

**911 Service Board Meeting
March 12, 2020
CESC**

Members Present:	Honorable Kevin Hall – Vice Chairman	Kelvin Wright
	David Von Moll – Comptroller	Gary Critzer
	Mary Blowe	Jolena Young
	Seth Weise	Jeffrey Merriman
	Danny Garrison	
	Pete Hatcher	
Members Absent:	Dr. Jeffrey Stern	Nelson Moe
	Scott Garber	
Advisor Present:		
AG Present:	Robin McVoy	
Remote	Roanoke	Culpeper
	Abingdon	
Staff Present:	Dorothy Spears-Dean	Joe Sewash
	Stefanie McAllister	Lisa Nicholson
	Lewis Cassada	Zeta Wade

1. CALL TO ORDER

Vice Chairman Hall called the meeting of the 911 Service Board to order at 10:00 AM.

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

2. APPROVAL OF THE MINUTES FROM FEBRUARY 6, 2020

Vice Chairman Hall called for a motion to approve the February 6, 2020 Board Minutes, which had been distributed prior to this Board Meeting. Mr. David Von Moll made a motion to approve the Minutes of February 6, 2020, and Chief Kelvin Wright seconded the motion to approve the Minutes of February 6, 2020. The Minutes of February 6, 2020 was approved; **9-0-0** (Mr. Merriman had not arrived at the meeting).

3. VITA-ISP TO VDEM TRANSITION

Coordinator Spears-Dean informed the Board that at the last meeting Dr. Stern

announced the transition of ISP to the Virginia Department of Emergency Management (VDEM). Coordinator Spears-Dean said that at the time of Dr. Stern's announcement the Legislature had not made crossover; however, now the bill has passed the Legislature. Coordinator Spears-Dean said the budget bill has also passed. She said that staff has been busy over the last couple of weeks. Coordinator Spears-Dean briefed the Board on what staff is doing to transition over to VDEM. She talked about the Transition Leadership Team and the Task Force Teams. She said that there are five Task Force Teams. Coordinator Spears-Dean said that Dr. Stern talked about the discovery phase of the transition at the last meeting. She said that staff is now moving on to the "cross-walk" phase of the transition. Coordinator Spears-Dean talked about the things that VDEM and ISP have in common, and those common elements are being expanded and built upon. She said that ISP is excited about this merger. Ms. Wade, CSIG Director, addressed the Board and said that Coordinator Spears-Dean is doing very well leading the team through transition.

Coordinator Spears-Dean asked the Board to give staff the authority to work with the Transition Leadership Team to make decisions without prior Board approval to ensure a smooth transition. Legislation requires ISP to transition to VDEM on July 1, 2020 and the next Board meeting is scheduled for May 14, 2020. She gave an example of why this authority is needed. At the last transition meeting, it was determined that VITA would need to close out all PSAPs grants in advance of the transition date, most likely by the end of May, to be able to transfer funding to VDEM and re-establish the PSAP Grant Program in VDEM. The Board endorsed this approach as illustrated by the example provided. Vice Chairman Hall called for a motion to approve staff to make decisions on behalf of the Board concerning transition, and to ensure that the Grant process and other Board projects, such as NG9-1-1 funding for jurisdictions, continue to flow without change during and after the transition. Mr. Gary Critzer made a motion to approve the motion. Danny Garrison seconded the motion to approve. The motion was approved; **9-0-0** (Mr. Merriman had not arrived). Mr. Gary Critzer asked that if anything was to come up that Coordinator Spears-Dean make the decision on behalf of the Board. Mr. Gary Critzer made a motion, and David Von Moll seconded the motion in the bounds of the Board's statutory authority; all approved **9-0-0** (Mr. Merriman had not arrived).

4. NG9-1-1 BUDGET REPORT

Coordinator Spears-Dean addressed the 911 Service Board, and said that she wanted to give the Board budget information on NG9-1-1. She went over the budget with the Board. Coordinator Spears-Dean said that with the Migration Proposal \$58,000,000 was estimated for deployment. She said given the amount of amendments requests processed for increases to diversity projects, it might appear that there has been an increase in the overall budget. However, she said special construction costs have actually been decreasing as compared to the

budgeted amount. Coordinator Spears-Dean said that this update is for informational purpose to the Board and a more detailed budget report would be provided at the next Board meeting.

5. NG9-1-1 DEPLOYMENT UPDATE

Stefanie McAllister addressed the Board and gave a brief update on the deployment. She said that Fairfax, Floyd County, City of Staunton, Loudoun County, Fauquier, as well as, City of Franklin are making progress on “connectivity”. Ms. McAllister said a lot of work has been done with GIS data as well. She said that staff continue to work with the Northern Virginia area. She said that staff is going to work with VDEM for the transition, and that deployments should begin by the middle of April.

