

**ALABAMA 9-1-1 BOARD MEETING**  
**1 Commerce Street**  
**Montgomery, AL 36104**  
 Minutes of 11/14/2018

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, Board Chair, 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 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 checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Fred Johnson	<input type="checkbox"/> Present <input checked="" 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 type="checkbox"/> Present <input checked="" 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 then called for the unanimous consent for the approval of the minutes from the September 19, 2018 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.

## **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, travel, and action items for September and October. She shared that the Gulf Coast Conference in October went well and there was a great deal of interaction and information sharing. She also reported that we are still waiting for the release of the Federal Grant Application, work will continue towards preparing for the application.

Mrs. Weston continued her report with review of ANGEN items to come which included continued planning with INdigital, continued work on and refining the PSAP cutover strategies, continued support for legislative updates and updating the State Plan. She then turned the floor over to Mr. Caleb Branch, Market Manager for INdigital.

Mr. Branch began with a report on several milestone dates and goals that are upcoming in the ANGEN project. He also reported on current activities focused on the ANGEN 2.0 network buildout. Mr. Branch reported on upcoming PSAP Outreach with a review of the Regional AL911.net User Training dates:

- i. December 4th - Jasper
- ii. December 6th - Guntersville
- iii. December 18th - Montgomery
- iv. December 19th - Alexander City
- v. January 29th - Livingston
- vi. January 31st - Mobile

He encouraged participation to learn the features and functions of ANGEN.

Mr. Branch concluded his report with a review of graphs indicating call counts, trouble ticket comparisons, project phase summaries, and an ANGEN status map.

## **Legal Report:**

Mr. Jim Sasser, General Counsel to the Board, had no report.

## **Financial Report:**

Mr. Ron Cooley, the Board's Financial Analyst, provided the Board with the financial reports for both FYE 2018 and one month ending October 31, 2018. Mr. Cooley presented the Board with a series of financial statements that included all accounts as well as individual accounts.

Mrs. Melissa Dove made a motion to accept the financial statements for FYE 2018; seconded by Mr. Robert Smith. There were no objections; therefore, the motion was carried.

Mr. Robert Smith made a motion to accept the financial statements for October 2018; seconded by Mr. Alan Campbell. There were no objections; therefore, the motion was carried.

## **Director's Report:**

Mrs. Leah Missildine began the Director's report by presenting the Board meeting dates and staff holidays for 2019.

### **Board Meetings**

- January 16, 2019
- March 20, 2019
- May 15, 2019
- July 17, 2019
- September 18, 2019
- November 20, 2019

### **Holidays**

- New Year's Day, Tuesday, January 1
- REL/MLK, Monday, January 21
- President's Day, Monday, February 18
- Memorial Day, Monday, May 27
- Independence Day, Thursday, July 4
- Labor Day, Monday, September 2
- Columbus Day, Monday, October 14
- Veterans Day, Monday, November 11
- Thanksgiving, Thursday, November 28
- Day-after-Thanksgiving, Friday, November 29
- Christmas Eve, Tuesday, December 24
- Christmas Day, Wednesday, December 25
- New Year's Eve, Tuesday, December 31

Mrs. Missildine continued with reporting on the Board's exit conference with the Examiner's Office. She reported on existing and new findings and that the Examiner's office has recommended the adoption of a rule to establish policies and procedures to fund advisory services and training for Districts.

Mrs. Missildine also reported that the Examiner's Office had reworked the Annual ECD Reporting Form which is due on November 30 each year. She stated the new form had been circulated to all the Districts with a reminder for completion.

Mrs. Missildine then presented the Board with an update on the Blount County/Leeds Consolidation. She then asked Mr. Neal Brooks, Blount County Interim 9-1-1 Director, to share an overview of the project.

Mr. Brooks presented a timeline of work that was required to have a successful consolidation. He stated he would suggest an 18-month planning period for anyone who might be interested in consolidation. He explained the process of collaboration between vendors and service providers and how the transition occurred. Chief Charles Parsons, Leeds Fire Department, also addressed the Board and offered a positive review of the smooth transition and spoke to the improvements that are being felt immediately by his first responders and the citizens of Leeds. He offered several examples of improved safety, call times, and responsiveness from Communications. Mr. Scott Barnett, General Counsel for the City of Leeds, also spoke to express his satisfaction in the transition and echoed the remarks of Mr. Brooks and Chief Parsons.

Mrs. Missildine discussed the Federal Grant funding program and reported that we are waiting for the funding allocation and application to be published.

