

ALABAMA 9-1-1 BOARD MEETING

1 Commerce Street
Main Floor Conference Room
Montgomery, AL 36104
Minutes of August 27, 2014

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 roll was called as follows by the Board Chairman, Roger Wilson:

Ernie Blair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Riley Blount, Vice Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Alan Campbell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chris Heger	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Wayne Hutchens	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Fred Johnson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Jerry Renfroe	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Betty Sanders	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Donnie Smith, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chad Sowell	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Roger Wilson, Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established. Chairman Roger Wilson who acted as presiding officer of the meeting called the meeting to order at 10:00 a.m.

The Chairman entertained a motion to approve the agenda. Chris Heger made the motion and Melissa Dove seconded this. A vote was taken and the motion was carried unanimously.

The Chairman entertained a motion to approve the minutes from the July board meeting. Jerry Renfroe made the motion and Donnie Smith seconded this. A vote was taken and the motion was carried unanimously.

At this time, Jerry Renfroe proposed that, in consideration of the busy schedule of the Emergency Management Agency Director and Governor's cabinet member, Art Faulkner be allowed to address the Board and audience at that time, rather than waiting until the allotted time on the agenda toward the end of the meeting. All parties agreed. Director Faulkner addressed the Board and requested that the Board keep him informed so that he has up-to-date and accurate information to provide the Governor, since Director Faulkner serves as the liaison between the Board and the Governor's office. The Board agreed that the Executive Director will begin providing Director Faulkner this information.

Cost Recovery Report:

Mr. Brodeur reported the following Cost Recovery reimbursements for September 30, 2014 that were paid in August are as follows:

Cellular South for \$8,814.13 (Phase I-recurring)
PineBelt Wireless for \$9,449.28 (Phase I-recurring)
SouthernLINC for \$89,201.88 (three months of Phase I-recurring)
Phase I Total = \$107,465.29

Cellular South for \$18,389.86 (Phase II-recurring)
PineBelt Wireless for \$6,006.00 (Phase II-recurring)
SouthernLINC for \$19,156.83 (three months of Phase II-recurring)
Phase II Total = \$43,552.69

He recommended approval of all, as these are all within their plans. The Chairman entertained a motion to approve the Cost Recovery report; Donnie Smith made a motion to approve these payments and Jerry Renfroe seconded this. A vote was taken and the motion was carried unanimously.

Financial Report:

Donnie Smith presented the Board's expense reports for the previous month with board member expenses totaling \$829.87, committee member expenses totaling \$316.88, contract expenses totaling \$19,456.00, ANGEN expenses totaling \$57,722.50, and office expenses totaling \$6,877.31.

The breakdown of all expenses is as follows:

Roger Wilson for \$295.12 (Board Meeting),
Ernie Blair for \$372.88 (Board Meeting),
John Nettles for \$61.02 (Board Meeting),
Donnie Smith for \$100.85 (Board Meeting),
Bill Brodeur for \$316.88 (Cost Recovery),
Ellison Consulting for \$200.00 (website),
MDA Professional Group for \$8,377.96 (accounting),
Jim Sasser for \$10,878.04 (attorney-routine & litigation),
AUM for \$4,272.50 (ANGEN),
Bandwidth for \$53,450.00 (ANGEN),
WEX for \$72.05 (fuel),
SEIB for \$1,521.00 (state insurance),
Berney Office Solutions for \$50.62 (copier supplies),
One Commerce Holding for \$2,415.00 (office space),
GE Capital for \$424.91 (office equipment lease),
Charter Communications for \$250.00 (internet-two months),
Wells Fargo for \$1,232.08 (credit card-conferences/travel and office),
Leah Missildine for \$19.15 (reimbursement for postage), and
Eternal Networks for \$892.50 (initial setup and off-site file/data storage).

Jerry Renfroe made a motion to approve payment of all board expenses and Alan Campbell seconded this. A vote was taken and the motion was carried unanimously.

Legal Report:

Jim Sasser began his report by discussing an issue encountered with the Department of Revenue (DOR) regarding the request for a breakdown of vendors reporting prepaid transactions. It may be a legal issue for DOR to divulge taxpayer id to the Board, and it may require a meeting between the DOR, accountants, and attorneys to work through.

