

**ALABAMA 9-1-1 BOARD MEETING**  
**1 Commerce Street**  
**Montgomery, AL 36104**  
**Minutes of 3/15/2017**

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 Jayra Smith, Executive Assistant.

A quorum was established. Mr. Fred Johnson, Chair, called the meeting to order at 10:00 a.m.

The roll was called as follows by the Secretary/Treasurer, Larry Fisher:

Alan Campbell, Vice Chair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey	<input type="checkbox"/> Present <input checked="" 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
Chris Heger	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Wayne Hutchens	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Fred Johnson, Chair	<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
Robert Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chad Sowell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Ryan Welty	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

Mr. Johnson added that the FYE 2016 annual audit would be presented immediately prior to the Director's Report. He called for unanimous consent for the adoption of the agenda as modified. There were no objections; therefore, adoption of the agenda was so ordered.

Mr. Johnson called for unanimous consent for the approval of the minutes from the January 18, 2017 Board meeting. There were no objections and the adoption of the minutes was so ordered.

Mr. Johnson asked for guest introductions.

**Expenses:**

Mrs. Missildine noted that expenses included \$205,438.50 to the Department of Examiners for 13 ECD audits. She also noted that Home Depot directly remitted to the Alabama 9-1-1 Board versus the Alabama Department of Revenue (ADOR) for prepaid wireless which resulted in a payment of \$670.32 to ADOR to forward the payments.

Secretary/Treasurer, Larry Fisher, presented the Board's expense reports for February with office expenses totaling \$176,663.86, ANGEN expenses totaling \$49,583.33, contract expenses totaling \$20,102.05, and committee and board member expenses totaling \$761.84. Mr. Fisher then presented the Board's expense reports for March with office expenses totaling \$77,293.88, ANGEN expenses totaling \$97,874.58, contract expenses totaling \$18,343.66, and committee and board member expenses totaling \$232.22. In summary, February's expenses totaled \$247,111.08 and March's expenses totaled \$193,744.34. Mr. Fisher recommended approval of all expenses. Mr. Johnson called for a motion for the approval of the expense reports and for the authorization to pay those expenses. Larry Fisher made the motion and Alan Campbell seconded. There was no discussion and the motion was carried unanimously.

**2016 Financial Statements Audit:**

Mr. Johnson presented the 2016 Financial Statements Audit prepared by Mercer & Associates, P.C. which included the following:

*Opinions:* In our opinion, the statement of cash receipts and disbursements-cash basis and statement of net position-cash basis present fairly, in all material respects, the cash receipts and disbursements-cash basis and net position-cash basis of the Alabama Statewide 9-1-1 Board for the years ended September 30, 2016 and 2015, in conformity with the basis of accounting described in Note 1 (Organization and Summary of Significant Accounting Policies).

He then presented the letter from Mercer & Associates, P.C. addressed to the Alabama Statewide 9-1-1 Board Audit Committee and dated January 27, 2017. The letter is a required communication regarding other findings. Mr. Johnson highlighted significant items.

Mr. Johnson called for a motion to acknowledge and accept the 2016 audit report as presented. Chris Heger made the motion and Robert Smith 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 four (4) and reviewed the total assets and liabilities, total revenue and expenses, and payments to ECDs for January and February of 2017. For January 2017, the total liabilities and assets balanced out to \$24,921,707.10, the total revenue was equal to \$11,094,805.35, the total expenses were \$9,012,648.12, the total ECD cash in bank escrow was \$10,692,637.41 and payments to ECDs totaled \$8,543,403.84. For February 2017, the total liabilities and assets balanced out to \$23,234,861.71, the total revenue was equal to

\$8,967,501.56, the total expenses were \$10,655,163.25, the total ECD cash in bank escrow was \$11,226,304.08 and payments to ECDs totaled \$10,379,539.72. Mrs. Missildine recommended approval of the financial statements provided by MDA Professional Group. The Chair called for a motion for the approval of the financial statements. Chad Sowell made the motion and Chris Heger seconded. There was no discussion and the motion was carried unanimously.

*Cost Recovery:* Mrs. Missildine revisited the FYE2017 Cost Recovery Plans as prepared by MDA and provided to the Board. Phase II was left out of the Cost Recovery Plans as presented at the January Board meeting. She recommended approval of the plans. Mr. Johnson called for a motion to approve the FYE2017 Cost Recovery Plans as presented on page three (3) of the Cost Recovery Plans. Roger Wilson made the motion, Robert Smith seconded. John Nettles recused himself from voting. There was no discussion and the motion was carried unanimously.

