

**911 Service Board Meeting  
January 10, 2019  
CESC**

<b>Members Present:</b>	Dr. Jeffrey Stern - Chairman	Seth Weise
	Mary Blowe	Kelvin Wright
	Scott Garber	Jolena Young
	Kevin Hall	Danny Garrison
	Lee Miller	David Von Moll
	Nelson Moe	Jeffrey Merriman
	Robert Layman	
<b>Members Absent:</b>	Dennis Hale	Terry Ellis
<b>Advisor Present:</b>	Shawn Talmadge	
<b>AG Present:</b>	Joshua Heslinga	
<b>Remote</b>	Roanoke	Culpeper
	Abingdon	
<b>Staff Present:</b>	Dr. Dorothy Spears-Dean, Coordinator	Stefanie McGuffin
	Steve Marzolf	Lewis Cassada
	Joe Sewash	Terry Mayo

**1. CALL TO ORDER**

Chairman Stern called the meeting of the 911 Service Board to order at 10:01 AM. The Chairman asked everyone to go around the table and introduce themselves, as the Board has some new members. The Chairman thanked the Board members for their service, and welcomed the new Board members.

Coordinator Spears-Dean did a roll call of the remote sites. All were accounted.

**2. APPROVAL OF THE MINUTES FROM NOVEMBER 8, 2018**

Chairman Stern called for a motion to approve the November 8, 2018 Board Minutes, which had been distributed to the Board prior to this meeting.

Kevin Hall made a motion to approve the Minutes, and David Von Moll 2<sup>nd</sup> the motion to approve the November 8, 2018 Minutes. The Minutes were approved; **12-0-0**. (Robert Layman had not yet arrived)

### **3. NG9-1-1 DEPLOYMENT UPDATE**

Steve Marzolf addressed the Board and said he wanted to give the Board an update on NG9-1-1 Deployment since the last Board meeting. He said that the Virginia Beach RFP is out and it is due back March 1, 2019. Mr. Marzolf said staff has been given an opportunity to review the RFP and may be able to participate on the Selection Team. If permitted, Dorothy Spears-Dean and Lyle Hornbaker will be non-voters on the Selection Team. He said that staff will keep the Board informed of what happens. Mr. Marzolf said that recurring costs for localities will increase after deploying NG9-1-1. He said that some localities are paying as low as \$400 a month and some may experience a two to three increase. Mr. Marzolf said that staff will be organizing a Committee to determine how to mitigate this problem. The Committee will report to Coordinator Spears-Dean. He said that the Committee needs to include a Financial and PSAP representative, as well as other representatives of the 911 Community. Mr. Marzolf said staff would like the Committee to be headed by a staff member so that meetings can be done electronically, as well as easily coordinated, and not have Board members travel several times a month to participate in the meetings. Mr. Marzolf informed the Board that Board Member Jolena Young has been asked to serve on this Committee as the Board's representative. Mr. Marzolf talked about the problem of funding "Text to 911". Lee Miller asked if there has been a determination of the cost for funding "Text to 911" and is there is a time limit to coming to a decision." Mr. Marzolf said it is not necessary to come to a decision today. Chairman Stern asked that staff come back at the next Board meeting to discuss the funding of "Text to 911". Mr. Marzolf talked about the Budget Amendment proposed to continue reimbursements of CMRS Provider costs. Mr. Marzolf said that the Governor's office does not have this item on their docket for the "borrowing authority". However, he said that two VGIN Advisory Board members have agreed to take this item to the Legislators. Mr. Marzolf informed the Board that he is working with Counsel to come up with language to continue to reimburse Cost Recovery.

### **4. NG9-1-1 FUNDING REQUESTS**

Coordinator Spears-Dean addressed the Board and said she received two requests for NG9-1-1 funding. She refreshed the Board's memory that after the November 8<sup>th</sup> meeting, the Board approved the 1<sup>st</sup> round of the NG9-1-1 Funding Requests. Coordinator Spears-Dean informed the Board that when staff was creating the award letters staff noticed a discrepancy between the amount approved and the amount budgeted for nine awards. She said that this has been corrected, and the Localities notified. Coordinator Spears-Dean is requesting that the Board approve the funding requests as amended. Chairman Stern called for a discussion from the Board, and there were none. Chairman Stern then called for a vote from the Board. Kevin Hall made a motion to approve, and Danny Garrison 2<sup>nd</sup> the motion to approve staff's recommendation. All approved; **13-0-0**.

