

## **Regional Advisory Council Meeting Tuesday May 22<sup>nd</sup>, 2018**

### **Council Members on Audio Bridge**

Tory Maye	Joell Kight	Gerald Smith	Ben Duncan
Tim Estes	Chris Akers	Terry Hall	Rebekah Craft
Judy Lamey-Doldorf	Jonathan Worley	Jason Malloy	Steve McMurrer

### **Staff Members on Audio Bridge**

Dorothy Spears-Dean                      Steve Marzolf

#### **1) Call the Meeting to Order**

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

#### **2) Approval of the April 24<sup>th</sup> and May 8<sup>th</sup> Meetings**

Mr. Hall called for the approval of the meeting minutes from April 24<sup>th</sup> and May 8<sup>th</sup>. Mr. Maye made the motion and Ms. Kight seconded it. The motion passed without opposition.

#### **3) NG9-1-1 Deployment Activities**

Ms. Spears-Dean updated the Council on NG9-1-1 deployment activities. Regional Coordinators have distributed data collection and validation sheets to all PSAPs. The data is due by May 31<sup>st</sup> and they are being used to develop migration proposals. The delivery of migration proposals will begin after the May board meeting. The review of the migration proposals with the PSAPs will be completed by June 30<sup>th</sup>.

ISP Staff is conducting and analysis of ALI, MSAG and GIS data. Comparison of RCL and address points with ALI/MSAG tables is an important component of the migration proposals. Staff has received data from Verizon, CenturyLink and West. The analysis will be completed by May 25<sup>th</sup>. The final migration proposals will contain match rates from the 2018 analysis.

#### **4) Upcoming 9-1-1 Services Board Meeting**

Ms. Spears-Dean gave the Council a preview of the items on the agenda for the next 9-1-1 Services Board Meeting. Discussed were the agenda items posted for the [May 24<sup>th</sup> Board Meeting](#). Mr. Marzolf detailed the CMRS Payment Continuation Agreement. CMRS reimbursement will continue for an additional year, it should keep things business as usual for the next fiscal year.

## 5) **FY20 PSAP Grant Program Guidelines**

Ms. Spears-Dean reviewed the changes to definitions in the FY20 PSAP Grant Guidelines. Items covered were call handling equipment, CAD, interoperability, legacy network gateway, mapping system, migration proposal, deployment period, GIS project, proposal acceptance letter, and secondary PSAPs. There was Staff/Council discussion.

Ms. Spears-Dean continued with the Migration Program.

The purpose of the NG9-1-1 Migration Program is to provide funding for NG9-1-1 migration expenses for call routing transitioning to an ESInet during the deployment period. Eligible participants are primary PSAPs and secondary PSAPs served by a selective router pair. Funding requests are comprised of the Migration Proposal and the Proposal Acceptance Letter. The Migration Proposal will provide information to the PSAP about cost, funding, processes and schedule. It is intended to define NG9-1-1 readiness based on a vendor solution, and designed to aid in local NG9-1-1 decision making. The migration proposal is a collaborative effort between the local PSAP/GIS/IT departments, VITA, AT&T, E9-1-1 service providers, and CHE vendors. ISP staff will prepare all migration proposals using AT&T as their basis. If and RFP is issued, and another contract awarded, an additional Migration Proposal will be prepared. The sections of the migration proposal include PSAP systems and applications, GIS data preparation, call routing, network connectivity, cost estimates and funding.

The proposal acceptance letter functions as the NG9-1-1 funding request. The requested amount should not exceed the cost estimates contained in the Migration Proposal. This confirms the PSAPs acceptance of the Migration Proposal and signals the intent to deploy NG9-1-1. There was Staff/Council discussion on “material changes” and Staff stated that would be anything greater than \$5,000. PSAPs should execute a contract with a NG9-1-1 solutions provider within 3 months of an approved PAL. PSAPs should complete all identified NG9-1-1 ready implementation steps within 3 months of the scheduled deployment date.

Ms. Spears-Dean also discussed NG9-1-1 funding, CHE and consolidation projects, and other NG9-1-1 recommendations. Ms. Spears-Dean asked for any additional comments. There were none.

The PSAP Education Program (PEP) provides funding to primary PSAPs for the purpose of obtaining 9-1-1 and GIS education and training. Secondary PSAPs are not eligible for PEP funding. Funding for certifications will be allowed this year, and funding levels will increase to

\$3,000 for an individual request and \$4,000 for multi-jurisdictional requests. There was Staff/Council discussion on grandfathering funding levels for consolidated PSAPs.

**6) Grant Extension Requests**

Grant extension requests for Greenville, Highland, Northern Virginia, and Tazewell were discussed. At the April 26<sup>th</sup> PSAP Grant Committee meeting, these extension requests were recommended.

**7) NG9-1-1 Deployment Update for the Board**

At the Board meeting, Ms. Spears-Dean will present a similar update that was given at the Spring Conference.

**8) Old Business**

On July 1<sup>st</sup>, 2018 the new funding formula percentages will take effect. The new percentages are published on the VITA ISP web page, and have been provided to Taxation.

**9) New Business**

New business items discussed by Staff/Council were the RAC Report to the Board, the NET911 Act filing, FY18 Annual report, and Powhatan grant award amendment request.

**10) RAC Task Work Groups**

Ms. Spears-Dean announced that a draft of the GIS Data Provisioning document will be sent out to work group members. Mr. Malloy said that the COOP template document is approximately halfway complete, and then will be incorporated into the VDEM format. The Minimum Training Recommendations workgroup will be getting underway shortly.

**11) Updates and Reminders**

There will be a Board Meeting on May 24<sup>th</sup>. Members were asked to assist with the collection PSAP data collection and validation sheets if their local PSAP hasn't submitted it yet.

**12) Public Comments**

Mr. Hall commented that in the future, if a 9-1-1 Board meeting was canceled, that would impact the Funding Program.

**13) Adjourn**

The meeting of the Regional Advisory Council ended at 3:30PM.