

ALABAMA 9-1-1 BOARD MEETING
1 Commerce Street
Montgomery, AL 36104
Minutes of 11/16/2016

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 minutes were recorded by Jayra Smith, Executive Assistant.

A quorum was established. Mr. Alan Campbell, Acting Chair in the absence of Mr. Fred Johnson, 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 checked="" type="checkbox"/> Present <input 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 type="checkbox"/> Present <input checked="" 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 type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Chad Sowell	<input type="checkbox"/> Present <input checked="" 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. Campbell called for unanimous consent for the adoption of the agenda. Mrs. Missildine noted that the audit presentation by Mercer & Associates had been removed from the agenda and would be presented at the next Board meeting. There were no objections; therefore, adoption of the agenda was so ordered.

Mr. Campbell called for unanimous consent for the approval of the minutes from the September 21, 2016 Board meeting. There were no objections and the adoption of the minutes was so ordered.

Mr. Campbell called for unanimous consent for the approval of the minutes from the October 28, 2016 Special Called Board meeting. There were no objections and the adoption of the minutes was so ordered.

Mr. Campbell asked for guest introductions and noted that he was filling in as the Acting Chair in the absence of Mr. Fred Johnson.

Expenses

Secretary/Treasurer, Larry Fisher, presented the Board’s expense reports for October with office expenses totaling \$66,493.34, ANGEN expenses totaling \$57,335.00, contract expenses totaling \$20,656.83, and committee and board member expenses totaling \$871.56. Mr. Fisher then presented the Board’s expense reports for November with office expenses totaling \$28,897.23, ANGEN expenses totaling \$45,500.00, contract expenses totaling \$22,554.47, and committee and board member expenses totaling \$301.26. In summary, October’s expenses totaled \$145,356.73 and November’s expenses totaled \$97,252.96. Mr. Fisher recommended approval of all expenses. Mr. Campbell called for a motion for the approval of the expense reports and for the authorization to pay those expenses. Melissa Dove made the motion and Roger Wilson 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 and reviewed the total assets and liabilities, total revenue and expenses, and payments to ECDs for September and October of 2016. For September 2016, the total liabilities and assets balanced out to \$23,897,841.46, the total revenue was equal to \$10,388,967.92, the total expenses were \$9,435,019.22, the total ECD cash in bank escrow was \$9,389,518.69 and payments to ECDs totaled \$8,820,957.58. For October 2016, the total liabilities and assets balanced out to \$21,052,500.27, the total revenue was equal to \$8,416,846.63, the total expenses were \$11,217,541.65, the total ECD cash in bank escrow was \$9,789,229.36 and payments to ECDs totaled \$10,680,758.57. Mrs. Missildine recommended approval of the financial statements provided by MDA Professional Group. The Acting Chair called for a motion for the approval of the financial statements. Roger Wilson made the motion and Melissa Dove seconded. There was no discussion and the motion was carried unanimously.

Cost Recovery: Mrs. Missildine provided a report on cost recovery. Cost Recovery reimbursements for November 30, 2016 that were requested and paid in November are as follows:

Cellular South	\$ 19,852.67	(Phase I - recurring)
Pine Belt Wireless	\$ 581.00	(Phase I - recurring)
<u>Southern Linc</u>	<u>\$ 92,476.39</u>	<u>(Phase I - recurring)</u>
Total	\$112,910.06	
Cellular South	\$ 41,152.29	(Phase II - recurring)
Pine Belt Wireless	\$ 8,624.00	(Phase II - recurring)
<u>Southern Linc</u>	<u>\$ 19,604.33</u>	<u>(Phase II - recurring)</u>
Total	\$ 69,380.62	

Mrs. Missildine sought approval of the payment of the cost recovery reimbursements. Mr. Campbell called for a motion to approve the cost recovery payments. Roger Wilson made the motion, Melissa Dove seconded. There was no discussion and the motion was carried unanimously.