Mrs. Missildine provided a report on 2017 Cost Recovery reimbursement requests as prepared by MDA. Cost Recovery reimbursements requested and paid in March 2017 are as follows:

Cellular South	\$ 19,758.14	(Phase I - Recurring)
	\$ 51,366.32	(Phase II - Recurring)
<b>Total</b>	<b>\$ 71,124.46</b>	

Pine Belt Wireless	\$ 1,162.00	(Phase I - Recurring)
	\$ 16,786.00	(Phase II - Recurring)
<b>Total</b>	<b>\$ 17,948.00</b>	

SouthernLINC	\$ 93,100.19	(Phase I - Recurring)
	\$ 19,512.43	(Phase I - Recurring)
<b>Total</b>	<b>\$112,612.62</b>	

Mrs. Missildine sought approval of the payment of the March 2017 cost recovery reimbursements. Mr. Johnson called for a motion to approve the cost recovery payments. Alan Campbell made the motion, Larry Fisher seconded. There was no discussion and the motion was carried unanimously.

**Updates:**

*9-1-1 Goes to Washington:* Mrs. Missildine attended NENA’s annual 9-1-1 Goes to Washington event. She provided a short summary of her experience and shared materials that were provided for attendees.

*Senate Confirmation:* Mrs. Missildine reported that the Board currently has four members up for Senate Confirmation – Chris Heger, Melissa Dove, Larry Fisher, and Ryan Welty. As of 3/13/17, the nominations were still “Pending Committee Action in House of Origin”.

*Contract Review:* She announced execution of the Alabama 9-1-1 Board's contract with INdigital for next generation 9-1-1 services. On March 2<sup>nd</sup>, the contract was favorably reviewed by the Contract Review Permanent Legislative Oversight Committee. A mailout was sent to districts announcing this major milestone on March 7<sup>th</sup>. Also included in the mailout was each District's executive copy of their Agreement and Assignment of Funds as well as a booklet to use when discussing next generation 9-1-1 capabilities to those outside of the 9-1-1 community.

*Biennial Audit:* Mrs. Missildine shared that she had reviewed a partial preliminary report with the auditor who is performing the audit of the Board's first two years of operation. There will be some findings, several of which are centered around the Board's travel policy, which needs immediate attention. Per the Examiner's Office, there were seven past and present board members, employees, and contractors that had received "overpayments" in their travel claims. Five of these were relatively minor miscalculations in travel and have been or are being repaid. The remaining two have to do with the Board's "reasonable travel" policy for employees. Employees have claimed actual expenses in accordance with the Board's policy; however, the Examiners state that this policy is contrary to state travel policies, therefore, the money must be repaid.

After much discussion as to whether or not the Board was a state agency, it was decided that Mrs. Missildine and legal counsel would meet with the Examiners of Public Accounts in order to discuss the issue and come to a conclusion.

Mrs. Missildine added that a revised travel form would be distributed to the Board for immediate use. It is a modified format from the State's in-state travel form that should satisfy all the past issues outlined by the auditor regarding in-state travel form submissions. She asked that all Board members submit the form and use their office as the home base address. A check box is provided on the form for those that refuse per diem.

*District Required Information:* Mrs. Missildine provided an update on District required information by the Department of Examiners of Public Accounts. The unaudited information for the fiscal year ending September 30, 2016 has been compiled and sent to our office. The number of Districts meeting the requirement has increased from 57 in 2014 to 61 in 2015 to 70 in 2016. Those that do not participate typically have a finding in their District's audit report.

*Legal:* A copy of the motion filed in the iWireless case was provided in the Board packet behind tab ten (10). Mr. Jim Sasser reported that a hearing was scheduled for April 3, 2017 at 8:30 a.m. A copy of the acknowledgement letter from the Attorney General's Office was also included for the Board to review. Mr. Sasser will report back to the Board at the next meeting.

*Training:* Mrs. Missildine reported that the CMCP course was a huge success and provided a representation of the follow-up survey that followed the class.

*Sam's Club Membership/Line of Credit:* Mrs. Missildine reported that the Alabama 9-1-1 Board was granted a membership with Sam's Club, but the application for credit was denied due to lack of credit history.

*Upcoming Events:* A list of upcoming events was provided in the Board packet behind tab six (6).

*ANGEN:* Mrs. Missildine directed the members to tab seven (7) in the Board packet. She presented a report on wireless 9-1-1 calls in Alabama from 2015 through YTD 2017, then gave the floor to Sara Weston of 911 Authority, LLC.

Mrs. Weston presented the ANGEN February Monthly Project Review. The review included a summary of deliverables, activities, travel, and action items for the month of February. It also included a look at upcoming activities for March 2017.

Mark Grady presented INdigital's Q-1 Alabama ANGEN 9-1-1 Report for the reporting interval ending March 1, 2017. The data included an overview of AL G-17 ESiNet along with an update on industry stakeholders.

### **Committee Reports:**

*Finance Committee:* Mr. Larry Fisher presented the Finance Committee report. He shared that the Committee had met on January 27<sup>th</sup> and March 15<sup>th</sup> to discuss the financial operations of the Board as well as an RFP for auditing services. On behalf of the Finance Committee, Mr. Fisher made the following recommendations to the Board:

- To discontinue the Board's month-to-month contractual relationship with MDA in order to bring those contracted services previously performed by MDA in-house to be handled by our internal resources.
- Authorization to issue an RFP for auditing services

Mr. Johnson called for unanimous consent for the adoption of the Finance Committee report as presented. There were no objections; therefore, adoption of the report was so ordered. The Board expressed its gratitude to MDA for their years of service.

