

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
Minutes of July 13, 2015

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 Chairman, Ernie Blair, introduced the new board member, Mr. Robert Smith, who will be taking the seat left vacant by Ms. Riley Blount.

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	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent (arrived at 10 05am)
Chris Heger	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Wayne Hutchens	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Fred Johnson, Vice Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Betty Sanders	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Donnie Smith, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input 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

The Chairman expressed the apology of Mr. John Nettles who had a conflict arise and was not able to attend this meeting.

A quorum was established. Chairman Ernie Blair, 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. Chad Sowell made the motion and Donnie Smith seconded. There was no discussion. A vote was taken and the motion was carried unanimously.

The Chairman entertained a motion to approve the minutes from the May Board Meeting. Alan Campbell made the motion and Chad Sowell seconded. There was no further discussion and the motion was carried unanimously.

The Chairman then asked for guest introductions.

Cost Recovery Report:

Bill Brodeur presented the Cost Recovery Report, reporting the following Cost Recovery reimbursements for September 30, 2015 that were paid in July as follows:

Cellular South	\$20,478.18	(Phase I- recurring)
Pine Belt Wireless	\$3,004.55	(Phase I- recurring)
Pine Belt Wireless	\$3,101.80	(Phase I-nonrecurring)
Phase I Total	\$26,482.73	
Cellular South	\$43,476.90	(Phase II-recurring)
Pine Belt	\$13,860.00	(Phase II-recurring)
Phase II Total	\$57,336.90	

Mr. Brodeur recommended approval of all. The Chairman entertained a motion to approve the Cost Recovery report. Roger Wilson made a motion to approve and Alan Campbell seconded. There was no discussion. A vote was taken and the motion was carried unanimously.

Melissa Dove joined the meeting at 10:05am.

Financial Report:

Donnie Smith presented the Board's expense reports. For the period from May 2015 to June 2015, expenses totaled \$63,320.72. For the period from June 2015 to July 2015, expenses totaled &74,650.59. In July, an expense to Stamp was present for the restocking of stationary and paper goods and 911 Authority is now included in expenses as the new consultant for ANGEN.

Mr. Smith recommended approval of all expenses. Roger Wilson made a motion to approve payment of all expenses and Robert Smith seconded. A vote was taken and the motion was carried unanimously.

Executive Director's Report:

Jason Jackson reported that the financial report was "normal", but noted that the payments to the ECDs were larger than usual due to excess cost recovery funds.

Jason Jackson requested approval of the financial statement. Fred Johnson made the motion, Robert Smith seconded. A vote was taken and the motion was carried unanimously.

Mr. Jackson then called the board's attention to the connections report which was as expected.

Single Monthly Distribution:

Mr. Jackson made a recommendation to the board to move to a single monthly distribution of funds on the 20th of each month to the ECDs starting in October 2015. A

letter will be sent to each ECD explaining this change and noting their make-whole amount so that proper budgeting can occur.

Chad Sowell asked if the ECDs would still receive two separate forms and Mr. Jackson responded that they would receive only one, slightly revised, form with the single distribution. This new form will make it easier for each district to determine the amount of money they are receiving over their promised amount.

Roger Wilson made a motion to distribute funds to the ECDs only on the 20th of every month. Alan Campbell seconded. Donnie Smith noted that this has been frequently discussed in the Finance and Grants Committee meetings and that they agree with Mr. Jackson's recommendation and that he hopes that this will be more efficient and will not cause anyone hardship. Melissa Dove requested that the letters be sent to the ECDs as soon as possible. Alan Campbell clarified that the new form will show the amount each district is receiving above their make-whole amount.

A vote was taken and the motion was carried unanimously.

Uncollected Service Charges Update:

Mr. Jackson mentioned that the Roanoke Telephone Company still pays for their customers' 9-1-1 fees even if the customers refuse to pay. Mr. Jackson also noted that there were several telephone companies that were requesting subpoenas prior to being able to release their customer's information. At present time, Mr. Jackson is working with the companies through that issue, however, if they cannot be solved, those companies will be brought before the board. It was also noted that the 2nd quarter reports for 2015 are due by the end of July.

The total of the uncollected 9-1-1 fees for 2014, as reported, was \$256,108.00 which is essentially 12,107 customers. It is not recommended by Mr. Jackson that the board go after those 12,107 customers. Instead, he recommends that the board continue to monitor the uncollected 9-1-1 fees.

