

ALABAMA 9-1-1 BOARD MEETING

1 Commerce Street
Main Floor Conference Room
Montgomery, AL 36104
Minutes of September 17, 2014

Prior notice of this regularly scheduled meeting of the Alabama 9-1-1 Board was given in accordance with the Alabama Open Meetings Act. A conference bridge was established for a Board member unable to attend due to a family illness.

The roll was called as follows by the Board Chairman, Ernie Blair:

Ernie Blair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Riley Blount, Vice Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Alan Campbell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Melissa Dove	<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	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Jerry Renfro	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Betty Sanders	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent (joined via teleconference*)
Donnie Smith, Secretary/Treasurer	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Chad Sowell	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Roger Wilson, Chairman	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established. Chairman Ernie Blair who acted as presiding officer of the meeting called the meeting to order at 10:00 a.m. Chairman Blair respectfully requested everyone's support and assistance as he takes on a new role on the Board and spoke of some misunderstandings that have occurred in the past weeks noting that they had been addressed and resolved.

The Chairman entertained a motion to approve the agenda. Roger Wilson made the motion and Jerry Renfro seconded this. There was no discussion. A vote was taken and the motion was carried unanimously.

The Chairman entertained a motion to approve the minutes from the August Board meeting. Donnie Smith made the motion and Fred Johnson seconded this. There was no discussion. A vote was taken and the motion was carried with Chad Sowell abstaining due to his absence from last month's meeting. (**Betty Sanders joined via teleconference at this time.*)

Cost Recovery Report:

Mr. Brodeur reported the following Cost Recovery reimbursements for September 30, 2014 that were paid in September are as follows:

Cellular South for \$9,112.38 (Phase I-recurring)
Cellular South for \$18,899.81 (Phase II-recurring)

He recommended approval of all, as these are all within their plans. The Chairman entertained a motion to approve the Cost Recovery report; Donnie Smith made a motion to approve these payments and Roger Wilson seconded this. There was no discussion. A vote was taken and the motion was carried unanimously.

Financial Report:

Donnie Smith presented the Board's expense reports for the previous month with board member expenses totaling \$1,251.34, committee member expenses totaling \$316.88, contract expenses totaling \$17,625.15, ANGEN expenses totaling \$53,450.00, and office expenses totaling \$7,679.28.

The breakdown of all expenses is as follows:

Roger Wilson for \$295.12 (Board Meeting),
Ernie Blair for \$372.88 (Board Meeting),
John Nettles for \$61.02 (Board Meeting),
Donnie Smith for \$100.85 (Board Meeting),
Alan Campbell for \$160.46 (Board Meeting),
Melissa Dove for \$95.25 (Board Meeting),
Chris Heger for \$165.76 (Board Meeting),
Bill Brodeur for \$316.88 (Cost Recovery),
Ellison Consulting for \$200.00 (website),
MDA Professional Group for \$8,426.61 (accounting),
Jim Sasser for \$8,998.54 (attorney-routine & litigation),
Bandwidth for \$53,450.00 (ANGEN),
WEX for \$70.88 (fuel),
SEIB for \$1,521.00 (state insurance),
One Commerce Holding for \$2,465.00 (office space & parking),
GE Capital for \$424.91 (office equipment lease),
Wells Fargo for \$3,107.43 (credit card-conferences/travel and office), and
Eternal Networks for \$90.06 (four months of off-site file/data storage).

Jerry Renfroe made a motion to approve payment of all board expenses and Alan Campbell seconded this after Roger Wilson's question regarding fuel charges was answered. A vote was taken and the motion was carried unanimously.

Legal Report:

Jim Sasser began his report by discussing the latest version of Emergency Rule 585-X-1-.08 that he passed out at the beginning of today's meeting. He reviewed the changes of this version from those provided in the Board's packet. The emergency rule will remain in effect for 120 days and is expected to be filed today.

Fred Johnson reminded the Chairman that there was a motion on the table for discussion picked up from last month's Board meeting and moved, as he voted in the majority, to amend the motion to provide for the issuance of the emergency rule as presented to the Board in its current form only. Chris Heger seconded the motion. Fred Johnson requested clarification from the 9-1-

1 community regarding unique addressing for multi-tenant structures and application of the 300 line cap for said locations. The Board agreed that the amended portion of the emergency rule on the table, i.e. (6), plainly stated the intent and application. A vote was taken and the motion was carried unanimously.

Mr. Sasser then stated that the Board would need to go into Executive Session due to ongoing litigation; however, Board members were amenable to postponing Executive Session until the end of the meeting for the benefit of the audience.

Accountants' Report:

Ralph Dowdy of MDA Professional Group began the accountants' report by introducing Kristina Hutcherson, who has been with MDA for 11 years and is primarily assigned to the 9-1-1 Board's business. Mr. Dowdy reminded the Board that we are two weeks shy of the end of the fiscal year and that the monthly financial statement in their packet includes numbers through August 31st.