Mrs. Missildine then presented the Board with a summary of Grant Cycle 4 and explained the process of evaluation for each project and the prioritization of project types. She reported there

were 17 projects for a total request of \$2,251,765.74. She also reported that 7 Districts requested stand-alone CPE, which totaled nearly \$1.5 million. The Board staff consulted the proposing vendor and asked for alternative options. The vendor offered a hosted CPE solution to the Districts and met with those Grant Cycle applicants to assess interest.

Mrs. Missildine made the recommendation to the Board to award \$581,190.00 to 6 Districts for a hosted next-generation CPE solution.

Mr. Wayne Hutchens made a motion to approve Grant Cycle 4 Award for a hosted CPE not to exceed \$581,190.00; seconded by Mr. Alan Campbell. There were no objections; therefore, the motion was carried. Mrs. Melissa Dove abstained from voting.

Mrs. Missildine continued with Grant Cycle Awards for the remaining projects requested which total \$267,151.32 and made the recommendation to the Board to approve the awarding of these funds to complete Grant Cycle 4.

Mr. Alan Campbell made a motion to approve the remaining Grant Cycle 4 Awards; seconded by Mr. Robert Smith. There were no objections; therefore, the motion was carried. Mrs. Melissa Dove abstained from voting.

Mrs. Missildine presented a progress report on the Alabama EMD Program offering statistics of participation throughout the program and training. She summarized EMD coverage in Alabama and explained that based on agency-reported data at least 92% of Alabama's population is receiving EMD service today.

Mrs. Missildine advised the Board that she is still receiving quotes from different agencies for worker's compensation insurance.

She also advised the Board that the legal services contract is due for an RFP which will be released in December, proposals will be reviewed at the January 2019 Board meeting. She made a recommendation to the Board to authorize the staff to release an RFP for legal services for the calendar year 2019.

Mr. Alan Campbell made the motion to authorize staff to release an RFP for legal services; Mr. Wayne Hutchens seconded. There were no objections; therefore, the motion was carried.

Mrs. Missildine also advised the Board that the professional consulting services contract with 911 Authority is due to be renewed. She made a recommendation to the Board to continue the contract with 911 Authority for the next two years.

Mrs. Melissa Dove made the motion to continue the contract with 911 Authority; Mr. Robert Smith seconded. There were no objections; therefore, the motion was carried.

Mrs. Missildine continued her report with a discussion about Cost Recovery. She reported that we are currently accepting Cost Recovery plans which are due November 30, 2018. Those plans will be reviewed and presented for approval at the January 2019 Board meeting. She also made a

recommendation to the Board to declare \$2 million excess in Cost Recovery funds to be distributed back to the Districts.

Mr. Wayne Hutchens made a motion to declare \$2 million excess Cost Recovery funds to be distributed back to the Districts; Mrs. Melissa Dove seconded. There were no objections; therefore, the motion was carried.

Mrs. Missildine concluded the Director's report by sharing upcoming training and events:

<b>When</b>	<b>What</b>	<b>Where</b>
November 15-16, 2018	Alabama Emergency Medical Dispatch Program Phase 1 Instructor Course	Alabama 9-1-1 Board, Montgomery, AL
November 27, 2018	Overcoming Negativity	Palisades Park, Oneonta, AL
December 4, 2018	AL911.net User Training	Jasper Civic Center, Jasper, AL
December 6, 2018	AL911.net User Training	Guntersville Recreation Center, Guntersville, AL
December 18, 2018	AL911.net User Training	Alabama 9-1-1 Board, Montgomery, AL
December 19, 2018	AL911.net User Training	Central Alabama Community College, Alexander City, AL
January 7-9, 2019	Center Training Officer Program (CTO)	Baldwin County Commission Central Annex Building, Robertsdale, AL
January 29-31, 2019	9-1-1 Center Supervisor Program	Athens State University, Athens, AL
January 29, 2019	AL911.net User Training	University of West Alabama Student Union Building, Livingston, AL
January 31, 2019	AL911.net User Training	Mobile County EMA, Mobile, AL
February 4-8, 2019	Center Manager Certification Program (CMCP)	Baldwin County 9-1-1 Center, Robertsdale, AL
March 4-6, 2019	Center Training Officer Program CTO)	Montgomery, AL
April 16-18, 2019	9-1-1 Center Supervisor Program-	Elmore County, AL
May 6-8, 2019	Center Training Office Program	DeKalb County 9-1-1
June 4, 2019	Recruit, Hire, Retain, & Promote for Success-	Alabama 9-1-1 Board, Montgomery, AL
July 9, 2019	Recruit, Hire, Retain, & Promote for Success	Birmingham 9-1-1
August 6, 2019	Quality Assurance: Achieving QA/QI in the PSAP	To be determined in West Central Alabama
September 17, 2019	Quality Assurance: Achieving QA/QI in the PSAP	Central Alabama Community College, Alexander City, AL

