

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
Minutes of 5/17/2017

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 Mrs. Leah Missildine, Executive Director.

A quorum was established. Mr. Fred Johnson, Chairman 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	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Larry Fisher, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chris Heger	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Wayne Hutchens	<input type="checkbox"/> Present <input checked="" 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 type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

Mr. Johnson called for unanimous consent for the adoption of the agenda. 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 March 15, 2017 Board meeting. There were no objections and the adoption of the minutes was so ordered.

Mr. Johnson asked for guest introductions.

Director’s Report:

Mrs. Missildine began her report with informing the Board that the Executive Assistant had

recently resigned and that she would be seeking to fill that vacancy as soon as possible.

Mrs. Missildine informed the Board that its relationship with the former accounting firm did not continue through the end of the month following the last board meeting as the recommendation passed by the Board stated; rather, the firm chose to terminate their services early. The Board was presented with an updated transition timeline and informed that there is a final bill due to the Board's former accounting firm. She informed the Board that the finances will be presented during the Financial Reports portion of the meeting.

Mrs. Missildine then shared with the Board that the four nominations that were up for Senate confirmation were indeed confirmed on May 4, 2017. These Board seats are those of Mrs. Christine Heger, Mrs. Melissa Dove, Mr. Larry Fisher, and Mr. Ryan Welty.

Mrs. Missildine reviewed a bill, SB338, that had been introduced and "read for the first time and referred to the Senate committee on Governmental Affairs." However, based on the opposition expressed by 9-1-1 stakeholders, it has not made it out of committee. Mrs. Missildine stated that the office staff was given the opportunity to put together some data at the request of several of the Emergency Communication Districts (ECDs), so that the Districts could share the information and provide examples to those Legislators who represent them.

Based on public comments made during the last Board meeting, Mrs. Missildine stated that some research was conducted on the topic of Phase II Accuracy. Mr. Alan Campbell was asked to speak to his specific experience with Phase II accuracy because his center is using the same CPE vendor as the District who brought the initial observation to the Board's attention. Ultimately, it was determined that the high incidents of poor accuracy may be due to the type of report being reviewed capturing its information during the first moments of a call before an operator may perform a transaction that updates the caller's location information. Mrs. Missildine encouraged those Districts in the audience to consider reminding existing personnel as well as giving special attention during training of new personnel to this CPE capability.

Mrs. Missildine informed the Board that the office had received several phone calls from Districts inquiring about a recent "true-up" conducted by a service provider that impacted their monthly E911 network charges. A list of contact information was shared with the Board as well as the audience, so that each District could follow up as they see fit regarding any change in their District's phone bill.

Another issue that Mrs. Missildine stated that a District brought to the office staff's attention is the receipt of a "misprovisioned" 9-1-1 call that was sent to a "backup national 9-1-1 center" and then relayed to the local 9-1-1 jurisdiction some 24 hours later. Mrs. Missildine contacted the call relay center to inquire about this type of call and shared with the Board as well as the audience that typically the call is not delayed as much as 24 hours, but due to call volume that particular day the call relay center was not able to investigate the call and pass its information along to the local jurisdiction until the next day.

Mrs. Missildine notified the Board that approximately a dozen or so Districts had expressed interest in our office exploring a voluntary statewide emergency medical dispatch (EMD)

protocol. She stated that the office is still in the planning stages of this initiative, but that preliminary reviews by the Board's General Counsel and discussions with the Alabama Department of Public Health Office of Emergency Medical Services (OEMS) have been very positive and productive. Mrs. Missildine then presented a draft Memorandum of Understanding (MOU) between the Office of the Alabama 9-1-1 Board and the OEMS that had been included in the Board member's packets for review. She stated that the intended purpose of the MOU was to outline the obligations of the involved parties and to state the objective of the EMD Protocol project. Mrs. Missildine recommended to the Board that the MOU be adopted as presented. Mr. Johnson called for a motion to adopt the MOU. Mr. Chad Sowell made the motion and Mr. Robert Smith seconded. There was some discussion among the Board members as to how this would be a benefit to a number of Districts if they chose to take advantage of it and that many were already using a similar regional type of protocol. The motion was carried unanimously.