6. NG9-1-1 FUNDING AND AMENDMENT REQUESTS

Coordinator Spears-Dean addressed the Board and said that there are 13 NG9-1-1 funding requests. She said that there were also a number of NG9-1-1 funding amendment requests. Coordinator Spears-Dean said that the PSAP Grant Committee has reviewed the requests. The Committee and staff are requesting that the Board vote on the Funding requests in a block format. Coordinator Spears-dean said that thirteen localities have submitted NG9-1-1 Funding Requests that total \$4,954,525.43 with PALs submitted by Jan 27, 2020. Coordinator Spears-Dean said that the Committee is recommending approval of the requests for funding. Coordinator Spears-Dean said that three are only 26 remaining PSAPs left that need to submit Funding requests. Vice Chairman Hall call for a discussion from the Board, and there were none. Vice Chairman Hall called for a motion to approve the Funding Requests in the amount of \$4,954,525.43. A motion was made by Jolena Young to approve the Funding Requests, and seconded by Chief Wright. All approved; **7-3-0** (Pete Hatcher, Mary Blowe and Gary Critzer abstained).

Coordinator Spears-Dean said that the Committee received a number of requests for increased connectivity costs amendments. The amendments were received from Orange; Winchester; Hopewell; Lancaster; Northumberland; New Kent; Emporia; Madison, and Portsmouth. The Committee also received an amendment request for “on-site diversity costs” from Clarke County for \$13,966.15; Text to 9-1-1 costs for Manassas Park in the amount of \$30,000. The PSAP Grant Committee is recommending approval of the amendment requests for amount of \$1,504,727.20. Vice Chairman Hall called for a motion to approve the amendments. Jolena Young made a motion that the Board approve the amendment requests, and Chief Kelvin Wright seconded the motion for approval. The requests were approve; **9-1-0** (Mary Blowe and Gary Critzer abstained).

7. OLD BUSINESS

None.

8. NEW BUSINESS

- **Sustainable Funding Committee Report:** The Committee Chairperson, Jolena Young, addressed the Board and said a survey has been done with the PSAP Managers. She gave a brief presentation. She said that the Funding Committee is looking at and evaluating whether to ask for an increase in the surcharge. The Committee Chairperson said that the PSAPs are looking at increasing funding. She informed the Board that in the short-term a Regional Meeting for Region 4 has been set-up for April 2 to discuss this issue. She informed the Board that Region 4 is leading the meeting because they have many shared installations. The Committee Chairperson said that the Region recognizes that there are going to be some challenges. Committee Chairperson Young informed the Board that this was for informational purposes at this time, and does not require any Board action.
- **Regional Advisory Council (RAC) Report:** Coordinator Spears-Dean addressed the Board and gave everyone a quick update of where the RAC and staff are in their collaboration on the Comprehensive Plan. She said that at past Board meetings staff talked about the RAC helping Staff with the Comprehensive Plan. The RAC met on March 5 to establish five (5) workgroups. She said that these workgroups would work on the “strategic initiatives” of the Comprehensive Plan. Coordinator Spears-Dean said that a “standards document” was developed, and that there is a workgroup working on each section of the plan. She said that the goal is to have a final draft of the document ready for review at the May 14 Board meeting. She also stated that the RAC and staff want this in place before the ISP transition to VDEM, and that each wanted a natural stopping point.

9. PUBLIC COMMENT

Abingdon – Allen Bailey with Lee County addressed the Board and asked would the transition to VDEM put further strain on the 911 Funds coming into the Division. He commented that VDEM does not have a revenue stream coming in. He also wanted to know what type of economic impact the transition would cause with the 911 Revenue Stream. Coordinator Spears-Dean said that there will be no impact, and said that the 911 Revenue is established in code, and any changes would require Board action to make a change.

Mr. Bailey asked about the coordination of the VDEM and ISP Calendars once the transition takes place, as he said, there are conflicts in meeting dates. Coordinator Spears-Dean said that events would be synchronized once the transition is over.

Roanoke - None

Culpepper - None

On-Site – None

10. ADJOURNMENT OF THE MEETING

Vice Chairman Hall then called for a motion to adjourn the meeting of the 911 Service Board. Chief Kelvin Wright made a motion to adjourn the meeting of the 911 Service Board, and Gary Critzer seconded the motion to adjourn the meeting. The motion passed, **10-0-0**. The meeting adjourned at 10:42 AM.

The next meeting of the 911 Service Board will be held on Thursday, May 14, 2020 at the Commonwealth Enterprise Solution Center (CESC).

Respectfully Submitted:

Terry D. Mayo

(Date)