Wright mentioned that students from the PSAP Managers training course were listening online to the meeting for a course assignment. Jacksonville Chief of Police Mike Yaniero welcomed everyone on

behalf of the Jacksonville Department of Public Safety and said a tour of the complex would be offered later.

2. Ethics Awareness/Conflict of Interest Statement — Chairman Boyette read the Ethics Awareness/Conflict of Interest statement printed in the agenda.

3. Public Comment — Chairman Boyette read the invitation to public comment printed in the agenda. No one had pre-registered to speak. No one present or on the phone asked to provide comment.

4. Consent Agenda — Chairman Boyette asked Ms. Harris to proceed with the consent agenda.

a) Minutes of Previous Meeting – April 26, 2019

b) NG 911 Fund

April 2019 Fund Balance \$43,763,382

April 2019 Disbursement -\$0

c) CMRS Fund

April 2019 Fund Balance \$ 6,609,276

April 2019 Disbursement -\$614,000

d) PSAP Fund

April 2019 Fund Balance \$17,146,253

April 2019 Disbursement -\$4,273,829

e) Grant Fund

April 2019 Fund Balance \$30,238,519

April Grant Funds Encumbered -\$24,130,821

f) Grant Project Updates per Reports

Jeff Shipp put forth a motion to accept the consent agenda as presented, with the motion being seconded by Donna Wright and passing unanimously.

5. Executive Director Report

a) NextGen 911 Migration Status- Pokey Harris shared the live status map of PSAP that have migrated to the ESInet, those in active status, those having committed to migration, and those remaining to make a decision. Ms. Harris thanked David Bone for his help in reaching out to the County Managers in the jurisdictions that have not yet made the decision to migrate.

b) Scotland County ESInet Migration – On Tuesday, May 1, Scotland County became the most recent PSAP to migrate to the NC 911 ESInet and hosted Viper call handling solution offered through the AT&T managed service contract. It was a successful cutover.

c) Meeting with Camp Lejeune – Ms. Harris reported that she and staff met yesterday with a delegation from Camp Lejeune and the City of Jacksonville to discuss inclusion in the NC NextGen 911 project. Many questions were asked, and it was a positive meeting. Ms. Harris thanked Ronald Massey and Chris Koltys for facilitating the meeting.

d) Presentation to NC Commander Council – Ms. Harris said she and Gerry Means would be meeting next week with the NC Commander Council to discuss inclusion in the NC NextGen 911 project.

e) Upcoming NG911 GIS Roadshow – Staff will be travelling throughout the state to facilitate a series of NG911 geospatial call routing meetings. Meetings will be held in each region across the state with a morning session to provide an overview of geospatial call routing, and then an afternoon work session for those PSAPs nearer to migration to learn how to upload GIS data into the GIS portal known as Data Hub. Over 200 participants are expected at the four meetings.

f) Staffing Update – Ms. Harris plans to meet with DIT HR next week to finalize posting of the two vacant Financial Review Specialist (FRS) positions. She also hopes to begin the process for posting the 911 Regional Coordinator positions in the coming weeks.

g) Federal 911 Grant Program Status – Ms. Harris said she expects notification in middle to late June. She thanked Richard Bradford and Gerry Means for their help with the subsequent application questions that were received following the initial grant submission.

h) Upcoming Chairman PSAP Tours Following Today's Meeting – Ms. Harris announced there would be a tour of the Jacksonville facility after lunch. A bus will be available to then take everyone on a tour of Camp Lejeune's communication center. Following that, Onslow County will host a tour at their facility.

i) State Scoop Awards – NC DIT received three State Scoop Awards at the 2019 National Association of State Chief Information Officers (NASCIO) Conference. Our very own Secretary/State CIO and Chair of the NC911 Board, Eric Boyette, received the State Executive of the Year Award. Ms. Harris congratulated him on this achievement.

j) Legislative Update – Richard Bradford reported there was no update on House Bill 217. He also revisited the Board's Policy Manual discussion from December of last year. He and staff had recently met on the subject. The quantity of information is cumbersome and difficult to search, leading to the conclusion to wait and work in conjunction with the CRM effort.

k) Executive Committee Discussion – Chair Boyette spoke about establishing an Executive Committee for the Board to help facilitate legislative and governance actions quickly when the entire Board is not available. The Executive Director and legal counsel will participate in meetings as well as the Chair. Committee membership will rotate per the direction of the Chair. Chairman Boyette entertained a motion to nominate Donna Wright as Chair of the Committee, with Jeff Shipp, David Bone, Chuck Green and Jeff Ledford serving as committee members. Sheriff Hartman put forth a motion to establish the Executive Committee as outlined by Chairman Boyette, with the motion being seconded by John Moore and passing unanimously.

