

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
 Minutes of 7/17/2019

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. Dana Grubbs, Program Coordinator.

A quorum was established. Mrs. Evelyn Causey, Chair of the Board, called the meeting to order at 10:00 a.m.

The roll was called as follows by Mr. Larry Fisher, Secretary/Treasurer 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 type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Larry Fisher, Secretary/Treasurer	<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 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
Jeremy Williams	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Terry Womack	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

Mrs. Causey called for the unanimous consent for the approval of the agenda. There were no objections, and the adoption of the agenda was so ordered.

Mrs. Causey called for the unanimous consent for the approval of the minutes from the March 20, 2019, Board meeting. There were no objections, and the adoption of the minutes was so ordered.

Mrs. Causey then called for the unanimous consent for the approval of the minutes from the May 15, 2019, Board meeting. There were no objections, and the adoption of the minutes was so ordered.

Mrs. Causey continued by asking for guest introductions from the audience.

Mr. Adam Brown, Deputy Director for the Board, introduced his newborn son, born just last week and he reported that mom and baby are doing well.

ANGEN Report:

Mrs. 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.

Mrs. Weston began her report with a review and explanation of the CPE RFP Procurement Process. She reported that 9-1-1 Authority worked with staff and the Technical Committee to develop the technical requirements, terms and conditions, proposal instructions, and supporting attachments to facilitate the RFP process.

Mr. John Nettles joined the meeting at 10:07 a.m.

Mrs. Weston also explained the process after the RFP is released and she reported there would be a pre-proposal conference, a period for written question submission, and a deadline by which answers to those questions will be compiled and released to vendors for review. She also described the proposal review and evaluation process as well as all actions that will lead to the Board receiving a recommendation for a contract award.

Mrs. Weston also provided a summary of the CPE RFP components and requirements.

Mrs. Leah Missildine, Executive Director for the Board, added that companies represented by various board member had stated their intent to propose, the RFP document was not circulated to the Board ahead of its scheduled release to protect the integrity of it.

Mr. Fred Johnson presented the question about the participation and cooperation from Districts to agree to a hosted solution. Mrs. Missildine responded and stated that there are several Districts that have expressed an interest in a hosted solution and even some Districts that are already utilizing a hosted solution.

Mr. Alan Campbell asked for clarification of the concept, which would be to bid out CPE equipment or services, and then the Board will recommend a CPE vendor that PSAPs can purchase from. Mrs. Weston acknowledged and stated that this process would result in cost savings to the Districts.

Mrs. Weston continued her report with review of ANGEN items to come which included continued work with INdigital for ANGEN cutovers, the release of the CPE RFP, CPE Procurement activities, continued work on GIS project strategies, complete GIS RFP for consideration at the September Board meeting, and the beginning of Federal Grant tracking. She then turned the floor over to INdigital.

Mr. Caleb Branch, Market Manager for INdigital, presented a progress report of the current activities through the different phases of the project, including ESInet deployment, network

buildout, and circuit conversion. Mr. Branch offered a detailed explanation of each of the four phases of the project and discussed the current activity, progress, and barriers for each phase.

Mr. Branch reported that there are now 34 primary PSAPs processing calls on the ANGEN network, which equates to approximately 1.3 million people or 28% of the State's total population. Mr. Branch also reviewed the expected cutover schedule for the remainder of July and reported on the status of wireline conversions that have been completed or are underway currently.

Mr. Alan Campbell asked about the success of the Mobile County conversion since they are now receiving their traffic over the ANGEN network. Mr. Branch asked Mr. Charlie McNichol, Mobile County ECD Director, to speak on behalf of the work that has just been completed there. Mr. McNichol stated he has no complaints about the process of the conversion and noted that the call takers see no difference in call processing. Mr. McNichol also stated that INdigital brought to their attention that the number of abandon calls will increase due to faster call processing and delivery times, which Mr. McNichol says they have seen.

Mr. Branch continued his report with a review of Texty status maps, project phase summaries, and an ANGEN status map. He stated the rollout of Texty would pick back up near the end of summer with the release of Texty version 17.3.

Mr. Branch reported that the final carrier agreement between INdigital and Inteliquent was signed on June 24, 2019. Mr. Branch expressed his appreciation to Mr. Johnson and the Board for assisting in the progress of that agreement. Mr. Branch reported that Inteliquent did have questions regarding telematics, and all responses provided to Inteliquent referred to the NENA Standard. He stated the expected time frame for work to begin and be completed within 4-5 months.