## Upcoming Events

- 11/13 Board Work Session (Montgomery)
- 11/14 Board Meeting (Montgomery)
- 11/22 Thanksgiving Holiday
- 11/23 Day after Thanksgiving Holiday
- 12/3-4 School Safety Summit (Orange Beach)
- 12/5 Boards and Commissions Training (Montgomery)
- 12/5-6 ACCA Legislative Conference (Montgomery)
- 12/24 Christmas Eve Holiday
- 12/25 Christmas Day Holiday
- 12/31 New Year's Eve Holiday

## Committee Reports:

### *Finance Committee:*

Mrs. Missildine discussed the Finance Committee report and stated there was no formal recommendation for action from the committee. The report contains a summary of activities from the deliberation of the Grant Cycle 4 awards.

Mr. Robert Smith made a motion to accept the Finance Committee report; Mr. Jeremy Williams seconded. There were no objections; therefore, the motion was carried.

### *Executive Committee:*

Mr. Alan Campbell, Vice Chair, presented the Executive Committee report. He offered a very favorable review of Mrs. Missildine's performance and recommended the Board grant the Executive Director a one-step raise. Mrs. Causey also stated the raise would be retroactive to August 1, 2018.

Mrs. Melissa Dove made a motion to accept the Executive Committee report; Mr. Robert Smith seconded. There were no objections; therefore, the motion was carried.

## Committee Appointments:

Mrs. Evelyn Causey announced the following committee assignments:

Education and Outreach: Melissa Dove, Fred Johnson, Jeremy Williams

Governance: Chris Heger, Wayne Hutchens, Tim Webb

Finance: Larry Fisher, Robert Smith, Terry Womack

Technical: John Nettles, Alan Campbell, Brandon Wallace

Mrs. Causey called for a motion to approve these committee assignments. Mr. Robert Smith made the motion; Mr. Brandon Wallace seconded. There were no objections; therefore, the motion was carried.

**Public Comments:**

There were no public comments.

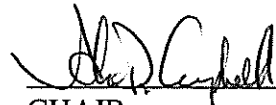
**Adjournment:**

The next scheduled meeting will be held January 16, 2019, at 10:00 a.m.

Mr. Campbell called for a motion to adjourn. The motion was made by Mr. Robert Smith, seconded by Mr. Wayne Hutchens. There were no objections and the adjournment of the meeting was so ordered at 11:20 a. m.

Approved this 16<sup>th</sup> day January 2019.

  
\_\_\_\_\_  
SECRETARY/TREASURER

  
\_\_\_\_\_  
CHAIR

# MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board

Date/Time: November 14, 2018 @ 10:00 am

Chairman: Evelyn Causey

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

Type: Regular

Purpose: Board meeting

Name	Title	Agency/Company	E-Mail	Signature
Blair, Ernie	CEO	HMC 9-1-1	<a href="mailto:eblair@madco911.com">eblair@madco911.com</a>	
Blue, Clarence III	Coordinator	Bullock County 9-1-1	<a href="mailto:bullockcoe911@ustconline.net">bullockcoe911@ustconline.net</a>	<i>Clarence M. Blue III</i>
Branch, Caleb	<del>Director</del> <i>Asst. Dir.</i>	<del>Blount County 9-1-1</del> <i>Blount County 9-1-1</i>	<del><a href="mailto:clbranch@indystat.com">clbranch@indystat.com</a></del> <del><a href="mailto:eslee@blount911.org">eslee@blount911.org</a></del>	<i>Caleb Branch</i>
Briggs, Jon	MCSO	Montgomery County SO	<a href="mailto:Johnbriggs@mc-ala.org">Johnbriggs@mc-ala.org</a>	
Britain, Holly	Director	Dothan/ Houston County 9-1-1	<a href="mailto:habritain@dothan.org">habritain@dothan.org</a>	
Brodeur, Bill	Special Projects	Etowah County 9-1-1	<a href="mailto:bbrodeur@etowahcounty911.com">bbrodeur@etowahcounty911.com</a>	<i>Bill Brodeur</i>
Brooks, Neal	Ops Manager	Blount County 9-1-1	<a href="mailto:neal@blount911.org">neal@blount911.org</a>	<i>Neal Brooks</i>
Brown, Clay	Asst. Director	Covington County 9-1-1	<a href="mailto:clay@andycomputer.com">clay@andycomputer.com</a>	
Campbell, Alan	Director	Shelby County 9-1-1	<a href="mailto:acampbell@shelby911.org">acampbell@shelby911.org</a>	<i>Alan Campbell</i>
Carpenter, Melissa	Director	Autauga County 9-1-1	<a href="mailto:Melissa@autauga911.com">Melissa@autauga911.com</a>	<i>Melissa Carpenter</i>
Causey, Evelyn	President/ COO	Hayneville Telephone	<a href="mailto:ecausey@htcnet.net">ecausey@htcnet.net</a>	<i>E. Causey</i>
Chandler, Melinda	Chief of Staff	City of Montgomery 9-1-1	<a href="mailto:mchandler@montgomeryal.gov">mchandler@montgomeryal.gov</a>	
Cunningham, Alan	Tech. Project Manager	MSFC Joint 9-1-1 Center	<a href="mailto:Alan.cunningham@NASA.gov">Alan.cunningham@NASA.gov</a>	<i>Alan Cunningham</i>




