

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
 Minutes of 7/15/2020

Prior notice of this regularly scheduled meeting of the Alabama 9-1-1 Board was given in accordance with the Alabama Open Meetings Act. The minutes were recorded by Mrs. Michelle Peel, Administrative Assistant.

Ms. Evelyn Causey, Chair for the Board, called the meeting to order at 10:00 a.m.

The roll was called as follows by Mr. Alan Campbell, Vice-Chair of the Board:

Alan Campbell, Vice Chair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey, Chair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Wayne Hutchens	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Fred Johnson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Robert Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Brandon Wallace	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Tim Webb	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent (via teleconference)
Jeremy Williams	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Terry Womack	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established.

Ms. Causey called for the unanimous consent for the approval of the agenda. It was unanimously approved with no objections. She then called for the unanimous consent for approval of the minutes from the May 20, 2020 Board meeting. There were no changes or objections, and the approval of the minutes was ordered. Guest introductions were made.

Committee Reports:

The first committee report is for the Education and Outreach Committee. That meeting was on July 8, 2020. On the agenda for that meeting was learning management systems, Alabama EMD policy review, and the future of the education program. Dana Grubbs presented the committee with the information she had gathered on different learning management systems that are available. During that research, it was discovered that to accommodate the number of participants we would have, the cost of the system would require it be competitively bid. A list

of features needed in the system include user friendliness, security, testing through the system, and administration of the system. The Alabama EMD program is two years old and in starting the renewal process, it was determined there needed to be a couple of policy updates. The first was an amendment to one of the policies that added language for the prerequisite requirements for the program, and the second was the addition of a policy to define the types of continuing education hours to be eligible for renewal. Finally, the committee discussed the future of the education program since a funding mechanism is now in place. It was agreed that we need to offer a basic telecommunicator course. The committee also discussed working with the Alabama NENA education committee. The recommendations from the Education and Outreach Committee were 1) authorize the staff to release an RFP for a learning management system platform, and 2) adopt the amendment as presented for Policy 1.2 and the addition of Policy 1.5. Mr. Alan Campbell questioned the 24-hour CEU requirement. There was discussion among the Board and staff. Consensus is 24 hours of CEUs is standard. Courses for CEUs are open-ended. Mr. Brandon Wallace made the motion to accept the recommendation of the Education and Outreach committee that Staff be authorized to release an RFP for a Learning Management System platform and the adoption of the policy amendment to 1.2 and addition of 1.5 as presented. Mr. Robert Smith seconded the motion. There was no discussion nor objections. Motion carried unanimously.

The next committee report was for the Finance Committee meeting held on June 30, 2020. On the agenda for that meeting was office space lease, GIS program, fiscal year 2021 budget, and long-term funding. The proposed new lease would include additional square footage to allow up to eleven offices and work areas. The committee reviewed the proposal from Aronov and decided to make the recommendation to move forward without 780 additional square feet for a dedicated training room. The discussion of the GIS program focused on the timeline and the program's importance to NG911. The Board's ability to financially support the program long-term was also discussed. Mr. Ron Cooley provided spreadsheets to the committee reviewing the last three years' budgets and forecasting the next five years. The Finance committee made the recommendation to the Board to approve the lease proposal without the additional 780 square feet for the workstation/training room. Ms. Melissa Dove made the motion to accept the recommendation of the Finance Committee. Mr. Fred Johnson seconded the motion. There was no discussion nor objections. Motion carried unanimously.

Mr. Fred Johnson left the meeting at 10:27 a.m. and returned at 10:29 a.m.

The third committee report given was for the Technical Committee meeting held on June 2, 2020. The agenda included a discussion of the overall GIS program timeline and the CPE RFP update. Ms. Missildine gave a synopsis of the timeline of the GIS program for NG911. She discussed the evaluation process and how the decision was made to recommend Datamark as the GIS vendor for Alabama's NG911 GIS program. She explained that after the Board meeting in May where the Board expressed concerns about the cost, they went back to Datamark and negotiated for a three-year term at a savings of about 10% for a total of \$3,268,326. Ms. Missildine recommended that the Board authorize staff in conjunction with the Technical Committee and General Counsel to negotiate a contract for GIS services with Datamark. Mr. Alan Campbell made the motion, with Mr. Robert Smith seconding. Mr. Campbell and Mr. Fred Johnson discussed the purpose of address validation and geo-location. Ms. Causey asked for further discussion. Hearing none, she called for a vote. There were no objections, motion carried unanimously.

Ms. Missildine explained that due to time constraints, any contract negotiated with Datamark would not go before the state Contract Review Committee until September.

There was no official recommendation from the Technical committee so there was no need to accept the report.