NENA Courses Update:

Mr. Jackson updated the board on the two NENA courses that will be held at the end of this month in Scottsboro and Jasper. It was also noted that both of these courses are at capacity and under budget.

Audit RFP Update:

There were three companies that submitted proposals for the Audit RFP. The Finance and Grants Committee met and evaluated each company. The committee's evaluations can be found in the board packet. Mr. Jackson then invited Donnie Smith to take the floor to explain the Finance and Grant Committee's decision to recommend MST. Mr. Smith noted that their proposal was more detailed and that while they were not the lowest

proposal, they were the best value. Mr. Smith recommended that the board accept MST's proposal to the Audit RFP.

Fred Johnson asked who MST was. Mr. Jackson answered that they were a split from another accounting firm located here in Montgomery and mainly represent public utilities and government agencies.

Alan Campbell asked about whether letters had been sent to ooma and iWireless about their lack of submitting their 9-1-1 fees. James Sasser noted that the letters had be sent to both companies and that they have until the end of the month to respond.

It was also noted that the Grant Application process was still ongoing and that applications were due by July 31st.

Melissa Dove made a motion to hire MST for the audits and Chad Sowell seconded. There was no further discussion. A vote was taken and the motion carried unanimously.

ANGEN:

Mr. Jackson noted that he is working with the consultant firm hired and they are studying all RFPs for any state or regional project in the nation, as well as talking with numerous project managers. Some parts of the RFP will include ESInet services and architecture, plans for failure and security, and parts of the i3 network requirements that are practical presently. The RFP will also include text to 9-1-1 capabilities at a state level, monitoring, transition plans, and service plan. Mr. Jackson also noted that employees of the consultant firm will be in the office the first week of August to complete the draft completely. Those drafts will then be sent to the board members.

Mr. Jackson then called the board's attention to the weekly updates from the consultant firm and the project manager job description that were included in the board packet. Comparisons were made between the pay grade and job title used for the state of Alabama and project manager job descriptions in other states. Mr. Jackson noted the job requirements of the project manager and then described how other states have accomplished next generation project management through using fully contract employees, partially contract and partially in house employees, and fully in house employees.

Donnie Smith asked who other states were hiring for these positions. Are they fresh college graduations, people with IT experience, etc? Mr. Jackson noted that some are early in their careers and some are technical employees for the phone companies who are looking to get out of that field, for example.

Alan Campbell asked when Mr. Jackson wanted to have this person hired. Mr. Jackson noted that he wished to post the job description tomorrow due to the progress being made on the RFP. Mr. Campbell stated that with the pay grade being used, more experience could be required and that desirable qualifications should specifically state some sort of technical experience, either with network, IT, or telecom services.

Donnie Smith and Ernie Blair asked if this would be a staff hire, a board hire, or if this had to go through state personnel. Mr. Jackson answered that because the board is a quasigovernmental agency, the state personnel department is not involved. Mr. Jackson further explained that he would like to have a strong voice in the choosing of this employee and that the personnel and ANGEN committees would be involved in the process.

Donnie Smith made the motion to approve the job description with the addition of a "technical bullet" and the posting of that amended description. Alan Campbell seconded. Fred Johnson noted that "this is your one shot effort, or one shot opportunity in my opinion, to have a meaningful contribution to what 9-1-1 in Alabama will look like in an all IP world". Alan Campbell asked that if the projected cost for ANGEN was so high that the project would have to be put on hold, what would happen to the project manager. Mr. Jackson answered that the employee would likely be given an opportunity to remain on staff at another capacity, but that the help of a project manager is needed now, regardless of what the future holds.

Mr. Jackson requested clarification on whether this would be an administrative expense or an ANGEN expense, so that the budgets can be properly prepared. Fred Johnson made a motion to amend the main motion to make this to an ANGEN expense. Donnie Smith seconded. There was no further discussion, a vote was taken, and the motion carried unanimously.

A vote was then taken on the previous motion for the approval of the project manager job description amended to include a "technical bullet" and the posting of that. The motion passed unanimously.

Chairman Blair commended Mr. Jackson on his involvement at NASNA and serving on committees and meeting with FCC commissioners and stated that he is serving Alabama well at the national level.

Elections:

Fred Johnson made the motion to place Ernie Blair back into the consideration for the position of the board's Chairman and Donnie Smith seconded. There were no other nominations. A vote was taken and the motion to name Ernie Blair Chairman was passed unanimously.

Alan Campbell made the motion to re-nominate Fred Johnson as the board's Vice Chairman and Donnie Smith seconded. There were no other nominations. A vote was taken and the motion was passed unanimously.

