

# Regional Advisory Council Meeting

## March 8, 2016 2:00PM

### Members Present

Allan Weese Charlie Udriet Joell Kight Melissa Foster  
Jolena Young Randy Davis Terry Hall John Powers  
Carol Adams Jason Malloy Carl Levandoski Steve McMurrer

### 1) Call Meeting to Order

Mr. Dorothy Spears-Dean began the meeting of the Regional Advisory Council at 2:00PM and performed a roll-call for those RAC members on the audio bridge. Mr. Terry Hall asked the members if there were any objections to future face-to-face meetings. There were none. There was council discussion about future meetings. Mr. Hall said he felt the next meeting would need to be face-to-face, but after that it could be handled on a case by case basis. Ms. Spears Dean would look at meeting availability at CESC.

### 2) Approve Minutes from Feb 10<sup>th</sup> and 23<sup>rd</sup> Meetings

Ms. Spears-Dean asked for the council to accept the meeting minutes for February 10<sup>th</sup> and 23<sup>rd</sup>. Mr. Alan Weese made the motion to accept both sets of minutes. Mr. Steve McMurrer seconded the motion. The motion passed without any objections.

### 3) Recommended Task List and Feedback

Ms. Spears-Dean reviewed the development of the task list thus far, and then began the discussions on individual tasks.

Goal 1, Initiative A, Task 1 – there was council discussion. The proposed staff revision was accepted.

Goal 1, Initiative A, Task – there was council discussion. The proposed staff revision was accepted.

Goal 2, Initiative A, Task 1 – there was council discussion. The proposed staff revision was accepted.

Goal 2, Initiative B – there was council discussion. Proposed language would be amended to say “provides a strategic framework for data sharing initiatives” and

CAD2CAD within Virginia would be an example of recommended actions.

Goal 2, Initiative C - there was council discussion. The proposed staff revision was accepted and additionally, networking and transport methods would added to recommended actions.

Goal 4, Initiative A, Task 1 – there was council discussion. The proposed staff revision was accepted.

Goal 4, Initiative B, Task 1 – there was council discussion. Proposed language would be amended to say “Adopt and create baseline 9-1-1 professional and technical support staff development criteria”.

Ms. Spears-Dean reviewed the three goals where the proposed language was changed again. There was no disagreement from the council. Ms. Spears-Dean asked for the council to ask staff to incorporate all the changes into the task list, and publish it. Ms. Carol Adams made the motion, and Ms. Joell Kight seconded it. The motion passed without any objections. Ms. Spears-Dean said the next steps are to prioritize these tasks and identify any interdependencies. Her recommendation is to schedule an in-person meeting to go over those items.

**4) Best Practices**

Ms. Spears-Dean asked the council if new groups should be chartered to review Best Practices and Standards or is this something that we want to accomplish within the Regional Advisory Council. There was council discussion. Consensus is that the RAC would function as a steering committee for the development of Best Practices and provide coordination.

**5) RapidSOS App Launch**

Ms. Spears-Dean provided background information to the Council on the RapidSOS application and its launch on March 26, 2016. There was council discussion. ISP staff will send an email out to through the ISP listserv about RapidSOS and will look at holding a webinar on RapidSOS as well.

**6) Next Steps on Data Analytics**

Mr. Marzolf updated the council on the next steps on data analytics. Support seems strong for the concept and the tool. The biggest issues seem to be records retention (cloud & what happens after 3 years), and how to address FOIA. Mr. Marzolf said there were three possible solutions. First, there could be coordination between the Board

and the Locality in the event of a FOIA request. Second, the Locality could deny the board access to call detail reports. Third, there was discussion of a new court case involving a state agency and a media outlet involving court records. The result of that case was the media outlet had to go to the court, since they were the owner of the records. Mr. Marzolf said that staff would be asking the Board to approve the concept and authorize funding. The data sharing agreement would still be a work in progress. There was council discussion.

**7) Public Comment**

Ms. Dorothy Spears-Dean asked for public comments. There were none. Ms. Spears-Dean said the final task list summary will be published to the VITA website, and an update report will be made to the Board at their next meeting. Additionally, an email blast and a webinar will be produced with information about Rapid SOS. The regional advisory council meeting ended at 3:40PM