The next topic discussed was a draft of the Attorney General’s opinion on the Board’s responsibility of funding the ECDs that Mr. Sasser had shared with the Board via email. He conveyed to the Board that this was a second draft and input was due back to him by Friday, August 29, 2014.

Mr. Sasser then stated that the Board would need to go into Executive Session due to ongoing litigation; however, board members were amenable to postponing Executive Session until the end of the meeting for the benefit of the audience.

Accountants’ Report:

Ralph Dowdy of MDA Professional Group began the accountants’ report by stating that the Board members had a full monthly financial statement in their packet. He reviewed the following:

• Assets			
• Current			\$13,128,079.97
• Fixed			\$ 22,275.05
• Total			\$13,150,355.02
• Liabilities & Fund Equity			
• Total liabilities			\$ 8,494.07
• Total fund equity			\$13,141,860.95
• Total			\$13,150,355.02
• Revenue & Expenses			
		<u>Current Month</u>	<u>YTD</u>
• Total Revenue		\$ 8,655,015.88	\$79,645,012.89
• Total Expenses		\$ 8,260,195.40	\$83,508,441.90
Excess		\$ 394,820.48	(\$ 3,863,429.01)
• Escrow Accounts			
• Cash in bank escrow accounts			\$ 3,270,771.52
• Payments to ECDs			
		<u>Current Month</u>	<u>YTD</u>
Total		\$ 7,985,484.87	\$79,385,680.38

Next, Mr. Dowdy then reviewed the connections reported last month. Prepaid connections equaled approximately 844,553 and wireless connections equaled approximately 2,965,306, while wireline continued to average around 1.682 million. Total connections reported are averaging about 5.5 million per month.

The Chairman entertained a motion to approve the financial statement. Jerry Renfroe made the motion and Donnie Smith seconded this. A vote was taken and the motion was carried unanimously.

Executive Director's Report:

Jason Jackson began his report by proposing board meeting dates for the remainder of calendar year 2014. The following dates were agreed upon:

- September 17, 2014 (Montgomery, AL)
- October 15, 2014 (Orange Beach, AL)*
- November 19, 2014 (Montgomery, AL)
- December 17, 2014 (Montgomery, AL)

*Due to the AL NENA Gulf Coast Conference closing session ending at 10:00 a.m., the Board meeting for October is scheduled to start at 10:30 a.m.

Mr. Jackson began with a carrier update. He reported that as of this past Monday, AT&T is still on track to complete conversion by mid November 2014. C Spire reports that connectivity to ANGEN is established and they hoped to accomplish continuity testing by the end of October. SouthernLINC, Sprint, and Verizon are completed. PineBelt has only one PSAP remaining, but are still awaiting a tower upgrade to reach completion. Over 104,000 calls were routed through ANGEN in July. Mr. Jackson went on to explain that last week there was a call-routing function outside of ASA and our networks that experienced a glitch, but the system performed as expected routing calls through Huntsville until Montgomery could be restored. The specifics of the outage are still under investigation. The last ANGEN-related update that Mr. Jackson spoke of had to do with the upcoming milestone for Bandwidth, which is due by October 1st. The milestone reads, "Bandwidth has delivered final s/w to the production network that supports 2 IP-capable call handling vendors. Bandwidth Dashboard is accessible and able to support use by all PSAPs." Bandwidth assures that this milestone will be met.

Mr. Jackson requested from the Board any changes or questions regarding the line audit RFP that was provided in Tab 7 of their packet last week. He stated if there were none, he would prepare the RFP for dissemination. There was no input from the Board members.

The State Plan Progress Report was Mr. Jackson's next topic to report on. He directed the Board to Tab 8 of their packet for the full report and explained that premise behind the color-coding of the action items. Mr. Jackson also reviewed the five items listed in his letter to the Board that can be done in order to continue to make further progress on the action items listed in the Plan. They are as follows:

- 1) podcasts of Board meetings

- 2) feasibility study of consolidation
- 3) analysis of # lines remitted on vs. # line charged for ANI/ALI
- 4) statewide public education initiative configurable to local districts
- 5) roundtables within each of the congressional districts (2x/year)