Mrs. Missildine noted that MDA Professional Group was currently accepting cost recovery reimbursement plans from carriers through the deadline of November 30, 2016, so they will be on the agenda for approval in January.

Grants: Mrs. Missildine provided project status reports for Grant Cycle 2. She reported that all conditions were met by Grant Cycle 3 awardees and checks were issued on October 20, 2016.

D & O Insurance: Mrs. Missildine reported that four (4) quotes had been provided for consideration. The best value and appropriate coverage for the Board was the proposal from One Beacon and was executed on the Board's behalf on October 8, 2016. A link to the policy was provided in the Board packet.

Training: Mrs. Missildine provided an update on training being sponsored by the Alabama 9-1-1 Board. She reminded the Board of the upcoming Center Manager Certification Program (CMCP) course in Birmingham on January 30, 2017. She shared that the training portal with High Impact Training Solutions (HITS) had 329 enrolled users as of November 14, 2016. Due to expressed interest from the Districts, 100 more licenses have been approved. Enrollment details were provided in the Board packet.

Committee Seats: Mrs. Missildine shared the following list of existing committees:

- Policy & Legislative — Chair Chad Sowell, Chris Heger, Betty Sanders
- ANGEN — Chair Alan Campbell, John Nettles, Roger Wilson
- Finance & Grants — Chair Evelyn Causey, Melissa Dove, Robert Smith
- Evaluation & Personnel — Chair Fred Johnson, Wayne Hutchens, *Vacancy*

Mrs. Missildine suggested the following changes to the Board's Acting Chair for his consideration:

- Policy & Legislative Committee to be renamed the Governance Committee,
- ANGEN Committee to be renamed Technical Committee,
- Finance & Grants Committee to be simply Finance, and
- Evaluation & Personnel Committee to be replaced with an Education & Outreach Committee

Mrs. Missildine shared that she would like to tentatively schedule an initial committee meeting with each group prior to the January meeting of the Board for purposes of establishing roles, responsibilities, etc. for each. Committee appointments were made at the end of the meeting.

Contract Review: Mrs. Missildine shared that the Board's contract with Maynard Cooper & Gale PC was on the agenda for Contract Review on November 3, 2016. The purpose of the

contract is for legal representation for the Board in negotiation of the contract for next-generation 9-1-1 services. Mrs. Missildine attended the meeting and the contract was reviewed favorably.

ANGEN: Mrs. Missildine shared the ANGEN statistics for October 2016. She also shared that all of the RFPs had been added to the Board website for review. Mrs. Missildine then gave the floor to Sara Weston of 911 Authority, LLC to present the Master Services Agreement (MSA) Review. Her presentation included discussion on the MSA Language (terms and conditions), Service Level Agreement (SLA), draft project schedule (18 months), pricing, RFP response, and contract.

Ms. Weston stated that a lot of work had already begun so that an accurate timeline could be provided. She also stated that the Board would not pay for anything before it was installed. Mrs. Missildine encouraged the Board members to review the MSA and contact her with any questions or concerns before the January Board meeting.

Committee Reports: Mr. Campbell reported that the ANGEN Committee had met for a work session since the last Board meeting. However, there was no official report from the Committee.

Public Comments: Mr. Russ Robertson introduced himself as the attorney for the City of Jasper, Chief David Clark of Jasper Fire, and Chief J.C. Poe of Jasper Police. He stated that the Jasper ECD was newly adopted in September 2016 by ordinance of the Jasper City Council. A brief discussion on the procedure to begin receiving distributions followed his introduction. Mr. Campbell thanked Mr. Robertson for his attendance and stated that the topic would be addressed during the legal report.

Legal Report: Mr. Sasser proposed a draft letter (included in the Board packet) to the Attorney General in reference to the request for an opinion from the Alabama Statewide 9-1-1 Board on (1) whether a new Emergency Communication District (ECD) may be established within a county that is already being served by an existing ECD and (2) if so, how the new ECD would be funded. He asked the Board to review the letter and stated he would like to send it by December 1, 2016. Mr. Campbell called for a motion to submit the letter to the Attorney General. Chris Heger made the motion, John Nettles seconded. Roger Wilson abstained. There was no discussion and the motion was carried. Mr. Campbell stated that the Board would await the Attorney General's advice before moving forward with this issue.