Mr. Branch also reported that he will be coordinating some additional AL911.net Training sessions with Mrs. Dana Grubbs, Program Coordinator for the Board. He asked for anyone interested in hosting the training for their area to please contact him.

Mr. Branch concluded his report with graphs indicating call counts, trouble ticket comparisons, and call service level metrics.

Legal Report:

Mr. Jim Sasser, General Counsel to the Board, began the Legal Report by presenting some amendments to Draft Rule **585-X-2-.07 ADVISORY SERVICES AND TRAINING FOR DISTRICTS** and Draft Rule **585-X-2-.08 ALABAMA 9-1-1 BOARD GRANT PROGRAM**.

Mr. Sasser reported that the Rules were distributed at the May Board meeting and asked the Board for any comments or suggestions. He stated the Code says we should promulgate rules regarding advisory services and training for Districts. Mr. Sasser also noted that both rules are in response to a finding by the Examiners, and basically puts in rule form the procedures the Board has been following.

He suggested the Board propose both Draft Rules today for filing in the July Administrative Monthly, with a date of publication of July 31, 2019. Mr. Sasser also explained that after that date, there could be no action taken on either rule for 35 days, and the regular September Board meeting would be when the Public Hearing and adoption of the rules by the Board would need to take place.

Mrs. Causey asked if either of the two rules had been reviewed by a committee. Mr. Sasser explained that he had proposed these rules in collaboration with Mrs. Missildine and that neither rule had been reviewed by a committee.

Mrs. Missildine also answered regarding the Grant Rule and stated that the Finance and Grants Committee had authored the content of Grant Rule. She also stated that it was not a rule at the time but rather the policies and procedures of the Grant Program.

Mrs. Causey asked Mr. Sasser if he felt that due diligence had been done to recommend these rules. Mr. Sasser stated he thought the Board needed to make these rules, as suggested by the Examiner's, to avoid any further findings.

Mrs. Missildine asked a question regarding forms for each of these processes, and if the forms themselves should be included in the rules process. Mr. Sasser responded that forms should be attached to the rules when filed with the Legislative Services Agency.

Mr. Johnson recommended a language change to include "shall formulate and publish as may be necessary from time to time to administer the Program in accordance with this rule."

Mr. Sasser recommended creating a reference to all forms on the Board's website, and he feels that would meet the Examiner's expectations.

Mr. Campbell expressed his concern about the language in Draft Rule 585-X-2-.07 regarding the clause "develop and adopt" for registration forms. Mr. Campbell asked about using the same language from Draft Rule 585-X-2-.08, and change it to read, "shall formulate and publish all forms necessary to administer the Advisory Services and Training Program." Mr. Sasser stated he would make that change.

Mr. Campbell continued with a question about Draft Rule 585-X-2-.08 and the Grant Program. He asked about other grant money that could be received and would the language in this rule prohibit the Board in any way from using any other funds in the Grant Program. Mr. Sasser stated there is no prohibition from using other funds to fund a Grant Program.

Mr. Fred Johnson made a motion to propose a draft rule and expose for public comment at the September Board meeting, Draft Rule 585-X-2-.07 Advisory Services and Training for Districts, in form presented as revised with respect to forms. Mr. Robert Smith seconded. There were no objections; therefore, the motion carried.

Mr. Fred Johnson made a motion to propose a draft rule and expose for public comment at the September Board meeting, Draft Rule 585-X-2-.08 Alabama 9-1-1 Board Grant Program, in form presented. Mr. John Nettles seconded. There were no objections; therefore, the motion carried.

Mr. Sasser continued the Legal Report with a formal opinion on Cost Recovery, as requested by Mrs. Missildine. Mr. Sasser offered his opinion and stated the language in our Statute was clear regarding Cost Recovery. He summarized a sequence of actions and amendments beginning in 1998 and explained the process of legislation changes with the language remaining. He stated that even with legislative changes, the use of the word “shall” limits the Board in their changes to Cost Recovery.

There was a discussion among the Board regarding the FCC orders and technical requirements for carriers.

Mr. Sasser referenced the King County order and stated the requirement for Cost Recovery seems to be no longer mandated, but it does not preclude it either. Mr. Sasser also advised the cleanest route to follow in seeking change for Cost Recovery would be to seek Legislative change.