Next, Mr. Jackson discussed the Business Line Cap Study. He walked the Board through a series of spreadsheets explaining how the number of connections reported based on the current rate would affect revenue. He arrived at a business line cap of 300, due to its equitability and presented the Board with data on how this cap contributes to the 9-1-1 Fund. Mr. Jackson further elaborated that this study provided the opportunity to really analyze the current rate of reduction in wirelines and how it is forecasted to impact the Fund over the next couple of years. After verifying with other states as well as industry experts and conferring with the accountants, Mr. Jackson adjusted the percent loss in wirelines over the next two years and projected how the Fund would be impacted based on that adjustment. It became clear, at that point, that the leveling off of wireline reductions coupled with a business cap of 300 could provide additional funding for the ANGEN project. The Executive Director recommended to the Board that they not only implement a line cap of 300, but also, by resolution, increase the cap on the cost recovery fund to help fund ANGEN without going back to legislation. He reminded the Board that the current cost recovery cap was set at approximately 9% of the "up to 20%" allowed, and increasing it to approximately 13% of the "up to 20%" allowed would allow for districts to be made whole, ANGEN to be funded, and an overage to be maintained. Several clarification questions were asked by Board members and discussion commenced about the timeframe within which a decision and any corresponding implementation, rules, emergency rules, and/or resolutions must be made. It was read by the Executive Director that by law the line cap had to be established by the Board for bills rendered on or after January 1, 2015. The suggestion by Mr. Sasser was to establish the cap by emergency rule in order to meet the deadline set forth and then start the administrative rules process, which takes approximately six months. Fred Johnson made a motion for Mr. Sasser to state the substance of an appropriate resolution for introduction onto the floor; Wayne Hutchens seconded. After a great deal of discussion on the language that should be included in any resolution or rule, the Board requested that Mr. Sasser draft all appropriate resolutions for the adoption of a 300 line cap and increase of the cost recovery cap as well as any rules (emergency and administrative) for the implementation of the line cap to be made available to the Board for review by September 10, 2014, so that they could be voted on at the next Board meeting on September 17, 2014. Mr. Sasser advised that he'd circulate the drafts with the Administrative Rules Committee prior to having them ready for the Board on September 10th. Fred Johnson then moved to postpone his previous motion until the next Board meeting on September 17, 2014; Jerry Renfroe seconded. A vote was taken and the motion to postpone was carried unanimously.

Mr. Jackson's next order of business was the Board budget found in Tab 10. The Executive Director gave a brief recap of the 9-page document provided to the Board last week, stating that he took a conservative approach by basing the budget on the revenues from the former \$1.60 rate and was able to decrease the budget. His budget requests included:

- Reclassify Leah's job from Development Director to Deputy Director and for it to include a new pay scale or change benefit package to include vehicle at her one-year anniversary.

- Move GIS and AUM from board expense to ANGEN expense.
- Add Public Education Grant to the other grant programs.
- Hire an Administrative Assistant.
- Increase in equipment for new computers for future graduate intern program.
- Increase Board travel and Admin training as well as travel and approval of conferences listed.

There was one clarification questions from board member Jerry Renfroe about the positions held and to be filled in the office, which Mr. Jackson answered. The Chairman entertained a motion to approve the budget. Jerry Renfroe made the motion and Donnie Smith seconded this. A vote was taken and the motion was carried unanimously.

Committee Reports

Administrative Rules Report: No report.

Executive: No report.

Level Rate: No report.

State Plan: Covered in Executive Director's report.

ANGEN: Covered in Executive Director's report.

Grant: No report.

Standards & Training: Larry Fisher reported that no meeting of the committee has taken place in the last two months.

Policy & Procedure: No report.

Evaluation: Riley Blount provided a summary for the Executive Director's one-year evaluation. She stated the committee met after the July Board meeting and thanked those that were able to attend. Ms. Blount directed the Board to Tab 11 for a list of the key areas of effectiveness on which the Executive Director was rated as well as an outline of the goals set for the upcoming year. She ended with stating that the committee unanimously voted to present a recommendation of a 5% salary increase retroactive to August 1st for the Board's consideration. The Chairman entertained a motion to approve the raise for Mr. Jackson. Jerry Renfroe made the motion and Alan Campbell seconded this. A vote was taken and the motion was carried unanimously.

Finance: No report.

Board Officer Elections:

Secretary/Treasurer: The Chairman entertained a motion for nominations for secretary/treasurer. Ernie Blair nominated Donnie Smith and Jerry Renfroe seconded this. A vote was taken and the motion was carried unanimously.

