

## ALABAMA 9-1-1 BOARD MEETING

Minutes of 3/15/2023

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 10:02 a.m.

The roll was called as follows by Ms. Peel:

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

A quorum was established.

Mr. Williams called for 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 January 18, 2023 board meeting. Mr. Greg Silas made the motion and Mr. Robert Smith seconded it. There were no changes or objections, and the approval of the minutes was ordered. Ms. Missildine informed the Board that an error in the time of adjournment had been discovered on the previously approved minutes of the November 19, 2022 meeting. The time was noted as p.m. instead of a.m. The minutes had been amended to reflect the correct adjournment time of 11:34 a.m. instead of 11:34 p.m. Mr. Alan Campbell made the motion to accept the November 19, 2022 minutes as amended. Mr. Brandon Wallace seconded the motion. There were no objections. Motion passed unanimously. Guest introductions were made.

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

## **Programmatic Reports**

### **Finance Report**

Ms. Missildine began the report by introducing Jeremy Moreland of MST, CPA. again for those that may not have been present at the last meeting. MST stepped in to support the Board in transition with accounting practices and activities upon the retirement of Ron Cooley, the Board's Financial Manager. Ms. Missildine continued with the financial report, presenting the financial statements. She noted that more money was set aside for the cost of the Examiner's audits on the Districts than has been needed. She also informed the Board that interest earnings are up due to the jump in the rate paid from 0.15% to 2% on October 1. Revenues are just above the required amount, which puts the Board in a good position. She then discussed the reserve fund including cost recovery, ANGEN, GIS, and other programs. She reminded the Board that the next grant cycle, Grant Cycle 8, will open on June 1. Ms. Missildine concluded the financial report with an operations budget comparison. She recommended the Board to accept the financial report. Mr. Alan Campbell made the motion and Mr. Greg Silas seconded it. There were no objections. Motion passed unanimously.

Ms. Missildine next reported on the Finance Committee meeting held February 1, 2023. Representatives from WarrenAverett provided the committee with a report of their findings in the third-party financial audit conducted at the end of 2022. New to the report was a requirement that members of the Board who owned a telecommunications company provide a statement of the monies that company paid to the Board and monies paid to that company by the Board. The report had one finding: The Board needs to adopt an agency-specific written policy regarding grants. It was explained that this is not an uncommon finding. Ms. Missildine reported to the finance committee that an ECD had requested their previously tabled grant application be reconsidered based on a change in their situation. Questions had been submitted to the district, but had not yet been returned. During MST's onboarding of payroll procedures, it was discovered that state payroll taxes for employees had been underreported. Ms. Missildine, Mr. Moreland, and committee members discussed how to properly resolve this with the state tax agency. It was decided to pay the owed taxes. The State Department of Revenue considers the issue settled. Mr. Campbell asked if this would be considered above and beyond employee compensation by the Examiners. Mr. Johnson stated it needs to be reported as income on the next payroll and taxed accordingly. Further discussion was tabled until general counsel could be present. Ms. Missildine recommended to the Board to accept the report of the finance committee meeting as presented inclusive of the WarrenAverett report. Mr. Johnson made that motion adding to exclude the tax/compensation issue until it can be revisited. Mr. Robert Smith seconded the motion. There were no objections. Motion passed unanimously.

Ms. Missildine continued the finance report with updates on the Legacy 9-1-1 Cost Reimbursement program, the ECD audits, and Grant Cycle 7.

### **Education and Outreach Report**

Ms. Missildine started the Education and Outreach report with an update on the Alabama Public Safety Telecommunicator Certification Program. She discussed the progress map as well as the number of telecommunicators reported to the Board and progress toward certification. She next provided statistics from Virtual Academy. She reported on the fourth annual training report to

the legislature, completed training over the last two months, the Talk About it Tuesday webinars, and upcoming training available across the state. Finally, she highlighted the outreach and interaction Board staff has had with districts, primary PSAPs, and others through meetings and conferences such as Standards and Best Practices, ALNENA quarterly meetings, 911 Goes to Washington, the Georgia Emergency Communications Conference, regional director's meetings, and meetings with Georgia officials.

### **Technology Report**

Ms. Missildine updated the Board on five PSAP moves and the process the staff has implemented for requests for PSAP relocation. She reported on a vendor that has asked to be certified as a call handling solution in Alabama. Ms. Melinda Shonk asked what that would mean for the vendor. Ms. Missildine explained that it would show they work with our technology. Call delivery is the responsibility of the Board. The Board needs to verify the vendor is standards-based and works well with the network the Board has implemented. Mr. Caleb Branch with INdigital explained the testing needed and uniformity verification.