Director's Report:

Ms. Missildine began her report with an update on the legal services contract with Brunson, Barnett, & Sherrer. It had been through the Contract Review Committee. However, one of the legislators put a 45 day hold on the contract even though it was favorably reviewed. Ms. Missildine stated that she had spoken with Senator Albritton and one of the other senators on the Committee and answered all their questions, but the hold remained in place. The hold will expire on July 20. Unfortunately, because of the delays the legal services contract will have to go before Contract Review Committee again in 90 days.

Ms. Missildine reported at the last Board meeting that the Board's third legal compliance audit had been started. The audit period is October 1, 2017 through September 30, 2019. The audit is complete. It was conducted differently due to the pandemic. The examiners spent very little time in the office. Most records were provided over a secure portal. Ms. Missildine said the next step is the exit conference which has not been scheduled yet. The Board will be invited to participate in that conference.

Ms. Missildine next updated the Board on the 911 fee remittance portal. The rule change made in May took effect on July 13 and effective August 1, carriers are mandated to file their 911 fee remittance reports and fees through the new portal designed in partnership with Alabama Interactive. This program will allow for the remittance form and payment to arrive together making the process much more efficient for office staff.

Ms. Missildine provided an update on activities coming up over the next few months.

➤ Upcoming Board Meetings

- July 15-17, 2020 9-1-1 Summit
- September 16, 2020 Board Meeting
- November 19, 2020* Board Meeting

**(3rd Thursday due to GIS conference, Nov. 16-18)*

➤ Training Activity

- Postponed all in-person training through the end of August
- Reevaluate the remainder of the year next month
- All changes posted to website

Financial Report

Mr. Ron Cooley, the Financial Manager for the Board, provided the Board with the monthly financial statements for the month ending June 30, 2020 and year-to-date which included a

summary of all accounts as well as individual accounts. Mr. Cooley presented the Board with a series of financial statements that included all accounts as well as individual accounts. The budget comparison showed the projected versus the actual.

Ms. Leah Missildine made a recommendation to the Board to accept the Financial Statements as presented. Mr. Alan Campbell made a motion to accept the Financial Statements as presented; Mr. Fred Johnson seconded the motion. There was discussion on Examiner's starting ECD audits. No objections, motion carried unanimously.

ANGEN Report

Ms. Sara Weston of 9-1-1 Authority, Consultant to the Board, presented the ANGEN Monthly Project Reviews. The reviews included a summary of deliverables, activities, and action items for May and June. Ms. Weston began her report with a review of the GIS RFP and ongoing CPE project support. GIS had been the major focus point since the last board meeting. Ms. Weston reported that 911 Authority has a new team member. Ms. Jenna Howell is an attorney with experience in contracts and legislative review.

Mr. Jeremy Williams left the meeting at 11:16 a.m. and returned at 11:19 a.m.

Mr. Caleb Branch, Market Manager for INdigital, continued the ANGEN report with a progress report of the current activities through the different phases of the project, including ESInet deployment, network buildout, and carrier conversion. Mr. Branch offered a detailed explanation of each of the phases of the project and discussed the current activity, progress, and barriers for each phase. He discussed the progress with the ECDs that still need to be brought on the network forward. Mr. Brandon Wallace asked how to move forward with the non-compliant ECDs. Ms. Missildine stated it is an education campaign. Ms. Melissa Dove asked if a January 31, 2021 deadline was feasible. Mr. Branch also discussed carrier conversion. He moved on the report on Texty and the progress that has been made getting more and more PSAPs to utilize Texty. He also reported on circuit connectivity with PSAPs adjacent to Alabama borders. This circuit connectivity will allow for adjacent PSAPs to transfer calls over borders with ANI and ALI information. Mr. Branch discussed statistics on primary PSAP to primary PSAP transfers and the need for geo-location. He also explained that the Alabama State Troopers posts were the primary point of secondary transfers over a 10-digit line. He then reviewed network statistics as well as trouble tickets. The ANGEN network had handled over 6.7 million calls. He concluded his report on network traffic during the Hoover and Birmingham riots.

Old Business:

There was no old business.

New Business:

Mr. Fred Johnson wanted to make the 9-1-1 community aware of potential impacts the rural broadband initiatives in Alabama might have on access to 911 by the general public. Many Alabama citizens are still served by copper-based connections for telecommunications. There are significant portions of the state with no reliable cellular telephone service. This is not shown on propagation maps of major carriers. As bandwidth requirements change on towers, the footprint of their coverage will decrease. As new broadband providers move into areas and take customers away from an incumbent telco, the incumbent telco will decide to close. Most incumbent telcos have given up their status of carrier of last resort meaning they have no obligation to serve every customer that applied for service. This could potentially leave many citizens with no service as incumbent telcos close and cellular tower footprints shrink. Mr. Johnson suggested it might be important for this Board to proactively determine how many citizens may be at risk for loss of service and thus loss of 911 access to provide authoritative data to the legislature.

