

ALABAMA 9-1-1 BOARD MEETING

Minutes of 9/21/2022

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 Ms. Michelle Peel, Program Coordinator for the Board.

Mr. Jeremy Williams, Chair for the Board, called the meeting to order at 10:00 a.m.

The roll was called as follows by Ms. Peel:

Alan Campbell, Vice Chair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Evelyn Causey	<input type="checkbox"/> Present <input checked="" 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 type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Melinda Shonk	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Greg Silas	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Joby Smith	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Robert Smith, Secretary/Treasurer	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Brandon Wallace	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent
Tim Webb	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Absent
Jeremy Williams, Chair	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent

A quorum was established.

Mr. John Nettles joined the meeting at 10:06 a.m.

Mr. Williams called for the unanimous consent for the approval of the agenda. It was unanimously approved with no objections. He then called for approval of the minutes from the July 27, 2022 Board meeting with the public hearing transcript. Mr. Alan Campbell made the motion and Mr. Brandon Wallace seconded it. There were no changes or objections, and the approval of the minutes was ordered. Guest introductions were made.

Mr. Williams turned the meeting over to Ms. Missildine, Executive Director for the Board, for committee reports.

Committee Reports

Joint Finance and Governance Committee Report

Ms. Missildine began with the report of the Finance and Governance Committee meeting. These two committees met jointly in Montgomery on Wednesday, September 7, 2022. The purpose of the meeting was to review the recommended budget for FY2023 and the Board's budget processes. Robert Smith called the meeting to order and roll was taken. Finance Committee

members Robert Smith and Greg Silas were present. Governance Committee member Tim Webb was present in person; committee chair, Wayne Hutchens was present virtually. A quorum was established for the Finance Committee only. Once the agenda was approved, Ms. Missildine began committee meeting by recapping the Board's approval of staff producing programmatic budgets of the Reserve Fund, in addition to the operational budget, for recommendation during the annual fiscal year budgeting period. She then discussed the proposed ANGEN Fund budget and highlighted the items that would be included within that program budget for FY2023. The ANGEN Fund budget would incorporate costs associated with ESInet and Core Services, GIS, carrier cost recovery, legacy cost reimbursement, and language translation services. Ms. Missildine spoke in detail about service contract renewals or renegotiations that would take place within the fiscal year that directly affect the proposed budget for this fund. She pointed out that the Board's GIS professionals would be included because 100% of their time is spent on the NG9-1-1 initiative. The Finance Committee members approved the proposed ANGEN Fund budget.

Ms. Missildine then presented the proposed Certification budget to the committees. She provided a very brief overview of the data analysis that has been conducted by staff regarding telecommunicator certification and the categories that personnel in the state have been placed in. This explanation was to give context to cost estimates proposed to fulfill the Board's most recent legislative mandate of telecommunicator certification when accounting for the maximum number of personnel that may need to be trained. Ms. Missildine displayed two variations of the Certification Fund budget, one of which included proposed funding for an additional Program Coordinator that would be another asset dedicated to the Certification Program. The Finance Committee approved the Certification Fund budget that included funding for an additional Program Coordinator.

The Board's FY2023 Operations Budget was then presented by Ms. Missildine. She pointed out increases on two items within the proposed budget for legal expenses and out of state travel. Ms. Missildine spoke of the desire to concentrate on Board policies that will allow progress toward legislative change to modernize the now ten-year old Emergency Service Telephone Act. She stated the increase in out of state travel is due to her appointment as a NASNA board member and the requirements of that position. After some further discussion a motion to approve the Operation Budget, as presented passed unanimously.

Mr. Brown was then given the floor to discuss Grant Cycle 7. He presented the Committee with information on the 26 individual ECD applications that had been received for a total requested amount of \$3,323,114.93. Mr. Brown discussed the applicants that had not met the eligibility and application review requirements. The recommended projects award total amounted to \$922,141.56. The Finance Committee voted to award grants to the recommended projects with the condition that any warranty provision was satisfied with the specific applicant discussed during the presentation.

Mr. Wayne Hutchens left the meeting at 10:28 a.m.

There was discussion among the board members and staff regarding the financial aspects and responsibility of the Board with regards to the certification program; the Board staff's salary cost of living increases; and efficiencies needed throughout the state. Ms. Missildine confirmed to the Board that the mandate from the legislature included the responsibility of the Board to pay

for the certification. Ms. Missildine recommended to the Board to accept the report of the Joint Meeting of the Finance and Governance Committees as presented. Mr. Alan Campbell made a motion to accept the report of the joint Governance and Finance Committee meeting inclusive of the budgets and grant recommendations. Mr. Greg Silas seconded the motion. There were no objections. Motion passed unanimously.