MEETING SIGN-IN SHEET			
Alabama 9-1-1 Board		November 14 (HMA)	
Agency:	Alabama 9-1-1 Board	Date/Time:	September 19, 2018 @ 10:00 am
Chairman:	<del>Alan Campbell</del> Evelyn Carver	Location:	1 Commerce Street, Suite 620 Montgomery, AL 36104
Type:	Regular	Purpose:	Board meeting

Name	Title	Agency/Company	E-Mail	Signature
Dove, Melissa	Director	Wilcox 9-1-1	<a href="mailto:Wilcox911@yahoo.com">Wilcox911@yahoo.com</a>	Melissa Dove
Fisher, Larry	Director	City of Montgomery ECD	<a href="mailto:lfisher@montgomeryal.gov">lfisher@montgomeryal.gov</a>	Larry Q. Fisher
Fleming, Jim		RPSS	<a href="mailto:Jim.Fleming@rpss911.com">Jim.Fleming@rpss911.com</a>	
Fortner, Mark	VP	INdigital	<a href="mailto:mfortner@indigital.net">mfortner@indigital.net</a>	
Hartman, Eric	VP	INdigital	<a href="mailto:ehartman@indigital.net">ehartman@indigital.net</a>	
Grabryan, George	EMA/ 911 Director	Lauderdale County 9-1-1	<a href="mailto:ggrabryan@florencelal.org">ggrabryan@florencelal.org</a>	
Grady, Mark	Founder	INdigital	<a href="mailto:mgrady@indigital.net">mgrady@indigital.net</a>	
Heger, Chris	Director	Baldwin County ECD	<a href="mailto:cheget@gulftel.com">cheget@gulftel.com</a>	
Hutchens, Wayne	Asst. VP	AT&T	<a href="mailto:Ch3429@att.com">Ch3429@att.com</a>	Wayne Hutchens
Humphrey, Roger	Adviser	Cullman County 9-1-1	<a href="mailto:rhumphrey@cullman911.org">rhumphrey@cullman911.org</a>	

# MEETING SIGN-IN SHEET

November 14 (Sun)








<b>Agency:</b>	Alabama 9-1-1 Board	<b>Date/Time:</b>	September 19, 2018 @ 10:00 am
<b>Chairman:</b>	Alan Campbell Evelyn Carney	<b>Location:</b>	1 Commerce Street, Suite 620 Montgomery, AL 36104
<b>Type:</b>	Regular	<b>Purpose:</b>	Board meeting

Name	Title	Agency/Company	E-Mail	Signature
Isaac, Johnny	Greene County 9-1-1 Board	Green County 9-1-1	<a href="mailto:Johnnyisaac58@yahoo.com">Johnnyisaac58@yahoo.com</a>	
Jackson, Stacey	Director	Covington County 9-1-1	<a href="mailto:Jackson.911@yahoo.com">Jackson.911@yahoo.com</a>	
Johnson, Fred	Chief Exec Officer	Farmers Telecommunications	<a href="mailto:fjohnson@staff.farmerstel.com">fjohnson@staff.farmerstel.com</a>	
Kennedy, Victor	Director	Talladega County 9-1-1	<a href="mailto:vkennedy@talledega911.org">vkennedy@talledega911.org</a>	
Lee, Michael	Deputy Director	Jefferson County 9-1-1	<a href="mailto:Leemg@jeffcoal911.org">Leemg@jeffcoal911.org</a>	
Martin, Jean	Emergency Services	Southern Linc	<a href="mailto:jhmartin@southernlinc.com">jhmartin@southernlinc.com</a>	
Martinez, Ricardo	Director of Comm	Indigital	<a href="mailto:rmartinez@indigital.net">rmartinez@indigital.net</a>	
McLamley, Joel	Consultant	911 Authority	<a href="mailto:joel@911authority.com">joel@911authority.com</a>	
McNichol, Charlie	Director	MCCD	<a href="mailto:cmcnichol@mccd911.com">cmcnichol@mccd911.com</a>	
Moore, Linda	911 Manager	City of Hoover 9-1-1	<a href="mailto:moorel@ci.hoover.al.us">moorel@ci.hoover.al.us</a>	
Nettles, John	President	Pine Belt Telephone	<a href="mailto:john@pinebelt.net">john@pinebelt.net</a>	
Ryan, Terry	Manager	RPSS	<a href="mailto:Terry.ryan@rpss911.com">Terry.ryan@rpss911.com</a>	
Sasser, Jim	Attorney	9-1-1 Board	<a href="mailto:jtsasserlaw@gmail.com">jtsasserlaw@gmail.com</a>	