Ms. Evelyn Causey brought up Ms. Missildine's performance evaluation. As the board is aware, the performance evaluation for our Executive Director, Leah Missildine has been in progress for some time. Her last evaluation was performed on November 14, 2018. With a multitude of delays behind us, the Executive Committee has finally been able to wrap the evaluation up. Mrs. Missildine provided an update for the board that outlined the past year's accomplishments and identified upcoming challenges. We further sought input from the entire board which was very helpful. Just a few of the comments were:

- "Leah has done a stellar job for the board and our state."
- "I feel that she looks for the smallest detail to ensure that our purpose and mission are delivered to all involved parties. She has done this since she took over on an Interim basis 4 years ago."
- "Leah has a passion for the position and achieving the desired results. She has assembled a very well- balanced team that supports her and the agency very well."
- "Leah meets and/ or exceeds our expectation as our Executive Director."

Ms. Missildine provided both the input and support needed to complete this evaluation thoroughly. The committee found that she does indeed meet or exceed our expectations on a daily basis. Her last evaluation was completed in November 2018. Typically, Ms. Missildine's evaluations are performed annually in July, therefore this assessment represents two performance evaluations.

Therefore, the Executive Committee recommended that Ms. Missildine be advanced to a Step 6 of Grade 19 retroactively to July 1, 2019 and further to a Step 7 of Grade 19 effective July 1st, 2020.

Mr. Alan Campbell made the motion to accept this recommendation. Fred Johnson seconded the motion. There were no objections, motion carried unanimously. Mr. Campbell apologized for

the delinquency of the evaluation. Ms. Causey spoke to Ms. Missildine's accomplishments in the short time she has been executive director.

Public Comments:

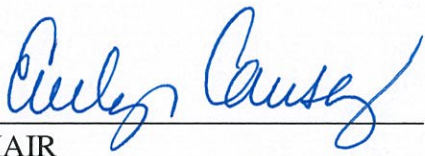
There were no public comments.

Adjournment:

Meeting was adjourned at 11:53 a.m.

Approved this 16th day of September 2020.



SECRETARY/TREASURER
VICE CHAIR

CHAIR

MEETING SIGN-IN SHEET

Agency:	<i>Alabama 9-1-1 Board</i>	Date/Time:	<i>July 15, 2020 @ 10:00am</i>
Chair:	<i>Evelyn Causey</i>	Location:	<i>120 Madison Ave Montgomery, AL 36104</i>
Type:	<i>Regular</i>	Purpose:	<i>Public Hearing and Board Meeting</i>

Name	Title	Agency/Company	E-Mail	Signature
Campbell, Alan	Director	Shelby County 9-1-1	acampbell@shelby911.org	

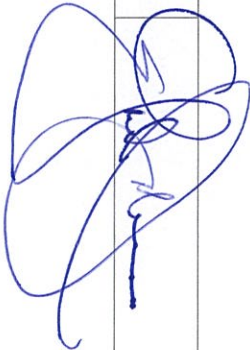
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Type:	<i>Regular</i>			Purpose:	<i>Public Hearing and Board Meeting</i>	
Causey, Evelyn	President/ COO	Hayneville Telephone	ecausey@hcn.net	<i>Evelyn Causey</i>		


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Type:	<i>Regular</i>			Purpose:	<i>Public Hearing and Board Meeting</i>	
Dove, Melissa	Director	Wilcox 9-1-1	Wilcox911@yahoo.com	<i>Melina Doe</i>		

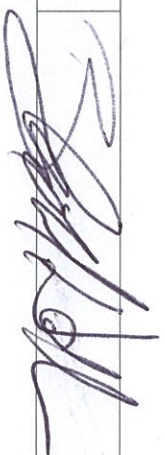
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Type:	<i>Regular</i>		Purpose:	<i>Public Hearing and Board Meeting</i>
Johnson, Fred	Chief Exec Officer	Farmers Telecommunications	fjohnson@staff.farmerstel.com	


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Chair:	Evelyn Causey		Location:	120 Madison Ave Montgomery, AL 36104	
Type:	Regular		Purpose:	Public Hearing and Board Meeting	
Smith, Robert			Sr. Manager		Charter Communications
			Robert.smith9@charter.com		