Coordinator Spears-Dean said that twelve localities submitted NG9-1-1 Funding Requests and the total amount of funding requested is \$5,343,380.03. She said that the PSAP Grant Committee is recommending approval of funding of the requests. Coordinator Spears-Dean went over the spreadsheet with the Board (see attachment) of the localities requesting funding. Chairman Stern called for questions from the Board, and there were none. Chairman Stern then called for a vote from the Board. Kevin Hall made a motion to approve and Kelvin Wright 2<sup>nd</sup> the motion to approve. Two Board members abstained from voting, City of Staunton and Richmond Ambulance Authority, as they are on the list. All approved; **11-0-2** (Danny Garrison and Scott Garber abstained as they are on the list requesting funding).

Coordinator Spears-Dean informed the Board that the PAL submission deadline of January 28<sup>th</sup> is coming up, and the funding requests submitted will be discussed at the March 14<sup>th</sup> Board meeting.

## **5. 2020 PEP GRANT APPLICATIONS**

Coordinator Spears-Dean addressed the Board and said staff received 96 PSAP Education Grants which included 90 individual and 6 multi-jurisdictional PEP grants. She said the total requested is \$436,871, which includes \$168,000 for multi-jurisdictional PEP grants. Coordinator Spears-Dean said that staff and the PSAP Grant Committee are recommending approval of the grants received. Chairman Stern called for a discussion from the Board, and there were none. Chairman Stern then called for a motion for approval from the Board. Danny Garrison made the motion to approve, and Kevin Hall 2<sup>nd</sup> the motion to approve. All approved; **11-0-2** (Kelvin Wright, Jolena Young, and Mary Blowe abstained as their PSAPs have submitted applications.)

## **6. OLD BUSINESS**

- **Update on Federal Grant:** Coordinator Spears-Dean informed the Board that she has nothing to report. Nelson Moe asked what the Board members should expect to happen. Coordinator Spears-Dean said that staff should expect a funding notice to come out, and staff will inform the Board. Nelson Moe then asked about the window of completion. Coordinator Spears-Dean said that staff should be able to do a quick turnaround on completion.

## 7. NEW BUSINESS

- **2018 CMRS Close-Out Report:** Coordinator Spears-Dean addressed the Board and said the Board no longer has a CMRS Subcommittee and there is no action to the Board. However, Coordinator Spears-Dean informed the Board that the Board paid out \$1,972, 087.71 in cost recovery during FY 2018.
- **Regional Advisory Council (RAC) Report:** Coordinator Spears-Dean addressed the Board and said the RAC has scheduled an In-person meeting for January 15<sup>th</sup>, and because of the impending severe weather, it may have to be rescheduled. She also informed the Board that an alternative date has been set for February 5. Coordinator Spears-Dean informed the Board that there was a RAC call this week and the agenda has been set for the upcoming meeting. She said the meeting will focus on three areas: 1) The completion of current work products; 2) future ISP/RAC needs; and 3) charter and planning for RAC 3.0.
- **Nomination of Vice Chairperson:** Chairman Stern asked for nomination of a Vice Chairperson to serve as Chair when the Chairman is unable. Kevin Hall volunteered to serve as Vice Chairman to the Board. Chairman Stern then called for a 2<sup>nd</sup> motion to approve Kevin Hall as Vice Chairman to the Board. Jolena Young 2<sup>nd</sup> the motion to approve Kevin Hall to serve as Vice Chairman of the 911 Service Board. All approved; **13-0-0**.

## 8. PUBLIC COMMENT

**Abingdon** asked if the PALs were approved, and the Coordinator replied yes.

**Roanoke** - None

**Culpepper** - None

**On-Site** - Nelson Moe asked if Mr. Marzolf could inform the Board as to what is going on at the Legislature. Mr. Marzolf said staff has no update, but will send the Board an email should anything impacting 911 occur.

## 9. ADJOURNMENT OF THE MEETING

Chairman Stern adjourned the meeting of the 911 Service Board at 10:44 AM.

The next meeting of the 911 Service Board will be held on Thursday, March 14, 2019 at the Commonwealth Enterprise Solution Center (CESC).

**Respectfully Submitted:**

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**Terry D. Mayo**

**(Date)**