Mr. Dowdy then posed to Mr. Sasser the question of when to apply the population change that took effect on August 1st to the population distribution. Mr. Wilson inquired about the change having already been applied. Mr. Dowdy shared that MDA, in keeping with tradition, had applied the population change to the July distribution, but upon notification of the administrative rule made the necessary changes to revert back to distributing based on the former population statistics until the Board and/or counsel could decide when to apply the new population. Mr. Wilson inquired if the make-whole amount was being considered throughout the process, to which Mr. Dowdy and Mr. Jackson advised that the make-whole amount is still being tracked and measured against with all distributions. After some discussion by Board members, Alan Campbell made a motion for the population change to effect distributions starting October 1st. Jerry Renfro seconded the motion. There was no discussion. A vote was taken and the motion was carried unanimously.

Mr. Dowdy then reviewed the following:

• Assets		
• Current		\$13,492,903.97
• Fixed		\$ 20,488.00
• Total		\$13,513,391.97
• Liabilities & Fund Equity		
• Total liabilities		\$ 23,332.58
• Total fund equity		\$13,490,059.39
• Total		\$13,513,391.97
• Revenue & Expenses		
	<u>Current Month</u>	<u>YTD</u>
• Total Revenue	\$ 8,509,298.33	\$88,154,311.22
• Total Expenses	\$ 8,161,099.89	\$91,669,541.79
Excess	\$ 348,198.44	(\$ 3,515,230.57)
• Escrow Accounts		
• Cash in bank escrow accounts		\$ 3,661,420.21
• Payments to ECDs		
	<u>Current Month</u>	<u>YTD</u>
Total	\$ 7,910,132.38	\$87,295,812.76

Next, Mr. Dowdy then reviewed the connections reported last month. Prepaid connections averaged approximately 846,175 and wireless connections equaled approximately 2,970,734, while wireline averaged around 1,667,529. Total connections reported are averaging about 5.5 million per month.

The Chairman entertained a motion to approve the financial statement. Jerry Renfroe made the motion and Donnie Smith seconded this. There was no discussion. A vote was taken and the motion was carried unanimously.

Executive Director's Report:

The Chairman introduced the Executive Director's report by recognizing Jason Jackson's recent passage of the final component of the CPA program he's been pursuing.

Mr. Jackson began his report with an ANGEN update starting with carriers. He reported AT&T is still on track to complete conversion by mid-November 2014. C Spire had a trunking issue that has been resolved, which will allow for their four PSAPs to be converted soon. SouthernLINC, Sprint, and Verizon conversions are completed. PineBelt has only one PSAP remaining, but are still awaiting a tower upgrade to reach completion. Over 133,000 calls were routed through ANGEN in August. He noted that a significant number of abandoned calls are being detected by ANGEN that are likely due to a routing issue with a specific carrier. Engineers plan to meet to continue looking into this issue. Most of these calls are never reaching the PSAP and may not even be 9-1-1 calls. The last ANGEN-related update that Mr. Jackson spoke of had to do with the upcoming milestone for Bandwidth, which is due by October 1st. The milestone reads, "Bandwidth has delivered final s/w to the production network that supports 2 IP-capable call handling vendors. Bandwidth Dashboard is accessible and able to support use by all PSAPs." Bandwidth is optimistic that this milestone will be met.

Mr. Jackson informed the Board that the line audit RFP had been posted, but no proposals received as of yet. He also updated the Board on the search to fill the open Administrative Assistant position.

Mr. Jackson then asked the Board to approve an intern program in order for the office to benefit from the resources available at local institutions, while providing an opportunity for students to earn college credit and invaluable experience. He spoke of the benefits of such a program and outlined a couple of ideas for student projects. The Chairman entertained a motion to approve an internship program. Jerry Renfroe made the motion and Chad Sowell seconded this. Donnie Smith expressed his concern over the image of the office as well as the Board and urged that the program participants be utilized to the fullest, so that there will be no unnecessary or idle individuals in the office. A vote was taken and the motion was carried unanimously.

Upcoming contract renewals were Mr. Jackson's next topic for discussion. He stated that the contracts for accounting, AUM, and the attorney were up for renewal in the near future. Mr. Jackson recommended that the accountant's contract be renewed and Donnie Smith made a motion to approve with Wayne Hutchens seconding. Discussion commenced with Alan Campbell and Chad Sowell stating that they would like to see the contract prior to renewal, due to not having been on the

Board at the time of the original contract execution. Others on the Board expressed concern that without the renewal by September 30th the distributions to local ECDs may be affected. Mr. Sasser weighed in that contract review was not an unusual practice and Mr. Dowdy assured that the work of the accounting firm would not be held up due to contract review. At this time, Mr. Campbell made a motion to amend the original motion and postpone voting on the matter until next month; Mr. Sowell seconded. There was no more discussion. A vote was taken and the motion was carried with two nay votes from Fred Johnson and Wayne Hutchens. Mr. Johnson then made a motion, in light of the Board's postponement of contract renewal, to specifically authorize MDA Professional Group, P. C. to continue in its present role, understanding the funds for payment for those services have not been authorized, for another 30 days until the motion is considered. Alan Campbell seconded. There was no discussion. A vote was taken and the motion was carried unanimously.