Donnie Smith made the motion for Alan Campbell to be named the board's secretary/treasurer and Chad Sowell seconded. Alan Campbell questioned whether this was Donnie Smith's second year serving in this position. Mr. Smith answered in the

affirmative. Mr. Campbell then stated that he was willing to serve. There were no other nominations. A vote was taken and the motion passed unanimously.

The Chairman thanked Mr. Smith for his service as secretary and treasurer.

The Chairman noted that committee appointments will be made at the September meeting.

Fred Johnson stated that, "in the interest of full disclosure, during the past thirty days, as part of an internal audit, we discovered that one of our affiliates had an error in a billing and collection process that resulted in the improper billing of 9-1-1 fees in a lone segment of our market. The error did not extend to our entire customer base, only a single market segment. Prior to the next board meeting, that affiliate will make a full and complete remittance of those fees to the Board and will provide a full and complete explanation directly to Jason, to the Chairman of the board and to the general counsel of the board. I offer that in the spirit of full disclosure, since I am the Chief Executive of that affiliate."


The Chairman then reminded everyone that the AAND workshop is next week, the 21st and 22nd of July and that the quarterly meeting will be on the afternoon of the 22nd.

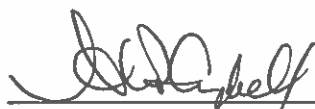
Public Comments:

Caleb Branch commended the board for the implementation of the NENA classes.

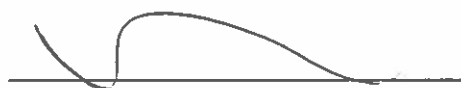
The next board meeting will be at 10:00am on September 16th.

Donnie Smith made a motion to adjourn, Melissa Dove seconds. The motion is carried unanimously and with no discussion and the meeting adjourned at 10:48am.

Approved this 16th day of NOVEMBER, 2014 ⁵ 



SECRETARY/TREASURER



CHAIRMAN

MEETING SIGN-IN SHEET

Agency: **Alabama 9-1-1 Board** Date/Time: **July 13, 2015 @ 10:00 AM**
 Chairman: **Ernie Blair** Location: **1 Commerce Street, Montgomery, AL 36104**
 Type: **Regular** Purpose: **Monthly Board Meeting**

Name	Title	Agency/Company	Phone	E-Mail
Roger C. Humphrey	Advisor	Alabama 9-1-1	(256) 754-0911	cu11911@att.net
John Schweser	Director	CenturyLink	(334) 531-8985	john.j.schweser@centurylink.com
Howard Sunsetal	Director	Jeffers Co 911	5433	
Maurie M. Livan	911 Coordinator	Gallego G. 911	No thing has changed	
Scott Stricklin	Director	Deansha Co 911	334-335-4831	e911@trayable.net
V. Dor Kennedy	Director	Tallahassee 9-1-1	254-761-5114	vkennedy@tallahassee911.org
Greg Silas	Director	B'ham 911	205-500-0496	gregsilas@circlesignals.com
Brent Fox	State Government	AT+T	334 651 8801	brent.fox@att.com
Tullie Warren	911 Engineer	AT&T	770 355 5022	tullie.warren@att.com
Rod Coleman	911 Director	Tuscaloosa Co 911	205-464-8284	rcoleman@tuscaloosa.com
Lon E Jones	911 Director	Enterprise AL 911	334-348-2697	lon@enterpriseal.com
GARY TANNER	911 Mobile C	Director	251-639-216	gtanner@mcc911.com
Charles McNeil	D. Director	911 Mobile	" "	cmcneil@mcc911.com

MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board Date/Time: July 13, 2015 @ 10:00 AM

Chairman: Ernie Blair Location: 1 Commerce Street, Montgomery, AL 36104

Type: Regular Purpose: Monthly Board Meeting

Name	Title	Agency/Company	Phone	E-Mail
Bill Brodeur	ITouch County 911		256 958-0911	
David Gleason	RAM	TCS	802-473-2005	dogleason@tdec.comsys.ca
Amber Hawthley	Revenue Examiner	ADOR	354-353-6139	
Laura Walden	Revenue Examiner	ADORE	334-355-8153	
Kristi Starnes	Director	Coalington County EQ-1	334-4274911	kstarnes@ccq11ema.com
John M. Puterbaugh	Emergency Services	Structure One	256 777-4911	jputerbaugh@structure.com
Caleb Brasel	Director	Blount Co 9-1-1	205 625-4911	caleb@blount11.org