

**ALABAMA 9-1-1 BOARD MEETING**  
**1 Commerce Street**  
**Montgomery, AL 36104**  
**Minutes of 1/20/2016**

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, Ernie Blair.

Ernie Blair, Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Alan Campbell, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey	<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, Vice Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Betty Sanders	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Donnie Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Robert Smith	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Chad Sowell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established. The Chairman called the meeting to order at 10:00 a.m.

The Chairman called for a motion to adopt the agenda. Melissa Dove made the motion and Donnie Smith seconded. There was no discussion and the motion to adopt the agenda was carried unanimously.

The Chairman called for a motion to approve the minutes of the November 2015 meeting. Chad Sowell made the motion and Chris Heger seconded. There was no discussion and the motion to approve the minutes was carried unanimously.

The Chairman asked for guest introductions.

**Expenses**

Secretary/Treasurer Alan Campbell presented the Board's expense reports for December with office expenses totaling \$9,384.38, ANGEN expenses totaling \$47,000.00, contract expenses

totaling \$21,876.63, and committee and board member expenses totaling \$1,098.43. Mr. Campbell then presented the Board's expense reports for January with office expenses totaling \$11,516.51, ANGEN expenses totaling \$45,000.00, and contract expenses totaling \$20,737.96. There were no committee or board member expenses submitted in the month of January. In summary, December's expenses totaled \$79,3589.44 and January's expenses totaled \$77,254.47. Mr. Campbell noted that everything listed was within budget and recommended approval of all expenses. The Chairman asked for a motion for approval of the expense report and for the authorization to pay those expenses. Donnie Smith made the motion and Chad Sowell seconded. There was no discussion and the motion was carried unanimously.

**Executive Director's Report:**

*Financial Statements:* Mrs. Missildine reported that the financial reports were located in the board packet behind tab 4 and reviewed the total assets and liabilities, total revenue and expenses, and payments to ECDs for November and December of 2015. For November 2015, the total liabilities and assets cancelled out to \$21,429,863.06, the total revenue was equal to \$11,482,832.61, the total expenses were \$7,439,166.33, the total ECD cash in bank escrow was \$6,221,142.67 and payments to ECDs totaled \$6,998,202.98. For December 2015, the total liabilities and assets cancelled out to \$20,059,848.51, the total revenue was equal to \$9,446,106.19, the total expenses were \$10,821,309.27, the total ECD cash in bank escrow was \$6,659,523.44 and payments to ECDs totaled \$10,709,558.26. Mrs. Missildine recommended approval of the financial statements provided by MDA Professional Group. The Chairman called for a motion for the approval of the financial statements. Donnie Smith made the motion and Chris Heger seconded.

Mrs. Missildine then drew the Board's attention to the most recent connections report, which is trending close to what is expected, and the overview provided by MDA Professional Group. Mrs. Missildine explained that the unusual report was due to the late payment from the Department of Revenue, which was mentioned and explained by Mr. Ralph Dowdy in the November meeting. Mrs. Missildine also noted that while this report did look a bit unusual, the average connections reported will still remain the same.

Mrs. Missildine then drew the Board's attention to the yearly overview of the amounts paid to each ECD and noted that every district was made whole.

*Cost Recovery:* As of close of business yesterday, MDA had received cost recovery plans for the fiscal year ending September of 2016 from the same four carriers who submitted plans the prior year, Mrs. Missildine informed the Board. She then noted that the total costs of those plans were less than they had been in previous years and that the carriers had met all of the requirements. She therefore recommended to the Board that they approve these cost recovery plans. The Chairman entertained the motion to approve the Cost Recovery plans, Evelyn Causey made the motion and Donnie Smith seconded. There was no discussion and the motion was carried unanimously.

Cost Recovery reimbursements for September 30, 2015 that were requested and paid in January are as follows:

<b>Sprint</b>	<b>\$ 3,024.00</b>	<b>(Phase I- nonrecurring)</b>
<b>Sprint</b>	<b>\$331,098.70</b>	<b>(Phase I- recurring)</b>
<b>Total</b>	<b>\$334,122.70</b>	

Cost Recovery reimbursements for September 30, 2016 that were requested and paid in January are as follows:

<b>Pine Belt</b>	<b>\$ 4,333.00</b>	<b>(Phase I – recurring)</b>
<b>Pine Belt</b>	<b>\$24,486.00</b>	<b>(Phase II – recurring)</b>
<b>Total</b>	<b>\$28,819.00</b>	

Mrs. Missildine sought approval of the payment of the cost recovery reimbursements. The Chairman called for a motion to approve the cost recovery report. Roger Wilson made the motion, Melissa Dove seconded, there was no discussion, and the motion was carried unanimously.