6. Education Committee Report – Mike Reitz reported that Angie Turbeville has been inquiring about holding classes at community colleges. The committee has put a hold on the statewide initiative for minimum training standards until House Bill 217 is finalized.

7. Funding Committee Report

a) Orange County Emergency Communications FY 2019 Reconsideration – Orange County has submitted a reconsideration request for \$167,518.33 for use on their backup PSAP. David Bone and Marsha Tapler explained that they are currently operating out of that backup PSAP due to a mold issue in their primary PSAP facility. Staff recommended this reconsideration and a motion to approve was put forth by the Funding Committee, with the motion being seconded by Greg Foster and passing unanimously.

b) FY2020 PSAP Funding Distribution – Marsha Tapler presented the FY 2020 Distribution reports. A motion to approve the FY 2020 PSAP funding distribution was put forth by the Funding Committee, with the motion being seconded by Vice Chair Donna Wright and passing unanimously.

c) General Report – Mr. Bone reported that the Base Seat Ad Hoc Committee is working on a formula for overflow seats. Staff is working on additional reconsideration requests, CAD mobile software, funding recommendations for implemental functions. The committee will continue to work on the PSAP Funding model.

8. Finance Team Report — Marsha Tapler noted that she is working on three board reports for PSAPs that plan to submit a grant request as well as nine funding reconsideration requests. She also has been working on an overflow cost analysis over a three-year period to assist with the overflow policy for the Funding Committee. She has been compiling documents for costs associated with the CAD and base mobile server software to be brought to the committee on June 11. She is reviewing the Board financials for the end of the fiscal year and has several meetings set up with PSAPs to discuss their eligibility and complete their Board reports.

9. Grant Committee Report

a) 2020 Grant Program Applications (due May 31, 2019) – Heather Campbell reported applications for grants are due by midnight on May 31 and reminded that there will be no extensions. The Committee will review applications at the end of June. PSAPs will present their requests to the Committee on July 9, 2019. The Committee will then meet to make recommendations to the Board at their July meeting.

b) General Report – Ms. Campbell had no further report.

10. Standards Committee Report — Vice Chair Donna Wright spoke about the training session held last week at the Randolph County 911 center to train seven (7) new Peer Reviewers. She also mentioned that a sub-committee is working on updating the technology template for PSAPs.

11. Technology Committee Report – Jeff Shipp mentioned there is a new member on the Technology Committee, Randy Cress. Gerry Means reported 90% PSAP acceptance of NextGen 911 (ESInet) and the potential of having 44 PSAPs on the network by the end of the year. Work on the NMAC is in motion and Mr. Means thanked Stanley Meeks for being the point person in that effort. Plans are to hold interviews for Tier 2 contractors for the NMAC next month in anticipation of a mid-July hire date. Work is being done to formalize cybersecurity resources at the State and Federal level to support the NG effort. Randy Cress has agreed to work with CSRP and can help as a resource. Gerry provided an update on the launch of the GIS project which occurred on April 16, 2019. He further discussed the alliance with Tim Johnson and CGIA for liaison support with the GIS community at large. He also reviewed the plan for GIS education on the NG911 GIS component, and advised of acceptance of two PSAPs to act as pilots (Richmond County and Durham). Planning is underway for regional introduction and training sessions in month of June across the State They are trying to align ESInet migration strategy to the GIS roll-out so that by next year it will be in sync. Once a migration progress is started the GIS reconciliation project can start at the same time.

12. 911 Regional Coordinator Reports — Tina Gardner spoke of plans to schedule a class for new PSAP directors that she, Angie Turbeville and Marsha Tapler would facilitate. She mentioned again the seven new PSAP Peer Reviewers. Angie Turbeville has meetings scheduled in June for those late adopters of the ESInet. She is working on a survey that will go out to PSAPs to establish training needs across the state to create a training plan for the next 12 months. Ms. Turbeville has been working with Stanley Meeks on the CRM Project and hopes to present a demo at the next Board meeting. Ms. Harris thanked Tina and Angie for all their hard work over the past months.

13. Other — No other business was reported.

The next Board Meeting will be held on June 28th by WebEx and Conference Bridge.

Adjourn — Chairman Boyette adjourned the meeting at 11:46 AM.

Following lunch, PSAP tours followed at Jacksonville PD, Camp Lejeune, and Onslow County.

APPROVED BY NC 911 BOARD CSRP/19