Mr. Jackson informed the Board that a new contract from AUM is forthcoming and should not exceed \$50,000 over twelve months. He also noted that the attorney's contract is up for renewal in December. Mr. Jackson agreed to provide copies of all existing contracts to the Board.

Mr. Jackson had nothing further to present to the Board, so the Chairman allowed for questions from the Board of the Executive Director. Mr. Johnson asked if the line audit RFP was for the purposes of examining providers to see if they are properly complying with the law; Mr. Jackson answered in the affirmative. Next, Mr. Smith recognized Mr. Jackson's recent efforts in helping prepare financial documents needed by a lending institution in order for his ECD to move forward in their project to build a new 9-1-1 center, elaborating on how the Board's staff was a tremendous asset.

The Chairman requested that those in attendance introduce themselves. He then moved on to committee restructuring and assignment. Chairman Blair made the following appointments:

- Cost Recovery
 - Chair – Bill Brodeur, Donnie Smith, Alan Campbell, Roger Wilson
- Policy & Admin Rule
 - Chair – Roger Wilson, Betty Sanders, Fred Johnson, Riley Blount
- ANGEN
 - Chair – Alan Campbell, Roger Wilson, John Nettles, Betty Sanders, Chris Tucker
- Standards & Training
 - Chair – Larry Fisher, Melissa Dove, Chris Heger, Chad Sowell, John Nettles, Greg Silas
- Finance & Grants
 - Chair – Donnie Smith, Wayne Hutchens, Jerry Renfroe, Melissa Dove, Roger Humphrey
- Evaluation & Personnel
 - Chair – Chris Heger, Jerry Renfroe, Donnie Smith, Riley Blount
- Legislative
 - Chair – Wayne Hutchens, Fred Johnson, Chad Sowell, Alan Campbell
- State Plan Committee
 - Chair – Wayne Hutchens, Chris Heger, Roger Wilson, and Chad Sowell

Public Comments:

The Chairman opened the floor to the public.

Bill Brodeur requested that if anyone needed to give up a room for the upcoming Alabama NENA Gulf Coast Conference at the host hotel, Perdido Beach Resort, there were several agencies in search of rooms there. Chairman Blair added that the next board meeting would follow the closing session of this conference on October 15, 2014 in Orange Beach at Perdido Beach Resort at 10:30 a.m.

Executive Session

The Chairman entertained a motion to go into Executive Session for approximately 20 minutes for the purposes of discussing ongoing litigation. Jerry Renfroe made the motion; Melissa Dove seconded. At 11:03 a.m., the Board went into Executive Session with a Roll Call vote.


Ernie Blair	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Riley Blount	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Alan Campbell	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Melissa Dove	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Chris Heger	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Wayne Hutchens	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Fred Johnson	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
John Nettles	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Jerry Renfroe	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Betty Sanders	<input type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input checked="" type="checkbox"/> Absent (joined via teleconference; non-voting)
Donnie Smith	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Chad Sowell	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent
Roger Wilson	<input checked="" type="checkbox"/> Yea <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/> Absent

At 11:56 a.m., the Chairman entertained a motion to return to Regular Session. Chris Heger made the motion for Chairman Blair and the Executive Director to attend upcoming meetings and Jerry Renfroe seconded. A vote was taken and the motion was carried unanimously. Mr. Sasser had nothing further.

Jerry Renfroe made a motion to adjourn the September 2014 Board meeting, which was seconded by Chris Heger. A vote was taken and the motion was carried unanimously. The meeting was adjourned at 11:58 a.m.

Approved this 16 day of October, 2014


SECRETARY/TREASURER


CHAIRMAN

MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board

Date/Time: September 17, 2014 @ 10:00 AM

Chairman: Ernie Blair

Location: 1 Commerce Street, Montgomery, AL 36104

Type: Regular

Purpose: Monthly Board Meeting

Name	Title	Company	Phone	E-Mail
Charlie McMichael	Deputy Director	Mobile 911	251-629-2368	cmichael@med911.com
Gary Turner	Director	Mobile 911	251-634-2134	gtanner@med911.com
John Schrems	Director	Century Link	334-531-2985	john.j.schrems@centurylink.com
John Hamm	Director of Member Services	ACCA	334-263-7594	jhamm@alabamacounties.org
Alynn Brown	Communications Administrator	City of Auburn	(334) 501-3101	abrown@auburnalabama.org
Candace Miller	911 Mgr	Spire Wireless	770-331-9466	Candace.C.Miller@spire.com
Caleb Branch	Director	Blount Co 9-1-1	205-625-4911	blant911dir@ateko.net
Tessa Thompson	PM	Bandwidth	248-716-3450	thompson@bandwidthllc.com
Marcus Maples	Attorney	Sirote/TracFone	205-930-5144	mmaples@sirote.com
Lee Moore	Consultant	911 Consult	334-451-0513	lee.moore@911consult.com
Rod Coleman	Director	Tascabase Co 911	205-464-0224	rcolman@tascabase.com
Jane Reed	Coordinator	Montgomery Co	334-832-7711	janebrown@mc-cla.org
Victor Kennedy	Director	Talladega County 9-1-1	256-761-4114	vkennedy@talladega911.org

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