**ANGEN:** Mrs. Missildine called the Board’s attention to the year-end statistics for ANGEN. All the wireless carriers were converted to ANGEN in December of 2014. ANGEN has handled 2,735,027 wireless calls in Alabama within the calendar year of 2015. In the state of Alabama, wireless calls make up about 82% of emergency calls made in the state. Mrs. Missildine also noted that there were several other statistics that John Ellison provides, and that those spreadsheets would be available on the Board’s website should anyone like to view them.

**Contract Review Committee Meeting:** Mrs. Missildine noted that she and Mr. Jim Sasser, counsel for the Board, attended the Contract Review Committee’s meeting the previous Wednesday because the Board had four contracts up for review. All four of the contracts, Jim Sasser (legal), John Ellison (consulting), MDA Professional Group (accounting), and Badham & Buck (legal-litigation), were approved. The only thing noted by the committee was that next year, the contract for Accounting should be done via RFP due to the fact that accounting contracts are not seen as professional service contracts by the Examiner’s office, per Mr. Sasser.

**Grant Update:** The second grant cycle is currently open until January 31<sup>st</sup>, 2016. Mrs. Missildine noted that as of yet, there are no applications turned in; however, she does expect there will be some sent in as the due date draws closer. Mrs. Missildine reminded the Finance and Grants committee that a committee meeting would likely be called in February to review any applications.

**Training Update:** Mrs. Missildine informed the Board that due to the current staffing shortage, there are currently no training classes scheduled. She plans to begin working on new classes beginning next week.

**Staffing Update:** Mrs. Missildine met with several different parties that interact with the Board and the office of the Board after being named interim director at the last Board meeting. Mrs. Missildine noted that she has met with Director Art Faulkner, Director Sonny Brassfield, and Jim

Sasser recently and that she has a meeting with MDA scheduled for the coming week to ensure that everyone is on the same page and that there is effective communication.

**State Mileage Rate Update:** Mrs. Missildine noted that the mileage rate has been changed from .575/mile to .54/mile effective January 1<sup>st</sup>, 2016. She also noted that the forms on the State's website have not yet been updated and asked that any Board member requesting reimbursement manually change the rate prior to submitting it to the office.

**Fuel Card:** Due to the difficulties in using the previous gas card, Mrs. Missildine informed the board that a new gas card had been negotiated with an affiliated partner of the previous one. This new bill will show up on the expenses but will not be a new expense, as gas was previously being purchased on the credit card.

**Interview Request:** Mrs. Missildine informed the Board that she had been approached by WSFA, a local news station in Montgomery, for an interview for a story based on the article written by Chairman Wheeler of the FCC. Mrs. Missildine stated that she planned on agreeing to do this interview and make it an educational opportunity to show what 9-1-1 is doing to help the citizens of Alabama.

**Appointments:** Mrs. Missildine informed the Board that she has been appointed to the Governor's Advisory Committee on Broadband, filling the vacancy left by the previous Director.

**Carrier Agreed Upon Procedures Report:**

Jeremy Moreland of MST CPAs & Advisors was introduced to the Board and reminded them of the Agreed Upon Procedures report. Mr. Moreland stated that the report was complete and that copies had been provided to Mrs. Missildine.

Mrs. Missildine stated that she has discussed this final report with Mr. Moreland, Mr. Sasser, and has plans to discuss the report with MDA at their meeting this coming week.

The Board asked if there were any red flags or if any action needed to be taken. Mrs. Missildine stated that she would like to discuss the final report with MDA before presenting the results of Mr. Moreland's report and the Board agreed that it would like a presentation on those results at the next meeting.

Mr. Moreland thanked the Board for the opportunity to work with them.

**Personnel & Evaluation Committee Report:**

Mrs. Missildine stated the Mr. Joel McCamley who is the presenter for the RFP portion of the agenda had to take a very important phone call and suggested that the Board move to the next item on the agenda, the Personnel & Evaluation Committee report and then come back to the RFP presentation and the Board agreed. Chairman Blair then gave the floor over to Mr. Fred Johnson, Chairman of the Personnel & Evaluation Committee.