Mr. John Nettles joined the meeting virtually at 10:55 a.m.

Ms. Missildine reported on the contract process with INdigital and the Governor's office. All other contracts will be under review with RFPs coming for legal, third-party audits, accounting, and GIS as they are all expiring before the end of the fiscal year.

Mr. Caleb Branch presented the ANGEN report. He reported that the Texty 17.6 upgrade was a major overhaul implementing features requested by users. These include What3Words integration, a message board, elevation, outbound session history number display, and other application enhancements. He then reported on another Lumen outage and the efforts to move off of all Lumen circuits. He then turned the report over to Rachel Morrison of INdigital. She provided an update on the geo-routing project.

Mr. Anderson Brooms presented the GIS report. He provided an update on VEP aggregation, PSAP boundary deadlines, and Region 1 and 2 boundary reconciliation. Mr. Fred Johnson asked how a provider is notified if a city annexes property that changes the PSAP where calls should be routed? Mr. Brooms confirmed currently there is no set process. Mr. Brandon Wallace asked when calls across the state will be geo-routed? Mr. Brooms stated October 1 is the goal.

Mr. Alan Campbell left the meeting at 11:21 a.m.

There is discussion about the process and testing done once INdigital receives the data and it is put into live use.

Mr. Jeremy Williams called for a break at 11:29 a.m.

The meeting is reconvened at 11:40 a.m. including Mr. Alan Campbell.

## Governance Report:

Ms. Missildine started the governance report stating a district director wanted to be removed from the OneCallNow notifications. It was determined that another person in that district was already receiving those notifications, so the director was removed. Ms. Missildine turned the governance report over to general counsel for a legal report. Counsel is in the process of putting together a list of pending litigation involving 911 across the state. When it is finished, it will be shared with the Board and Board staff.

Ms. Missildine moved on to the report of the Governance committee meeting held February 1, 2023. During that meeting, there was discussion on the Governor's executive orders, the upcoming legislative session, and updating the personnel policy on leave to better match other state agencies. Ms. Missildine recommended the Board accept the report of the governance committee meeting as presented. Mr. Robert Smith made the motion. Mr. Alan Campbell seconded it. There was a roll call vote.

Alan Campbell	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Evelyn Causey	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Fred Johnson	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
John Nettles	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Melinda Shonk	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Joby Smith	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Robert Smith	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Brandon Wallace	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Jeremy Williams	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain

There were no objections. Motion passed unanimously.

## Old Business

There was no old business.

## New Business

Ms. Missildine reminded the Board that Officer elections need to be conducted. It is established that the current officers are happy to continue in their current roles. Mr. Fred Johnson makes a motion to have all current officers serve in their current roles for another term. Mr. Greg Silas seconded the motion. A roll call vote was taken:

Alan Campbell	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Evelyn Causey	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Fred Johnson	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
John Nettles (via electronic methods)	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Melinda Shonk	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Joby Smith	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain
Robert Smith	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay	<input type="checkbox"/> Abstain

Brandon Wallace  
Jeremy Williams

☒ Yay ☐ Nay ☐ Abstain  
☒ Yay ☐ Nay ☐ Abstain

There were no objections. Motion passed unanimously.

Ms. Missildine reported there are new items in the new business section added after circulation of the Board packet last week. The administrative rules amendment process calendar is included for changes to the Public Safety Telecommunicator Certification Program as well as the CPI adjustment that is to take effect later this year. The calendar includes expected actions needed from Board members. Copies of the executive orders issued by the Governor's office are included. A webinar has been scheduled by the Governor's office. Ms. Missildine will provide an executive summary on that webinar at a later date.

Mr. Williams would like to revisit the tax issue since general counsel is now present. Ms. Missildine asked Mr. Campbell to reiterate his concerns; he did so. Mr. Scott Barnett suggested tabling it until further discussion can take place between general counsel and Mr. Moreland to present a solution to the Board. The discussion is tabled pending report from general counsel.

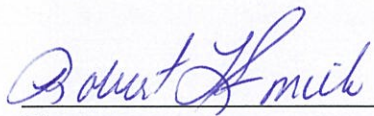
**Public Comments:**


There were no public comments.

**Adjournment:**

The meeting was adjourned at 11:56 a.m.