Mrs. Missildine stated this opinion gives the Board a starting point in moving forward regarding the topic of Cost Recovery.

There was additional discussion regarding Cost Recovery and future technology implementation, carrier participation, and disparity among carriers.

Mrs. Missildine requested a 5-minute recess at 11:15 a.m. There were no objections, and Mrs. Causey called for a 5-minute recess.

The meeting was resumed at 11:23 a.m. with all previously present members returning except Mr. Fred Johnson.

Financial Report:

Mr. Ron Cooley, the Financial Analyst for the Board, provided the Board with the monthly interim financial statements for the month and nine months ending June 30, 2019.

Mr. Fred Johnson rejoined the meeting at 11:26 a.m.

Mr. Cooley reported on the positive changes he has seen with the banking changes and moving accounts to Servis 1st Bank. He presented a 4.5 – 5 times increase in interest accrued since December in just the Reserve account alone.

Mr. Cooley reported an 18% increase in the Examiner’s audit invoicing, and he stated if the increase remains at 18% the Examiner’s Fund is projected to be \$3,500.00 short.

Mrs. Causey asked what the average cost of an Examiner’s fee is. Mr. Cooley reported that the Examiner’s have been inconsistent with fees thus far, and there is not an accurate average.

Mrs. Missildine shared that the difference between the smallest amount and the largest amount billed at 90%, ranges from \$6,624.00 to \$24,426.00.

Mr. Nettles added the inconsistency presented by the Examiner's would be a good time for the Board to consider seeking to change the law regarding Examiner's monies and suggested those monies could be better utilized by the 9-1-1 fund overall. Mr. Cooley also stated that most Districts also perform an independent financial audit.

Mr. Cooley continued presenting the Financial Report with a series of financial statements that included a summary of all accounts as well as individual accounts.

Mrs. 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. Larry Fisher seconded. There were no objections; therefore, the motion carried.

Director's Report:

Mrs. Leah Missildine began the Director's report by discussing the 9-1-1 Directory. She reported that staff has been working on compiling the information for the Directory and that it will be debuted tomorrow during the AAND Board Update.

Mrs. Missildine continued her report with a summary and update on the growth and progress of the Alabama EMD Program. She reported that to date, there are 29 agencies participating in the Alabama EMD Program, 67 program instructors, and 319 EMD Practitioners across the State.

Mrs. Missildine then revisited the topic of current Examiner's fees and presented the Board with a graph displaying the variance in Examiner's fees. She also reported that there are currently 37 Districts that have been billed for, and there have not been any reports received to date.

Mrs. Missildine also discussed the Federal Grant Program and recapped the funding opportunity. She reported to the Board that the available Grant amount is higher than initially expected. She stated the actual amount of 911 Grant Program Funds available for Alabama is \$2,544,360. She stated that with the required 60/40 match of \$1,696,240, previously approved by the Board, the total Grant amount will now be \$4,240,600.

Mrs. Missildine then made a recommendation to the Board to authorize staff to release the CPE RFP by the end of this week, so that the RFP process can begin and remain on schedule through the end of the year. Mr. John Nettles made the motion; Mr. Robert Smith seconded. There were no objections; therefore, the motion carried.

Mrs. Missildine then discussed the 911 Saves Act, which is the reclassification movement for telecommunicators. She shared that the Act has now passed the House with expected movement through the Senate. Mrs. Missildine reported on the letters of support that were sent to the representatives for the State of Alabama. She also stated that NASNA authored a letter of support to each sponsor and co-sponsor for the bill. Mrs. Missildine shared that Texas has moved to classify and define telecommunicators as first responders.

Mrs. Missildine presented a photo to the Board from the ceremonial Bill Signing for the ANGEN Bill, SB135/HB196, that was held in the Capitol. Mrs. Missildine also summarized the changes

that the ANGEN Bill brought to our existing Statute. She reported on the two obligations placed on the staff beyond the ANGEN project; which are to develop and publish an Annual Report and issue it to AAND, and develop and issue an Annual Report to the leadership of the Legislature to outline all training provided by the Board across the State.

Mrs. Missildine questioned Mr. Sasser regarding the expressed authority now given to the Board to administer and fund ANGEN through the ANGEN Bill and inquired about any legal action required on the Board's behalf. Mr. Sasser responded and stated that the existing agreements between the Board and each District became null and void with legislation passed to address the issue. Mr. Sasser stated that in his opinion, there was no action required by the Board because what was contemplated in those agreements has now happened.

