

Regional Advisory Council Meeting

July 10th, 2018 2:00PM

Council Members in Attendance

Steve Weis	Tory Maye	Joell Kight	Ben Duncan
Terry Hall	Kurt Plowman	Sharon Brady	Rebekah Craft
John Powers	Steve McMurrer	Jason Malloy	Judy Lamey-Doldorf

Staff in Attendance

Dorothy Spears-Dean Stefanie McGuffin

1) Call Meeting to Order

Mr. Hall called the meeting of the Regional Advisory Council to order at 2:00PM. Ms. Spears-Dean performed a roll call of the members on the audio bridge.

2) Approval of the April 10th Minutes

Mr. Hall called for a motion to approve the meeting minutes from May 22nd. The motion passed without opposition.

3) NG9-1-1 Funding Requests

Ms. Spears-Dean reviewed the NG9-1-1 Funding requests. The NG9-1-1 Migration Program provides funding for NG9-1-1 migration expenses. These expenses are for call routing transitioning to an ESInet during the NG9-1-1 deployment period. The funding cycle for this program opens up on Monday July 16, 2018 and will run through the deployment period. The 3-year deployment schedule was reviewed. The funding request cycle needs to support the deployment schedule. The Board approved and extended funding request cycle to ensure all PSPAPs have sufficient time to apply for funding. The NG9-1-1 funding awards are for three years. Eligible participants for the NG9-1-1 Migration Program include Virginia primary PSAPs and secondary PSAPs served by a selective router pair. A funding

request will include the Proposal Acceptance Letter and Migration Proposal (PAL & MP). The NG9-1-1 Migration Program also provides funding for non-vendor supported call handling equipment replacement and consolidation projects with funding amounts consistent with the FY19 PSAP Grant Guidelines. The first PAL submission deadline is September 17th. Awards would be at the November 8th 9-1-1 Board Meeting. PSAPs should submit their completed PALs to a VITA electronic mailbox. Additional PAL deadline dates will be announced when future Board meetings are scheduled.

4) Annual Progress Reports

PSAPs with open non-PEP grant awards are required to complete an Annual Progress Report; a copy is located on the ISP website. Staff will recommend a grant be rescinded if the project had not reached the design/planning phase. If a PSAP has not reached the Acquisition phase, the PSAP must provide a revised project plan.

5) FY18 True Up Process

Ms. Spears-Dean reviewed the FY18 True-Up process. This is a baselining year for the ECATS data. If data is missing, staff will use existing data to estimate total calls. True-up data will be posted to the ISP website by September 7th. PSAPS have until October 12th to review the data.

6) GIS Data Report Cards

GIS data report cards are available. They provide an assessment of data readiness for NG9-1-1 and conformance of GIS datasets to the Virginia Geospatial Data Standards.

7) 9-1-1 Call for Service Dispatching Best Practice

Ms. Stefanie McGuffin reviewed the 9-1-1 Call for Service Dispatching Best Practice. It was the consensus of the Council to approve the Best Practice for publishing. The document will be available on the ISP website.

8) RAC Task Workgroups

Ms. Spears-Dean provided the Council updates to the Data Provisioning, COOP Template, and Minimum Training Recommendations.

9) Updates and Reminders

The next meeting of the RAC is scheduled for July 24th.

10) Adjourn

The meeting adjourned at 2:30PM.