

**PSAP Grant Committee**  
**March 8, 2022 1:00PM – 3:00PM**  
**Four Points by Sheraton, Midlothian VA**

**Members Present**

Chief Wright    Sonny Saxton    Jeff Flourney  
J.R. Powell      Rae Fleming

**Staff Present**

Brian Crumpler                      Dorothy Spears-Dean                      Terry Mayo  
Lewis Cassada                      Joe Sewash                                      Lisa Nicholson

**Call Meeting to Order**

Chief Wright called the meeting of the PSAP Grant Committee to order at 1:00 PM. Ms. Lisa Nicholson performed a roll call of the members present at the meeting.

**Approval of the Minutes**

Chief Wright called for a motion to approve the meeting minutes from November 4, 2021. Mr. Powell made the motion, and it was seconded by Ms. Fleming. The motion passed 5-0-0.

**NGS Bureau Update**

Ms. Spears-Dean discussed the development of a vision for the FY24 PSAP Grant Program and beyond, the PEP and NG9-1-1 Migration Programs, sustainability, and innovation. Additionally, Ms. Spears-Dean reviewed updated to the NG9-1-1 deployment dashboard regarding the funding and budget status.

**NG9-1-1 Deployment Update**

Mr. Brian Crumpler provided updates to the Committee regarding the amendment process for NG9-1-1 funding and the Funding Review Team. Mr. J.R. Powell continued reporting on the background for, and the implementation of the Funding Review Team. Mr. Crumpler discussed the amendment process for closing out awards, and if additional funds are needed or if funds can be returned to the 9-1-1 Fund. Mr. Saxton asked Mr. Powell if all the amendments seemed appropriate. Mr. Powell said he felt confident that items funded were necessary for NG9-1-1 deployment. Mr. Crumpler and Mr. Saxton discussed forecasting monthly delta payments based on LEC true-up adjustments. Chief Wright asked if the new processes have delayed funding or other decisions. Mr. Crumpler and Mr. Powell stated that the 2 week turn around between Review Team meetings hasn't cause and significant delays.

**Post Deployment NG9-1-1 Strategic Planning**

Ms. Nicholson stated that Staff is working on post deployment NG9-1-1 planning.

### **Automated Grant Management System**

Ms. Nicholson stated that the commitment from Staff and VDEM is to continue developing a n automated grans management system. As of now, there is limited movement on this project. Further updates will be presented as the next meeting.

### **Draft NG9-1-1 Funding and PSAP Grant Program Guidelines**

Ms. Nicholson discussed the priorities for FY24 and some of the unknowns post-NG9-1-1 deployment for PSAPs. Those items will be further discussed at the PSAP Workshop in Charlottesville. Ms. Nicholson also presented possible recommendations. Staff will present these at the Charlottesville workshop as well. Ms. Spears-Dean discussed streamlining the PEP program in order to maintain the high utilization rate. Also discussed was the need for a budgeting framework that would help determine the amount of money available for the Grant Program.

### **Board Action Required**

Ms. Nicholson presented and award amendment request from the Richmond Ambulance Authority. Chief Wright called for a motion to recommended approval of the request to the Board. Mr. Saxton made the motion, and it was seconded by Mr. Powell. There was Committee discussion after Mr. Flournoy asked for a clarification on the City of Richmond and the Richmond Ambulance Authority and the funding for the two, and the shifting costs. Mr. Saxton had a question about CHE funding and secondary PSAPs. The motion passed 5-0-0.

### **Old Business**

Mr. Cassada answered a question from the Committee regarding the collection of the 9-1-1 Fund revenues. Revenues submitted to Taxation are not identified by locality on the tax return form. So there is no locality-by-locality revenue information. Taxation has no need to collect that information at this time.

### **New Business**

Ms. Nicholson presented a request by Wise county. They wish to use PEP funds to purchase a QA/QI tool to monitor calls within the PSAP. There was Staff/Committee discussion. Ms. Spears-Dean stated the current guidelines don't support this request, but aske the Committee if this was something they did want to support...would they want the Guidelines amended to support such a product. Staff will take this request as an action item and then present again to the Committee as a decision brief.

Ms. Nicholson asked the Committee about a scenario regarding leader ship training provided by a former PSAP employee to current PSAP employees.

**PGC Report to the Board**

Chief Wright will report the recommendation of the RAA grant amendment to the Board. Additionally, he will report any items from the Workshop later on this month.

**Important Dates**

Ms. Nicholson reported that there will be a Board meeting on March 10<sup>th</sup>, a RAC meeting on March 17<sup>th</sup>, and the Grant Workshop will be on March 31<sup>st</sup>.

**Motion to Adjourn**

The meeting of the PSAP Grant Committee adjourned at 2:45.