Mrs. Missildine presented to the Board some unexpected costs that are being incurred by Districts and PSAPs through the cutover to ANGEN. She explained that these costs have been unbudgeted and unanticipated expenses for labor or licensing needs.

Mrs. Missildine made the recommendation to the Board to designate up to a total \$258,000, and no more than \$3,000 per ECD, to reimburse these expenses with proof of a paid and itemized invoice.

Mr. Alan Campbell made a motion to designate \$3,000 per ECD, up to a total of \$258,000 to reimburse ECDs for ANGEN related costs upon presentation of a paid, itemized invoice. Mr. John Nettles seconded. There were no objections; therefore, the motion carried.

Mrs. Missildine continued with reporting that both the 911.gov Submission of 2018 Data and the FCC 2018 Fee Collection Information reports have been submitted by Mr. Adam Brown.

Mrs. Missildine also reported that she has sent letters to the appropriate associations requesting nominations for the four expiring Board seats. She also reported that she would be sending the letters to notify the Districts of the nullification of the previous ANGEN agreement.

Mrs. Missildine continued her report with a review of some upcoming events:

- 7/18 ALNENA Quarterly Meeting
 AL 911 Board Office, 1 Commerce Street, Montgomery
 12 PM--Boxed Lunch (sponsored by Carbyne); 1PM--Meeting
- 8/11-14 APCO 2019 (Baltimore, MD)
- 8/20-22 Annual ACCA Convention (Orange Beach)
- 9/18 Public Hearing Proposed Rules/Board Meeting
- 10/13-16 Gulf Coast 9-1-1 Conference (Orange Beach)
- 11/20 Board Meeting

Mrs. Missildine also presented the current training calendar:

When	What	Where
August 13, 2019	<u>Quality Assurance: Achieving QA/QI in the PSAP</u>	Shelton Community College Gallion, AL
September 17, 2019	<u>Quality Assurance: Achieving QA/QI in the PSAP</u>	Central Alabama Community College Alexander City, AL
October 16-18, 2019	<u>Advanced Telecommunicator Certificate Program</u> - CLASS IS FULL	Phoenix East-Meeting Room Orange Beach, AL

Mrs. Missildine continued her report with a review of the plan to schedule training across the State through December 2020 and stated that those classes would be announced as planning and logistics are confirmed.

Mrs. Missildine also informed the Board that there is a tentative date of Thursday, October 17, 2019, to go before the Sunset Review Committee. Mrs. Missildine stated she would send out calendar requests for the meeting.

Mr. Johnson asked about training that the Board provides or other training available and how much exposure Districts get on the topic of cybersecurity. Mr. Johnson also suggested training to promote awareness about all the risk factors regarding security.

New Business:

There was no further business to be brought before the Board for consideration.

Public Comments:

There were no public comments.

Adjournment:

The next scheduled meeting will be held on September 18, 2019, at 10:00 a.m.

The meeting was adjourned by Mrs. Evelyn Causey at 12:04 p.m.

Approved this 18th day of September 2019.


SECRETARY/TREASURER


CHAIR

MEETING SIGN-IN SHEET

Agency: *Alabama 9-1-1 Board*

Date/Time: *July 17, 2019 @ 10:00am*

Chairman: *Evelyn Causey*

Location: *1 Commerce Street, Suite 620
Montgomery, AL 36104*








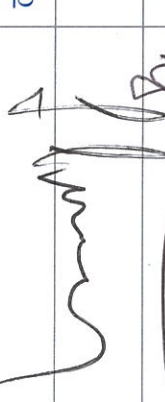

Type: *Regular*

Purpose: *Board Meeting*

Name	Title	Agency/Company	E-Mail	Signature
Campbell, Alan	Director	Shelby County 9-1-1	acampbell@shelby911.org	
Causey, Evelyn	President/ COO	Hayneville Telephone	ecausey@hcn.net	
Dove, Melissa	Director	Wilcox 9-1-1	Wilcox911@yahoo.com	
Fisher, Larry	Director	City of Montgomery ECD	lfisher@montgomeryal.gov	
Hutchens, Wayne	Asst. VP	AT&T	Ch3429@att.com	
Johnson, Fred	Chief Exec Officer	Farmers Telecommunications	fjohnson@staff.farmerstel.com	
Nettles, John	President	Pine Belt Telephone	john@pinebelt.net	
Smith, Robert	Sr. Manager	Charter Communications	Robert.smith9@charter.com	
Wallace, Brandon	Director	Limestone County 9-1-1	brandon@alc911.org	
Webb, Tim	Director	Winston County 9-1-1	Winston008@centurytel.net	
Williams, Jeremy	Director	Geneva County 9-1-1	jwilliams@34central.com	
Womack, Terry	General Manager	CableONE	Terry.womack@cableone.biz	