Education Committee Report

Ms. Missildine highlighted the report of the Education committee meeting very briefly due to Ms. Dana Nation providing a more in-depth synopsis in her Education report later in during the board meeting. The vote to accept the report was postponed until after the Education report.

Mr. Hutchens returned to the meeting at 10:35 a.m.

Staff Reports

Director's Report

Ms. Missildine provided the Director's Report. She began the report with a list of updates and considerations for the Board. She turned the meeting over to Deputy Director Adam Brown for an update on the Legacy 9-1-1 Cost reimbursement program. There are three more opportunities for FY2022 submission. The participation for FY2022 is down from the same period for FY2021. He stated that the reduction in the money requested was due to a reduction in some of the bills due to ALI disconnects.

Ms. Missildine provided the Board with an update on the gateway versus SIP call delivery. Progress has been made on five of the six districts to complete the SIP conversion. Lee County has had the conversion scheduled several times but has not completed it yet. Lee County is the only district that has reported experiencing call delivery issues. Ms. Missildine expressed that the district may not be holding their vendor accountable or that the conversion isn't the same priority level to the district as it is to the PSAPs within the district and to the board staff. Mr. Joby Smith asked what the Board can do to give them an incentive to see it as a priority. Ms. Missildine reminded the Board that they have already been invited to apply for the grant. They did not do that. There have been weekly virtual meetings. Ms. Missildine stated that the Board discussed in the past putting them on MEVO. However, this is a district that does not perform operational duties of taking 911 calls. The three PSAPs underneath them perform those duties and they are frustrated with the district as well. MEVO would be a significant operational impact to the PSAPs. Mr. Smith asked about the legal obligations of withholding funds from the district. Mr. Scott Barnett, general counsel for the Board, stated that it is a vote of the Board to withhold funds. There was discussion of the effects of withholding funds of the district on the PSAP and requiring them to move to MEVO. There was further discussion on the amount to withhold and a timeline. Mr. Alan Campbell made a motion to withhold 20% of Lee County's monthly distribution and all excess distribution and reimbursement programs in escrow if SIP handoff is not completed by November 1. It would be returned to them at the completion of the SIP handoff. Mr. Wayne Hutchens asked if withholding all other funds included excess cost declaration and would be effective immediately. Mr. Campbell confirmed it would. Mr. Hutchens seconded the motion and asked if 20% is adequate. Discussion ensued. Mr. Brandon

Wallace stated if they are not in compliance at the next Board meeting, the Board could up the percentage. There was more discussion and clarification of facts. Mr. Wayne Hutchens moved to increase the withholding in the previous motion to 50%. Mr. Fred Johnson seconded the motion. There were no objections. Motion passed unanimously. The original motion passed unanimously with no objections. Mr. Williams asked Ms. Missildine to keep the Board posted by email of any responses from Lee County about the action the Board took.

Ms. Missildine moved on to the CPI adjustment that is to be done in 2023. She discussed the timeline for that adjustment. The current rate of inflation is 19%. Carriers would be notified on October 1, 2023 of the new rate that would be effective on January 1, 2024. The Board would begin distribution of the new rate in approximately March of 2024.

Ms. Missildine concluded the Director's report with a discussion of the building blocks of Alabama 9-1-1 including the PST Certification program, GIS program, 988/9-1-1 Interoperability and EMA, ALEA, and Board staff discussions on interoperability during active school shooter incidents along with a calendar of the Board staff activities.

GIS Report

Mr. Anderson Brooms presented the GIS report to the Board. He started with the status of onboarding across the state. Mr. Williams asked about Lauderdale and Lawrence counties. Mr. Brooms provided an update on Lawrence County but stated that Lauderdale County is not responsive to calls and emails and that there has been little actual engagement during his tenure. Mr. Williams asked how to remedy it. Ms. Missildine informed the Board that Board staff will move forward with remediating that data once the district signs the data remediation agreement. The Board discussed the process to move Lauderdale County forward. Ms. Shonk reminded the Board that while the Board staff can do a tremendous amount, district engagement is required. There was discussion of the onboarding status of nine districts. Mr. Williams asked if a letter to them from the Board with the Board's position is necessary. Mr. Fred Johnson moved to put the six districts that have been identified as non-responsive to the GIS project on notice to start engaging with Board staff for the onboarding process by the next board meeting. The Board would consider withholding funds for those that continued to be unresponsive. Mr. Silas seconded the motion. There was discussion regarding the content of the letter for clarity and understanding. There were no objections. Motion passed unanimously. Mr. Brooms introduced Ms. Nida Jackson, the Board's Senior GIS Specialist. She is engaged with multiple districts across the state for the GIS project.