Mr. Campbell called for a motion to accept the Consulting Agreement between the Alabama 9-1-1 Board and Ellison 911 Consulting, LLC. Chris Heger made the motion, Roger Wilson seconded. There was no discussion and the motion was carried unanimously.

Mr. Campbell called for a motion to accept the Contract between the Alabama 9-1-1 Board and James T. Sasser. Roger Wilson made the motion, Chris Heger seconded. There was no discussion and the motion was carried unanimously.

Mr. Campbell called for a motion to accept the proposed engagement letter from Mercer & Associates, PC to conduct the 2016 audit. Roger Wilson made the motion, Wayne Hutchens seconded. There was no discussion and the motion was carried unanimously.

Mr. Sasser reported that the Alabama 9-1-1 Board had settled with iWireless. A mediation with Ooma is scheduled for December 6, 2016. Mr. Sasser recommended a member of the Executive Committee attend the mediation with Mrs. Missildine.

Committee Appointments: Mr. Alan Campbell, Acting Chair, announced the following Committee Appointments:

- Governance Committee
 - Chair Chad Sowell, Chris Heger, Wayne Hutchens
- Technical Committee
 - Chair Alan Campbell, John Nettles, Roger Wilson
- Finance Committee
 - Chair Larry Fisher, Evelyn Causey, Robert Smith
- Education & Outreach Committee
 - Melissa Dove, Betty Sanders, Ryan Welty

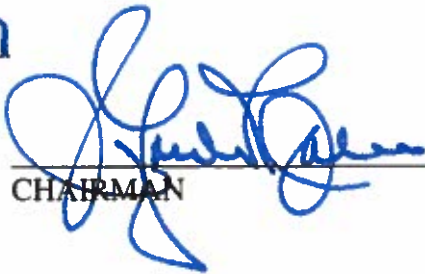
The Acting Chairman noted the next meeting was January 18, 2017 at 10:00 a.m.

Mr. Campbell called for a motion to adjourn. Roger Wilson made the motion and Chris Heger seconded. There were no objections and the adjournment of the meeting was so ordered at 11:01 a.m.

Approved this 18th day of January, 2017



SECRETARY/TREASURER



CHAIRMAN

MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board Date/Time: November 16, 2016 @ 10:00 a.m.
 Acting Chairman: Alan Campbell Location: 1 Commerce Street, Montgomery, AL 36104
 Type: Regular Purpose: Board Meeting

Name	Title	Agency/Company	Phone	E-Mail
Roger C. Humphrey	Advisory	Alhanna Co E911	256-734-0911	rhumphrey@alhanna911.org
John Schremsler	Director	Centurylink.com	334-531-8987	john.j.schremsler@centurylink.com
Josh Yeager	Account Manager	AT&T	334-652-4258	jyφ14k@att.com
Greg Siles	911 Director	B'han ECD	205-500-0444	gsiles@luciferinc.com
Charlie McNeal	9-1-1 Director	Mobile Comby	251-639-2330	cmcneal@mccl911.com
Mark Smooty	Facsim	INdigital	577-465-2210	mgsmy@indigital.net
Sue Woster	consultant	911 Authority	714-544-0252	sue.woster@wostersolutions.com
Joe McCawley	Consultant	911 Authority	714-24-5534	joe1@911authority.com
L. F. Dwan	Rel Chair	Secom Authority	334-216-3503	ldwan@secor.com
Caleb Brant	Director	Blant-911	205-625-4111	caleb@blant-911.org
Jeannette Martin	Emergency Coordinator	Suttonville	205-1257	jeannette@suttonville.com
Laura Under	Revenue Examiner	ADDC	353-8153	laura.under@revenue.alabama.gov