Mr. Johnson stated that a meeting was conducted just prior to this morning's Board meeting in order to discuss the current situation in the office after the previous Director's departure. Mr. Johnson noted that there were three things driving the committee's meeting- the obvious uncertainty facing the ANGEN project, Mrs. Missildine's ability to operate the office of the Board at its present state of staffing, as well as to address both the coming vacancy of the current

Administrative Assistant effective in May, as well as John Ellison's recommendation to begin the transition of his responsibilities to another employee. Mr. Johnson commended Mr. Ellison's notification of the Board as being in a "very professional manner under very difficult circumstances".

Mr. Johnson then gave the following, unanimously approved, report from the Personnel & Evaluation Committee to the Board:

"In view of the uncertainty facing the future of the ANGEN system as it currently stands, the Committee recommends that the Board take the following action:

1. Defer any major modifications to the job description of the Board's Executive Director until such time as the Board's role in a well-defined ANGEN system is clearly established by future action of this Board or, in the alternative, the State Legislature.
2. Affirm Leah Missildine's continued service in the role of Interim Executive Director until such time as the Board shall make a permanent appointment, and vest in her the authority to lawfully execute all the duties of the office as currently authorized and approved by the Board in the current position description.
3. Give to the Acting Executive Director appropriate authority to fill the following positions as may be required to affect the appropriate operation of the 9-1-1 Board:
  - a. Two Administrative Assistants at existing approved pay grades (one position replacing an announced vacancy created by Amanda)
  - b. Technical Support Specialist at State Pay Grade 75 (to transition from John Ellison's contract through his LLC)
4. To adjust compensation of the Interim Executive Director, in a manner commensurate with her responsibilities and retroactive to December 14, 2015, to Step 3 of the currently approved scale for the Executive Director which is Grade 88."

Mr. Johnson noted that this pay grade is approximately half-way between Mrs. Missildine's approved pay grade for her position of Deputy Director and the pay grade at which the previous Executive Director was stationed.

Chairman Blair entertained a motion for the acceptance of the Personnel & Evaluation Committee's report. Mr. Johnson made the motion and Donnie Smith seconded. Alan Campbell asked what State pay grade 75 was. Chairman Blair answered that it was between \$41,200 and \$62,500 yearly. There was no further discussion and the motion was carried unanimously.

Evelyn Causey left the Board meeting at 10:30 a.m.

#### **Alabama NG911 RFP:**

Joel McCamley of 911 Authority updated the Board on the status of the RFP. Mr. McCamley reviewed the contents, requirements, and timeline for the RFP and then entertained some questions from the Board members.

Donnie Smith asked if the March to May review period was flexible based on the number of responses. Mr. McCamley stated that they expect that time frame could accommodate around 5-6 proposals.

Fred Johnson asked that if the cost proposal spreadsheet was asking for the whole price or the price of each 'ingredient'. Mr. McCamley answered that it was asking for the price of the ingredients but it was more asking for the monthly service charge. Mr. Johnson then asked if knowing this was necessary and not overly burdensome. Mr. McCamley stated that in his opinion, yes, this is necessary and not overly burdensome.

Mr. Johnson then asked Chairman Blair "how much clarity with the respect to the future of ANGEN do we have to have to have before we award the RFP that we do not already have? Chairman Blair responded that he didn't know and asked Alan Campbell, Chairman of the ANGEN Committee if he wanted to answer that question. Mr. Campbell responded that he didn't have a definitive answer but that for him, the Board needed to be able to pay for it. He stated that currently the Board doesn't have legal authority to pay for the project on its own, that it would have to be done with cooperation of the district. He suggested that once the proposals come in and an idea of price is determined, the ECDs would have to agree that they're going to help fund it, unless there is legislation that allows the Board to pay for it.

Chris Heger asked if the language of the RFP would allow for the Board to reject any and all bids. Mr. McCamley stated that was correct.

Donnie Smith asked if the statement that the Board is procuring services, not stuff was correct. Mr. McCamley answered that it was.

Mr. Johnson asked if there was anything included in the RFP that would encourage the use of government controlled funds, like those of the Board, to duplicate already existing networks. Mr. McCamley stated that he did not think so. Mr. Campbell further clarified that they requested that they use the existing ASA network unless there was adequate reasoning to create something else.