Mrs. Missildine then apprised the Board of an unprecedented act of intended ECD consolidation by the Graysville Emergency Communication District (ECD) into the Jefferson County ECD with is allowed for by Alabama Code §11-98-6 (c), which states:

Subject to the remaining provisions of this chapter and the approval of the 911 Board and the creating authority, two or more districts, cities, or counties, or a city and a county in another district may agree to cooperate, to the extent practicable, to provide funding and service to their respective areas, and a single board of commissioners of not more than seven members may be appointed to conduct the affairs of the entities involved. In the event that two or more districts are consolidated for purposes of this chapter, the base distribution amount as defined in Section 11-98-5.2 (b)(3) shall include the combined base distribution amounts that would have been calculated for the individual districts.

Mrs. Missildine shared the process through which the two Districts and their governing bodies had entered into the agreement as well as the accompanying resolution. In consultation with the Board's General Counsel, it was recommended that the Board approve the consolidation. Mr. Johnson called for a motion to approve the Graysville ECD consolidation in to the Jefferson County ECD. Mr. Roger Wilson made the motion and Mr. Fisher seconded. The motion was carried unanimously.

Mrs. Missildine then outlined several upcoming training courses suggested by the Districts that the Board had the opportunity to sponsor. Review of the administrative budget is being conducted to determine how many of the courses can be purchased as well as the course material's applicability to 9-1-1 operations in the State.

Mrs. Missildine reminded the Board that the Examiner's audit for FY14 through FY15 is ongoing. She expressed that the Board's General Counsel and she were hoping to have some resolution in this matter by Friday, May 5, 2017, but were still awaiting feedback from the Examiner's Office. As was suggested at the last Board meeting, there has been no Governance Committee meeting held yet to review the travel policy because of this pending response from the Examiner as well as the potential passage of HB550, which would:

...amend Section 36-7-21, Code of Alabama 1975, regarding per diem travel expenses for state officers and employees, to include state organizations where the state or individual is a dues-paying member of the organization in the description of overnight travel within

the State of Alabama that provides for the reimbursement of actual and necessary expenses.

Mrs. Missildine concluded the Director’s Report with a list of upcoming events bringing special attention to the fact that the next meeting of the Board would be held on its usual day, but at 2PM rather than 10AM due to a conflict with ACCA’s AAND workshop. The events are subject to change and include, but are not necessarily limited to:

- 5/17 Board Meeting, Montgomery
- 5/26 ALAPCO New Officers Meeting, Montgomery
- 5/29 Memorial Day Holiday
- 5/31 National Profile Database Data Submission Deadline
- 6/3-4 NASNA, San Antonio, TX
- 6/4-8 National NENA 2017, San Antonio, TX
- 6/14 Finance Committee Meeting
- 6/27 Dothan 9-1-1 Open House
- 6/30 FCC Annual Collection of Information Deadline
- 7/18-19 ACCA’s AAND Workshop, Prattville, AL
- 7/19 ALNENA Quarterly Meeting, Montgomery
- 7/19 Board Meeting, Montgomery (2PM)

ANGEN Report:

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. Mrs. Missildine informed the Board that the existing Memorandum of Agreement (MOA) between the Alabama Statewide 9-1-1 Board and the Alabama Supercomputer Authority (ASA) had to be revisited to be sure that it supported all of the language and requirements of the contract executed by the Board and its ANGEN vendor, INdigital. An in-depth review was performed by all stakeholders as well as the Board’s General Counsel and the MOA was updated accordingly. Mr. Johnson called for a motion to ratify execution of the MOA. Mr. Smith made the motion and Mr. Campbell seconded. The motion was carried unanimously.