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Chair:	<i>Evelyn Causey</i>			Location:	<i>120 Madison Ave Montgomery, AL 36104</i>
Type:	<i>Regular</i>			Purpose:	<i>Public Hearing and Board Meeting</i>
Wallace, Brandon	Director	Limestone County 9-1-1	brandon@alc911.org		

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Chair:	Evelyn Causey			Location:	120 Madison Ave Montgomery, AL 36104	
Type:	Regular			Purpose:	Public Hearing and Board Meeting	
Williams, Jeremy	Director	Geneva County 9-1-1	jwilliams@34central.com			

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Type:	<i>Regular</i>			Purpose:	<i>Public Hearing and Board Meeting</i>	
Womack, Terry	General Manager	Sparklight		terry.womack@sparklight.biz	<i>Terry Womack</i>	

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Type:	<i>Regular</i>	Purpose:	<i>Public Hearing and Board Meeting</i>

Name	Title	Agency/Company	E-Mail	Signature
Branch, Caleb	Market Manager	Indigital	cbranch@indigital.com	

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 8:15:26 AM
Last Modified: Wednesday, July 15, 2020 8:16:32 AM
Time Spent: 00:01:05
IP Address: 174.223.136.73

Page 1

Q1

Please fill out:

Name	Victor Kennedy
Agency/Company	Talladega County 9-1-1
Email Address	vkennedy@talladega911.org
Phone Number	2562230968

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

VK

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 8:17:12 AM
Last Modified: Wednesday, July 15, 2020 8:17:39 AM
Time Spent: 00:00:27
IP Address: 107.77.232.72

Page 1

Board Meeting Sign-in

Q1

Please fill out:

Name	Dan Wright
Agency/Company	Baldwin County 9-1-1
Email Address	dwright@baldwin911.org
Phone Number	2052940944

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

DHW

#3

COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Wednesday, July 15, 2020 8:21:46 AM
Last Modified:	Wednesday, July 15, 2020 8:23:46 AM
Time Spent:	00:02:00
IP Address:	174.223.128.32

Page 1

Q1

Please fill out:

Name	Bill Brodeur
Agency/Company	Etowah911
Email Address	bbrodeur@etowahcounty911.com
Phone Number	2564580911

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

BB

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 8:42:04 AM
Last Modified: Wednesday, July 15, 2020 8:42:44 AM
Time Spent: 00:00:39
IP Address: 107.77.233.115

Page 1

Q1

Please fill out:

Name	Holly Peacock
Agency/Company	INdigital
Email Address	hpeacock@indigital.net
Phone Number	3347963686

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

HAP

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 8:41:57 AM
Last Modified: Wednesday, July 15, 2020 8:42:55 AM
Time Spent: 00:00:58
IP Address: 174.223.3.73

Page 1

Q1

Please fill out:

Name	Paula Simmons
Agency/Company	Ozark Dale County E-911
Email Address	paula.simmons@ozarkdale911.org
Phone Number	3347260409

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

PS

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 8:47:31 AM
Last Modified: Wednesday, July 15, 2020 8:48:29 AM
Time Spent: 00:00:57
IP Address: 166.137.19.70

Page 1

Q1

Please fill out:

Name	Joby Smith
Agency/Company	Baldwin County 911
Email Address	jsmith@baldwin911.org
Phone Number	2512286030

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

JS

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 9:03:24 AM
Last Modified: Wednesday, July 15, 2020 9:03:30 AM
Time Spent: 00:00:05
IP Address: 107.77.234.17

Page 1

Board Meeting Sign-in

Q1

Please fill out:

Name	Brian Godsy
Agency/Company	WestTel/Team911
Email Address	bgodsy@bellsouth.net
Phone Number	2567978911

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

BG

#8

COMPLETE

Collector:	Web Link 1 (Web Link)
Started:	Wednesday, July 15, 2020 9:03:44 AM
Last Modified:	Wednesday, July 15, 2020 9:04:15 AM
Time Spent:	00:00:31
IP Address:	166.137.19.26

Page 1

Q1

Please fill out:

Name	Michael Smith
Agency/Company	Colbert County 911
Email Address	mdsmith@colbert911.org
Phone Number	2563943056

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

MDS

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, July 15, 2020 9:14:19 AM
Last Modified: Wednesday, July 15, 2020 9:14:56 AM
Time Spent: 00:00:37
IP Address: 166.137.19.10

Page 1

Q1

Please fill out:

Name	Brandon Broadhead
Agency/Company	Homewood 911
Email Address	brandon.broadhead@homewoodal.org
Phone Number	2052298367

Q2

By typing your initials here, you verify you were present at the July 15, 2020 Alabama 9-1-1 Board Meeting at 120 Madison Ave, Montgomery, Alabama 36104

BB