John Nettles asked if the "cloud of uncertainty" around ANGEN any "darker or lower" than it had been previously. The Board answered to the negative. Donnie Smith stated that ANGEN is a certainty. The only uncertainty was whether everyone would work as a team or not.

Chairman Blair entertained a motion to release the RFP. Donnie Smith made the motion, Alan Campbell seconded. Mr. Campbell then stated that the RFP might not be perfect but that with the proposals, the Board should be able to effectively move forward. Mr. Nettles noted that the RFP had been given to a 'broad community' through the NDA process so that it should come back with most people on the same page. There was no further discussion and the motion was passed unanimously.

**Public Comments:**

Larry Fisher thanked the Board for their decision to release the RFP and move forward. He stated that ANGEN was here and we need to move forward. He further stated that funding needs to go to legislation and that everyone needs to say yes to paying for ANGEN and to stop the haggling.

Lon Jones stated that we are wasting time. He stated that without ANGEN there will be an increase in circuit costs so everyone either needed to get on board or get ready to pay.

An interested party asked how to get a copy of the RFP. Mrs. Missildine noted that it would be available on the website by Friday.

The Chairman noted the next meeting was March 16<sup>th</sup> at 10:00 a.m.

Mrs. Missildine requested flexibility as we move through the RFP process.

Mr. Sasser stated that if anyone had questions about the ongoing litigation should call him.

Chairman Blair called for a motion to adjourn. Donnie Smith made the motion and Melissa Dove seconded. There were no objections and the adjournment of the meeting was so ordered at 10:55 a.m.

Approved this 28<sup>th</sup> day of March, 2016

Alan D Campbell  
SECRETARY/TREASURER

[Signature]  
CHAIRMAN

# MEETING SIGN-IN SHEET

Agency: **Alabama 9-1-1 Board** Date/Time: **January 20, 2016 @ 10:00 AM**  
 Chairman: **Ernie Blair** Location: **1 Commerce Street, Montgomery, AL 36104**  
 Type: **Regular** Purpose: **Board Meeting**

Name	Title	Agency/Company	Phone	E-Mail
Roger C. Thompson	Advisor	Collman EG-1-1	256-531-3013	rthompsoncollman911.org
Tom McCully	Proj Mgr	911 Authority	814-242-5524	joel@911authority.com
Bill Brodeur	Special Agent	ETC/Smith Co.	256-458-0911	
Tim Roberts	Business Dev	GDOT	(813) 758-0166	timrobertse@gdot.com
Michael Mummert	PM	GDOT	334-202-5114	Michael.mummert@gdot.com
Ken E Jones	911 Consultant	Enterprise 911	334-908-2000	jones@enterprise911.com
John Schremsler	Dir. Registry	Centurylink	531-2985	john.j.schremsler@centurylink.com
Jerem Moreland	CPA	MST CPAs + Advisors	334-410-1448	jmoreland@mstcpa.com
LARRY FISHER	Dir	City of Montgomery	334-850-2003	lfisher@montgomeryal.gov
Lee Moore	Consultant	911 Consultant, Inc	334-451-0573	lee.moore@911consultant.com
David Gleason	RAM	TCS	908-473-2001	dagleason@telecomsys.com
Caleb Branch	Director	Blount 9-1-1	205-675-4911	caleb@blount911.org



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Agency: **Alabama 9-1-1 Board** Date/Time: **January 20, 2016 @ 10:00 AM**  
 Chairman: **Ernie Blair** Location: **1 Commerce Street, Montgomery, AL 36104**  
 Type: **Regular** Purpose: **Board Meeting**

Name	Title	Agency/Company	Phone	E-Mail
Adam Brown	Communications Administrator	City of Auburn	(334) 501-3101	abrown@auburnakbar.org
Jordan Holt	Account Executive	Harris Corporation	(334) 703-7298	Jtholt104@harris.com
Josh Yeager	AT&T Mobile	AT&T	(334) 652-1258	jy914k@att.com
Kristi Starnes	Director	Covington County 911	334-427-4911	kstarnes@cc911ema.com
Eric Hartman	Manager	Indigital	2010 260-4109	ehartman@indigital.net
Mark Fortner	Vice President	RPSS	256-588-1326	Mark.Fortner@RPSS911.com
F. RAUPH DOWDY	CPA	MDA PROF GROUP	256-533-9105	rdowdy@mdaCPA.com
James T. Sasser	Attorney	Statewide 9-1-1 Rd	256-390-1070	jt.sasserlaw@gmail.com