Furthermore, Mrs. Missildine reminded the Board that the former Director had negotiated and executed an up to one-year extension of the Board’s agreement with Bandwidth, ANGEN’s original vendor. Again, in consultation with the Board’s General Counsel, Mrs. Missildine and Bandwidth have agreed to exercise that extension on a month to month basis until the new vendor, INdigital, has converted and adequately tested the existing configuration. The conversion is in-progress and the Board has reached its first billing milestone with INdigital. Mrs. Missildine closed her portion of the ANGEN report with an announcement that the newest District to voluntarily sign on to ANGEN is the City of Auburn, leaving one remaining District not in the program yet. She then gave the floor to Mrs. Sara Weston of 911 Authority, LLC, Consultant to the Board.

Mrs. Weston presented the ANGEN Monthly Project Reviews. The reviews included a summary of deliverables, activities, travel, and action items for the months of March and April. Activities included work on PSAP FAQs, Text-to-911 Letter of Authorization, the MOA between the Board and ASA, PSAP surveys and interview strategy, planning for PSAP cutover schedule, review of the State Plan, and stakeholder meetings with various PSAPs. Her review also included a look at upcoming activities for the Summer of 2017.

Mr. Eric Hartman, Executive Vice President of INdigital, presented INdigital’s Q-2 Alabama ANGEN 9-1-1 Report for the reporting interval ending April 30, 2017. The data included an overview of AL G-17 ESInet along with an update on industry stakeholders.

Financial Report:

Mr. Ron Cooley, the Board’s Financial Analyst, provided the Board an overview of the transition of the financial operations. He presented the Board with a series of financial statements that included all accounts as well as individual accounts. Mr. Cooley pointed out the differences in what the Board had previously been shown as well as the enhancements of each of the statements. He fielded questions from the Board members and familiarized them with how the office staff is handling duties previously completed by an outside firm. A question was posed by one of the Board members as to whether the Board should consider accrual versus cash-based accounting; Mr. Johnson recommended that the Finance Committee along with staff take this matter up for consideration on the Board’s behalf. As chairman of that committee, Mr. Fisher accepted the task. Mr. Johnson called for unanimous consent for the approval of the Financial Statements as presented. There were no objections; therefore, approval was so ordered.

Mrs. Missildine provided a report on 2017 Cost Recovery reimbursement requests as submitted by program participants. Cost Recovery reimbursements requested and paid in May 2017 are as follows:

Cellular South

9/30/17 Phase I – Recurring	\$ 15,608.14
9/30/17 Phase II – Recurring	38,843.14
<u>Total</u>	<u>\$ 54,451.28</u>

Pine Belt Wireless

9/30/17 Phase I – Recurring	\$ 1,162.00
9/30/17 Phase II – Recurring	18,447.00
<u>Total</u>	<u>\$ 19,609.00</u>

SouthernLINC

9/30/17 Phase I – Nonrecurring	\$ 17,622.05
9/30/17 Phase I – Recurring	84,811.93
9/30/17 Phase II – Nonrecurring	4,877.95
9/30/17 Phase II – Recurring	18,068.22
<u>Total</u>	<u>\$125,380.15</u>

Sprint

9/30/17 Phase I – Nonrecurring	\$ 13,475.00
9/30/17 Phase I – Recurring	<u>292,657.63</u>
Total	\$306,132.63

Mrs. Missildine sought approval for payment of the May 2017 cost recovery reimbursements as they were all within the approved plans. Mr. Johnson called for a motion to approve the cost recovery payments. Mr. Wilson made the motion, Mr. Smith seconded. There was no discussion and the motion was carried; Mr. John Nettles recused himself from the vote.

Mr. Johnson then inquired about the approval of expenses. Mrs. Missildine informed him that due to the reworking of the financial statements and breakdown of each account, the expense report as it had been presented in the past was not available. Mr. Johnson requested of Mr. Fisher that the Finance Committee refine and revise a policy for payment of expenses and how that occurs going forward.

Legal Report:

Mr. Sasser gave a brief update on the scheduling order included in the Board’s packet for the Board’s ongoing litigation with I-Wireless.