Mr. Fred Johnson left the meeting at 11:26 a.m. and returned at 11:27 a.m.

Mr. Jeremy Williams, Chair, called for a break at 11:29 a.m. He called the meeting back to order at 11:40 a.m.

Education Report

Ms. Dana Nation provided the Education report. She provided statistics from Virtual Academy including course completions, onboarding progress, and external training uploads. She presented a list of ALEMD and other training courses that were completed for the months of July and

August 2022. She highlighted the Talk About it Tuesday webinars and upcoming training available across the state.

Ms. Nation continued with a summary of the Education and Outreach Committee meeting that was held on September 7, 2022. She started with the Administrative Rules Process timeline. She discussed the outreach Board staff has done about the Public Safety Telecommunicator program. The records management of the certification program will be via Virtual Academy. Ms. Nation discussed the data collection and the categorization process Board staff developed to determine the certification needs of the current telecommunicators. She explained the path to certification for those employed prior to July 1, 2022. She highlighted the work the ALNENA Education Committee has done to help Board staff with the Certification program. Ms. Missildine recommended the Board accept the report of the Education and Outreach Committee. Mr. Greg Silas made the motion with Mr. Brandon Wallace seconding the motion. There was no discussion. There were no objections. Motion passed unanimously.

ANGEN Report

Mr. Caleb Branch presented the report of INdigital. He provided an update on the stages of the project. He continued with providing an update on the core services upgrades and changes including Lumen circuit replacement, Voiance language services deployment, and FirstNet conversion. He quickly reported on ANGEN statistics. Over 15.7 million calls have been processed since February 2018. He then discussed the geo-routing for the Rock the South event in Cullman, Alabama. Mr. Branch updated the Board on the Alabama Super Computer move in Huntsville and the VESTA hosted call-handling solution deployed in Alabama.

Financial Report:

Mr. Ron Cooley, the Financial Manager for the Board, provided the Board with the monthly financial statements for the two months ending July and August 2022. He highlighted comparisons from the last three years. He showed that the fund is staying slightly ahead of baseline by a small margin. He then reviewed the allocation of the funds and the balances in the funds. Mr. Alan Campbell asked about the baseline and how population growth will affect that. Ms. Missildine reminded the Board that the baseline is not a formula, per se. It was determined by what was collected in 2011 and is aged information. Ms. Missildine made a recommendation to the Board to accept the Financial Statements as presented. Mr. Fred Johnson made the motion; Mr. Wayne Hutchens seconded it. There were no objections, motion carried unanimously.

Ms. Missildine recommended to the Board that an Excess Cost Recovery Declaration be made for distribution to the districts by the end of the month in the amount of \$2,000,000. Mr. Greg Silas made the motion, and it was seconded by Mr. Alan Campbell. There was discussion on how this is distributed. There were no objections. Motion passed unanimously.

Legal Report:

Mr. Scott Barnett presented the legal report to the Board. He provided the Board with a recommendation on virtual meeting attendance. The Board needs to vote to allow members to participate virtually. Mr. Jeff Sherrer provided an outline of the requirements to have a quorum

and participation in a virtual meeting. He then provided an update on the lawsuit filed in Walker County. He stated he will keep the Board informed as to the progression of the suit. Mr. Scott Barnett concluded the report by recommending to the Board to approve virtual participation for meetings in compliance with Section 36-25A-5.1, Code of Alabama. Mr. John Nettles made the motion which was seconded by Mr. Wayne Hutchens. There was no discussion. There were no objections. Motion passed unanimously. Mr. Barnett informed the Board that this takes effect immediately.

Old Business

No old business.

New Business

Ms. Missildine informed the Board that two districts have had staffing shortages. Lowndes County needed to transfer their 911 calls to Dallas County for one night. Clay County is experiencing a staffing crisis and is looking to contract to have some, or all of their calls answered by another district.

Ms. Missildine announced that Mr. Ron Cooley will be retiring soon. She will navigate that staffing transition and engage the Finance Committee, if needed.

Public Comments:

There were no public comments.

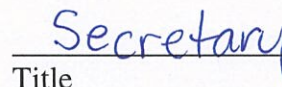
Adjournment:

Meeting was adjourned at 12:38 p.m.

Approved this 16th day of November, 2022.



Signature



Title