Approved this 17th day of May, 2023.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Title



## MEETING SIGN-IN SHEET

Agency: *Alabama 9-1-1 Board*


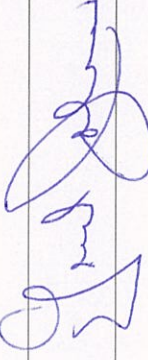


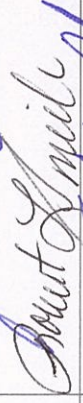

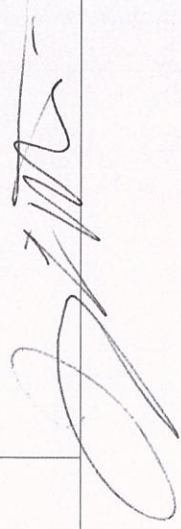
Date/Time: *March 15, 2023 @ 10:00am*

Chair: *Jeremy Williams*

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

Type: *Regular*

Purpose: *Board Meeting*

Name	Title	Agency/Company	E-Mail	Signature
Campbell, Alan	Director	Shelby County 9-1-1	<a href="mailto:acampbell@shelby911.org">acampbell@shelby911.org</a>	
Causey, Evelyn	President/COO	Hayneville Telephone	<a href="mailto:ecausey@htcnet.net">ecausey@htcnet.net</a>	
Johnson, Fred	Chief Exec Officer	Farmers Telecommunications	<a href="mailto:fjohnson@staff.farmerstel.com">fjohnson@staff.farmerstel.com</a>	
Nettles, John	President	Pine Belt Telephone	<a href="mailto:john@pinebelt.net">john@pinebelt.net</a>	
Shonk, Melinda	Director	City of Montgomery 9-1-1	<a href="mailto:mshonk@montgomeryal.gov">mshonk@montgomeryal.gov</a>	
Silas, Greg	Director	City of Birmingham 9-1-1	<a href="mailto:Greg.silas@birminghamal.gov">Greg.silas@birminghamal.gov</a>	
Smith, Joby	Director	Baldwin County 9-1-1	<a href="mailto:ismith@baldwin911.org">ismith@baldwin911.org</a>	
Smith, Robert	Sr. Manager	Charter Communications	<a href="mailto:Robert.smith9@charter.com">Robert.smith9@charter.com</a>	
Wallace, Brandon	Director	Limestone County 9-1-1	<a href="mailto:brandon@alc911.org">brandon@alc911.org</a>	
Webb, Tim	Director	Winston County 9-1-1	<a href="mailto:Winston008@centurytel.net">Winston008@centurytel.net</a>	
Williams, Jeremy	Director	Geneva County 9-1-1	<a href="mailto:jwilliams@34entral.com">jwilliams@34entral.com</a>	



# MEETING SIGN-IN SHEET

Agency: Alabama 9-1-1 Board





Date/Time: March 15, 2023 @ 10:00am

Chair: Jeremy Williams

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

Type: Regular

Purpose: Board Meeting

Name	Title	Agency/Company	E-Mail	Signature
Barnett, Scott	Partner	Brunson, Barnett, & Sherrer, P.C.	<a href="mailto:sbarnett@bbslawoffices.com">sbarnett@bbslawoffices.com</a>	
Branch, Caleb	VP of Market Management	INDigital	<a href="mailto:cbranch@indigital.com">cbranch@indigital.com</a>	
Brunson, Johnny	Partner	Brunson, Barnett, & Sherrer, P.C.	<a href="mailto:jbrunson@bbslawoffices.com">jbrunson@bbslawoffices.com</a>	
Carpenter, Melissa	Market Manager	INDigital	<a href="mailto:Mcarpenter@indigital.com">Mcarpenter@indigital.com</a>	
Moreland, Jeremy	Partner	MST	<a href="mailto:jmoreland@mstcpa.com">jmoreland@mstcpa.com</a>	
Peacock, Holly	Market Manager	INDigital	<a href="mailto:hpeacock@indigital.com">hpeacock@indigital.com</a>	
Sherrer, Jeff	Partner	Brunson, Barnett, & Sherrer, P.C.	<a href="mailto:jsherrer@bbslawoffices.com">jsherrer@bbslawoffices.com</a>	
Gleason, David	client serv	MCP	davidgleason@missioncriticalpartners.com	
Sterner, Rob	MCP Director	MISSION CRITICAL PARTNERS	rob.sterner@mcp411.com	
	SERVICE UP			



# MEETING SIGN-IN SHEET

Agency: *Alabama 9-1-1 Board*

**Chair:** *Jeremy Williams*

Type: *Regular*

Date/Time: March 15, 2023 @ 10:00am

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

**Purpose:** *Board Meeting*

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