Committee Reports:

There were no Committee Reports to be presented.

Public Comments:

There were no public comments.

Adjournment:

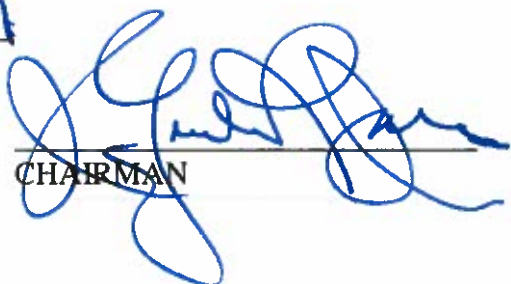
It was again noted that the next meeting was July 19, 2017 at 2:00 p.m.

Mr. Johnson called for a motion to adjourn. Mr. Sowell made the motion and Mr. Smith seconded. There were no objections and the adjournment of the meeting was so ordered at 11:49 a.m.

Approved this 19th day of July, 2017



 SECRETARY/TREASURER



 CHAIRMAN

MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board
 Chairman: Fred Johnson
 Type: Regular

Date/Time: May 17, 2017 @ 10:00 a.m.
 Location: 1 Commerce Street, Ste. 620, Montgomery, AL 36104
 Purpose: Board Meeting

Name	Title	Agency/Company	Phone	E-Mail
<i>Roger Shiba</i>				
<i>Bill Braden</i>				
<i>Chad Sowell</i>				
Fred Johnson				
<i>Sarah Weston</i>	consultant	911 Authority	814 574 8258	<i>Sarah.Weston@911authority.com</i>
<i>Alan Cunningham</i>	CTO	MSFC 3911	256 544 3091	<i>alan.cunningham@nasa.gov</i>
<i>Roger C Humphrey</i>				
<i>Laney Fisher</i>	Dir	Montgomery ECA	334-850-2003	<i>Fisher@montgomery.al.gov</i>
<i>Caleb Branch</i>	Dir	Bleat 9-1-1		
<i>Michael Lee</i>	Deputy	JEFF CO.	205-783-1911	<i>Lee.mg@Jeffco.al.gov</i>
<i>Howard</i>	Director	JEFF CO.	205-783-1911	<i>Howard@Jeffco.al.gov</i>
<i>SURRUFOND</i>	Director	JEFF CO.	1911	<i>Jeffco.al.gov</i>
<i>Jan Whirkledge</i>	CFO	Digital	877-469-2010	<i>janwhirkledge@indigitat.net</i>
<i>Mark Fortner</i>	EUP	RPSS	756-508-4326	<i>Mark.Fortner@RPSS911.com</i>

MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board

Date/Time: May 17, 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
Eric Hartman	evp	Indigital	260 469-2010	Chertman@indigital.net
Josh Yeager	Account Manager	AT&T	(334) 652-4258	jy@att.com
Robert Smith	Board Member	Cherokee AT&T	205-238-2080	Robert.Smith@Cherokee.com
Stephen Wilson	Director	ADPH O&MS	334 200 5854	Stephen.Wilson@adph.state.al.us
Jeremy Williams	EPH Director	Genova CO 911	334-684 6947	williams@34ccentral.com
Scott Stricklin	Director	Cherokee Co 911	334 335-4831	es@cherokee.net
Terry Ryan	Pres.	RPSS	256-520-0103	Terry.Ryan@rpss911.com
Missisa Dove	Director	Wilcox 911	334-682-4911	wilcox911@wilcox.com
Lisha Graham				
Greg Siles	Director	B'ham 911	265-500-0496	greg.siles@bham911.com
Leon E Jones	Coordinator	City Enterprise 911	334-548-2697	ljones@cityofbham.org
Holly Britain	Director	Dothan 4C 911	334- 615-3685	hbritain@dothan.org
Eric R. Denecke	Account Exec.	NICE	704-361-2444	eric.denecke@NICE.com