# MEETING SIGN-IN SHEET

November 12 (AMF)

Agency: Alabama 9-1-1 Board		Date/Time:	September 19, 2018 @ 10:00 am	
Chairman: Alan Campbell Evelyn Caossey		Location:	1 Commerce Street, Suite 620 Montgomery, AL 36104	
Type:	Regular	Purpose:	Board meeting	
Scott, Terra	Asst. Director	Chilton County 9-1-1	<a href="mailto:tscott@chilton911.org">tscott@chilton911.org</a>	
Short, Larry	VP	INDigital	<a href="mailto:Lshort@Indigital.net">Lshort@Indigital.net</a>	
Silas, Greg	Director	City of Birmingham 9-1-1	<a href="mailto:greg.silas@birminghamal.gov">greg.silas@birminghamal.gov</a>	
Smith, Robert	Sr. Manager	Charter Communications	<a href="mailto:Robert.smith9@charter.com">Robert.smith9@charter.com</a>	
Sowell, Chad	Director	Henry County 9-1-1	<a href="mailto:csowell@henrycountyal.net">csowell@henrycountyal.net</a>	
Stricklin, Scott	Director	Crenshaw County 9-1-1	<a href="mailto:e911@troycable.net">e911@troycable.net</a>	
Summerford, Howard	Director	Jefferson County 9-1-1	<a href="mailto:summerfordh@jeffcoal911.org">summerfordh@jeffcoal911.org</a>	
Wallace, Brandon	Director	Limestone County 9-1-1	<a href="mailto:brandon@alc911.org">brandon@alc911.org</a>	
Webb, Steven T	Chief Admin.	Jefferson County 9-1-1	<a href="mailto:webbs@jeffcoal911.org">webbs@jeffcoal911.org</a>	
Webb, Tim	Director	Winston County 9-1-1	<a href="mailto:Winston008@centurytel.net">Winston008@centurytel.net</a>	
Weston, Sara	Consultant	911 Authority	<a href="mailto:Sara.weston@911authority.com">Sara.weston@911authority.com</a>	
Williams, Jeremy	Director	Geneva County 9-1-1	<a href="mailto:jwilliams@34entral.com">jwilliams@34entral.com</a>	
Williams, Vicki	Examiner	ADOR	<a href="mailto:Victoria.williams@revenue.alabama.gov">Victoria.williams@revenue.alabama.gov</a>	
Womack, Terry	General Manager	CableONE	<a href="mailto:Terry.womack@cableone.biz">Terry.womack@cableone.biz</a>	

# MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board

Chairman: ~~Alan Campbell~~  
Evelyn Causey

Type: Regular

Date/Time: September 19, 2018 @ 10:00 am

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

Purpose: Board meeting

Name	Title	Agency/Company	E-Mail	Signature
Wright, Dan	Director	Chilton County 9-1-1	<a href="mailto:dwright@chilton911.org">dwright@chilton911.org</a>	
Yeager, Josh	Account Manager	AT & T	<a href="mailto:Jv014k@att.com">Jv014k@att.com</a>	
Wendy Day	Consultant	911 Authority	<a href="mailto:wendy.day@911authority.com">wendy.day@911authority.com</a>	
Parsons, Charles	Chief	Leeds F.D.	<a href="mailto:cparsons@leedsalabama.gov">cparsons@leedsalabama.gov</a>	
Scott Barnett	Counsel	Leeds	<a href="mailto:sharnett@bbslawfirms.com">sharnett@bbslawfirms.com</a>	
Don Jones	911 Coordinator	Enterprise 911	<a href="mailto:jones@enterprise911.com">jones@enterprise911.com</a>	
Evelyn Causey				