Vice-chair: The Chairman entertained a motion for nominations for vice-chair. Riley Blount stated that she had enjoyed serving in this capacity and thanked the Board for their trust in her while doing so, but believes that fresh perspective and new leadership is vital to any organization; therefore, she nominated Fred Johnson and Chris Heger seconded this. A vote was taken and the motion was carried unanimously.

Chair: The Chairman entertained a motion to for nominations for chairman stating that he would not be running. In response, Fred Johnson thanked the Chairman for his service, especially during difficult transition and nominated Ernie Blair for chairman. Wayne Hutchens seconded this. A vote was taken and the motion was carried unanimously.

Public Comments:

The Chairman opened the floor to the public.

Ernie Blair commended Roger Wilson in his service as chairman and requested his continued support and help going forward. Chris Heger echoed with her appreciation of Mr. Wilson’s service.

Gary Tanner of Mobile County Communications District, also wished to recognize Roger Wilson and his service. Mr. Tanner also apprised the audience and Board of MCCD’s interest in providing a hosted solution to the counties in their area (i.e. Monroe, Conecuh, and Washington) and an initial positive response from those counties. He also requested the assistance of the Executive Director in that process should the project move forward.

Jean Martin of SouthernLINC also welcomed any assistance that the Executive Director could offer as 9-1-1 progresses.

Executive Session

The Chairman entertained a motion to go into Executive Session for 15-20 minutes. Wayne Hutchens made the motion; Jerry Renfroe seconded. At 11:18 a.m., the Board Executive Session went into Executive Session with a Roll Call vote.

Ernie Blair	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Riley Blount	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Alan Campbell	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Chris Heger	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

Wayne Hutchens	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Fred Johnson	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Jerry Renfroe	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Betty Sanders	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Donnie Smith	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent
Chad Sowell	<input type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input checked="" type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Yea	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain	<input type="checkbox"/> Absent

At 12:36 p.m., the Chairman entertained a motion to return to Regular Session. Wayne Hutchens made the motion to return and Alan Campbell seconded. A vote was taken and the motion was carried unanimously. Mr. Sasser had nothing further to report.

Chairman Wilson reported that the next board meeting would be September 17, 2014 in Montgomery at 1 Commerce Street.

Jerry Renfroe made a motion to adjourn the August 2014 board meeting, which was seconded by Ernie Blair. A vote was taken and the motion was carried unanimously. The meeting was adjourned at 12:37 p.m.

Approved this 17th day of September, 2014



 SECRETARY/TREASURER



 CHAIRMAN

Meeting Sign-In Sheet

Project: AL 9-1-1 Board Meeting Meeting Date: 8-27-14
 Facilitator: Roger Wilson, Chairman Place: 1 Commerce St., Montgomery, AL 36104

Name	Title	Company	Phone	Fax	E-mail
Ray Preston	Public Safety ⁹¹¹	ATTN	205 451 8610		ray.preston@att.com
Roger C. Humphrey	Advisor	Alabama 911	256-774-0891		call911@att.net
Jean Claude Ritz	Public Safety	ATTN	404 769 0612		jr5503@earthlink.net
John Schwanecke	PR Dir	CTL	334 531 2925		
Tosh Yeager	Mobility	ATTN	334 273 2130		tyeager@att.com
Kris Young	SAW	Alabama	205 913-2877		Kris@allicomm.com
Lee Beard	Consultant	911 Consult	451-0513		leebeard@911consult.com
Jimmy McEmore	Atty	Sprint	341-8002		JTM@CHLAW.com
Marcus Maples	Attorney	TracFone	205 930 5144		maples@sirote.com
Jane Reed	Coordinator	Plant, Cook	334 832-7711		jreed@brown-emc-al.com
Rod Coleman	911 Director	Tuscaloosa County 911	25-464-8284		rcolman@tuscoco.com
Larry Fisher	Director	Montgomery	334-240-4111		lfisher@montgomeryal.gov
Adam Brown	Administrator	City of Auburn	334-501-3101		abrown@auburnalabama.org
Beck, Neugent	911 Coordinator	Clarke County 911	251-275-1091		bneugent@clarkecountyal.com