*Governance Committee:* Mr. Chad Sowell presented the Governance Committee report. He shared that the Committee had met on February 8<sup>th</sup> to discuss an organizational document compiled to help guide the Committee as well as possible upcoming policy changes regarding finances and travel. The Committee's discussion largely centered around the need to review all of the Board's current guidelines for operation since they have remained relatively unchanged in the past few years. The two policies that may be in immediate need of amendment are accounting and travel. The Committee members were updated on the pending recommendation of the Finance Committee to being accounting in-house and were in support of the recommendation. Mr. Sowell reported that the Committee had no action items at this time.

Mr. Johnson asked that the Governance Committee review the travel policy for any revisions that need to be made.

Mr. Johnson called for unanimous consent for the adoption of the Governance Committee report as presented. There were no objections; therefore, adoption of the report was so ordered.

Mrs. Missildine noted that, while there were not formal reports from all of them, each committee had met since the January Board meeting in order to set some parameters and organizational guidelines.

Mr. Fisher requested that the Governance Committee, depending upon the result of the general counsel's meeting with the examiners, handle changes to the travel policy should any be required.

**Public Comments:** Mr. Marvin McIlwain stated ECW had been furnishing them with reports for the Wiregrass area. These reports have made them aware of a lot of outages they were not previously aware of. His main concern is that more than twenty-one percent of the calls are Phase I calls. He encouraged other ECDs to do their own investigating. He then addressed Cost Recovery and stated that, at some point, the payments should stop.

Mr. Roger Humphrey thanked MDA for their years of involvement with the Alabama 9-1-1 Board.


**Legal Report:** Mr. Sasser had nothing more to report at this time.

**Adjournment:** The Chairman noted the next meeting was May 17, 2017 at 10:00 a.m.

Mr. Johnson called for a motion to adjourn. Chad Sowell made the motion and Robert Smith seconded. There were no objections and the adjournment of the meeting was so ordered at 11:35 a.m.

Approved this 17<sup>th</sup> day of May, 2017

  
SECRETARY/TREASURER

  
CHAIRMAN

# MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board

Date/Time: March 15, 2017 @ 10:00 a.m.

Chairman: Fred Johnson

Location: 1 Commerce Street, Ste. 620, Montgomery, AL 36104

Type: Regular

Purpose: Board Meeting

Name	Title	Agency/Company	Phone	E-Mail
LARRY FISHER	Director	City of Montgomery EOD	240-4111	lfisher@montgomeryal.gov
ERNIS BAIR	CEO	HSV MADCO 9-1-1		
Eric R. Daenecke		NICE	704-341-744	eric.daenecke@nice.com
Fred Johnson	CEO	FIC		
Roger D. Wilson				
Chad Sewell				
Mark Gray	Executive	Indigital	877-489-110	markgray@indigital.net
Jon Whirlledge	CFO	Indigital	"	jwhirlledge@indigital.net
Mark Fortner	EVP	FUDigital	256-508-1526	Mark.fortner@FUDigital.com
Wayne Hitchens	AVP	AT&T	(256) 714-0717	ch3429@att.com
Roger Humphrey	Adviser	Cullman Co 911	(256) 734-0911	call911@att.net
Alan Cunningham		5911	256-541-3091	alan.cunningham@att.net
Joshua Yeager	Account Manager	AT&T	334-273-2130	jy024k@att.com

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Date/Time: March 15, 2017 @ 10:00 a.m.

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Location: 1 Commerce Street, Ste. 620, Montgomery, AL 36104

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Purpose: Board Meeting

Name	Title	Agency/Company	Phone	E-Mail
Cyan Welty	Director	Morgan Co 911	256 558 0911	Cyan.welty@mcogva911.org
Scott Stacklin	Director	Crenshaw Co 911	334-335-4831	cs911@creytable.net
STEVEN WEBB	CHIEF DEPUTY	JEFFERSON Co. 911	205-783-1703	webbs@jeffcoal911.org
Michael Lee	Deputy Director	"	783-1911	Lee mg@JEFFCOAL911.org
Howard Summerford	Director	"	783-1911	Summerfordh@JEFFCOAL911.org
Laura Walden	Rev. Examiner	Revenue	353-8153	Laura.Walden@REVENUE.alabama.gov
Brenda Wallaw	Pub Examiner	Revenue	353-8153	brenda.wallaw@revenue.alabama.gov
	911 Director	Geneva Co 911	334-828-1477	J.W.Walden@34CENTRALCO.GOV
	911 Coordinator	Godbee Co.	334-897-5242	Same
David Gleason	RATM	Airbus-VESTA	951-553-6218	david.gleason@airbus-dscmm.com
Lon E Jones	Coordinator	Enterprise 911	406-2600	ljones@enterprise911.com
Ralph Howdy	CPA	MDA		
Seigun McDaniel	CPA	MDA		