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Name	Title	Agency/Company	E-Mail	Signature
Blair, Ernie	CEO	HMC 9-1-1	ebclair@madco911.com	
Blue, Clarence III	Coordinator	Bullock County 9-1-1	bullockcoe911@ustconline.net	
Branch, Caleb	Market Manager	Indigital	cbranch@indigital.com	
Britain, Holly	Director	Dothan/ Houston County 9-1-1	habritain@dothan.org	
Brodeur, Bill	Special Projects	Etowah County 9-1-1	bbrodeur@etowahcounty911.com	
Brooks, Neal	Interim Director	Blount County 9-1-1	neal@blount911.org	
Carpenter, Melissa	Director	Autauga County 9-1-1	Melissa@autauga911.com	
Colegrove, Teresa	Asst. Director	Etowah Co 9-1-1	tcolegrove@etowahcounty911.com	
Cunningham, Alan	Tech. Project Mgr	MSFC Joint 9-1-1 Center	Alan.cunningham@NASA.gov	
Fleming, Jim		RPSS	Jim.Fleming@rpss911.com	
Gleason, David	911 Market Manager	Central Square	David.gleason@centralsquare.com	
Humphrey, Roger	Advisor	Cullman County 9-1-1	rhumphrey@cullman911.org	








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Name	Title	Agency/Company	E-Mail	Signature
Issac, Johnny	Greene Co. 9-1-1 Board Chairman	Greene County 9-1-1	Johnnyissac58@yahoo.com	
Lee, Michael	Deputy Director	Jefferson County 9-1-1	Leeemg@jeffco911.org	
Martin, Jean	Emergency Services Coord.	Southern Linc	jhmartin@southernlinc.com	
McNichol, Charlie	Director	MCCD	cmcnichol@mccd911.com	
Moore, Linda	911 Director	City of Hoover 9-1-1	Linda.moore@hooveralabama.gov	
Morrison, Rachel	GIS TECH	Blount County 9-1-1	rachel@blount911.org	
Ryan, Terry	Manager	RPSS	Terry.ryan@rpss911.com	
Sandlin, Gordon	Director	Cullman County 9-1-1	Glsandlin@cullman911.org	
Sasser, Jim	Attorney	9-1-1 Board	jtsasserlaw@gmail.com	
Shonk, Melinda	Chief of Staff	City of Montgomery 9-1-1	mshonk@montgomeryal.gov	
Simmons, Paula	Director	Ozark-Dale County	paula.simmons@ozarkdale911.org	
Silas, Greg	Director	City of Birmingham 9-1-1	greg.silas@birminghamal.gov	

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Name	Title	Agency/Company	E-Mail	Signature
Sowell, Chad	Director	Henry County 9-1-1	csowell@henrycountyal.net	
Stricklin, Scott	Director	Crenshaw County 9-1-1	e911@troycable.net	
Webb, Steven	Chief Admin.	Jefferson County 9-1-1	webbs@jeffcoal911.org	
West, Donnie	Director	Jefferson County 9-1-1	westd@jeffcoal911.org	
Weston, Sara	Consultant	911 Authority	Sara.weston@911authority.com	
Williams, Vicki	Examiner	ADOR	Victoria.williams@revenue.alabama.gov	
Wright, Dan	Director	Chilton County 9-1-1	dwright@chilton911.org	
Yeager, Josh	Account Manager	AT & T	Jv014k@att.com	
Lowe, Pamela	Eqn Data Spec.	Dutton/Houston Co 911	plowe@dutton.org	
Broadhead, Brandon	Director	City of Homewood	Brandon.Broadhead@homewoodal.org	
Humphrey, Roger	Advising	Callman Body 911	Thompson@callman911.org	
LUKE GRANLUND	BUSI. DEV.	DATA MANA	LUKE.GRANLUND@mta.com	

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