

***North Carolina 911 Board***  
**MINUTES**  
**Governor's Crime Commission**  
**Raleigh, NC**  
**April 25, 2014**

<b><u>Members Present</u></b>	<b><u>Staff Present</u></b>	<b><u>Guest</u></b>
George Bakolia (Board Chair)	Tina Bone (ITS)	Ron Adams (Southern Software)
Jason Barbour (NCNENA) Johnston Co. 911	Richard Bradford (DOJ)	Tom Adkins (Hickory PD) – phone
Margie Fry (VoIP) Time Warner	Dave Corn (ITS)	Fred Baggett (NCACP)
Andrew Grant (NCLM) Town of Cornelius - phone	Marsha Tapler (ITS)	Randy Beeman (Cumberland Co.)
Len Hagaman (Sheriff) Watauga County	Richard Taylor (ITS)	Jerry Boggs (Catawba Co. 911)
Rick Isherwood (CMRS) Verizon Wireless	Cindy Henry (Stenographer)	Sherri Bush (CDI/LRK)
Jeff Shipp (LEC) Star Telephone – pending		Whitney Christensen (NC League of Municipalities)
Neal Sizemore (APCO) Forsyth Co. 911		Meghan Cook (ITS)
Rob Smith (LEC) AT&T – phone		Todd Coring (Brunswick Co. Sheriff's Office)
Jimmy Stewart (NCAREMS) Hoke Co. 911		Greg Foster (Alexander Co. 911)
Slayton Stewart (CMRS) Carolina West Wireless – phone		Brad Fraser (Shelby PD) - phone
Laura Sykora (LEC) CenturyLink		Ray Gilleland (Cabarrus Co. Sheriff's Office)
Jean Thaxton (LEC) - phone		Dinah Jeffries (Orange Co. ES) – phone
		Tim Johnson (CGIA)
		Brian Jones (Durham Co. Sheriff's Office)
<b><u>Members Absent</u></b>	<b><u>Staff Absent</u></b>	
Darryl Bottoms (Police Chief) Pilot Mountain PD	David Dodd (ITS)	Kevin Medlin (Orange Co. ES) – phone
Tommy Cole (NCSFCA) Person Co. 911		Tim Mitchell (Cumberland Co.)
Lee Worsley (NCACC) County of Durham		Melanie Neal (Guilford Metro 911) – phone

	Benny Nichols (NCAFC)
	Karlynn O'Shaughnessy (NCGA, FRD)
	Phil Penny (MCP)
	Chief Reece Pyrtle (Eden PD) – phone
	Wesley Reid (Guilford Metro 911) – phone
	Tom Rogers (Brunswick Co. Sheriff's Office)
	Todd Sims (Charlotte Medic) – phone
	Darrin Smith (CGIA)
	Keith Smith (Brunswick Co. Sheriff's Office)
	Ryan Spong (Kernersville PD)
	Candy Strezinski (MCP/Burke Co. 911)
	Herb Swaim (Forsyth Co. Fire)
	Tim Whicker (Forsyth Co. Fire)
	Stephanie Wiseman (Mitchell Co. 911) – phone
	Marsha Withrow (Charlotte Fire)
	Brett Wrenn (Person 911)

### **Chairman's Opening Remarks**

Chairman Bakolia called the meeting to order at 10:05 a.m. Chairman Bakolia asked for identification of those attending via teleconference. Board members Rob Smith, Slayton Stewart, Jean Thaxton, and Andrew Grant identified themselves; non-Board members Tom Adkins, Brad Fraser, Dinah Jeffries, Greg Light, Chief Pyrtle, Kevin Medlin, Melanie Neal, Wesley Reid, Todd Sims, and Stephanie Wiseman did likewise.

Chairman Bakolia stated he received a resignation letter from Board member Neal Sizemore earlier this month announcing his retirement. Chairman Bakolia recognized Mr. Sizemore with a plaque for his service to the Board. Mr. Sizemore thanked the Board and the APCO members for giving him the opportunity to represent them on the Board. Chairman Bakolia also

recognized Benny Nichols with a plaque for his past service on the Board. Mr. Nichols stated that he appreciated the opportunity to serve on the Board.

### **Ethics Awareness/Conflict of Interest Statement**

Chairman Bakolia read the ethics awareness/conflict of interest statement printed on the agenda and asked Board members to indicate if they felt they had any conflict or potential conflict of interest with any of the matters scheduled to come before the Board today. Jason Barbour cited a conflict with agenda item 7c, and Rob Smith cited conflicts with agenda items 5b, 7a, 7b and 7c. They will refrain from voting on those agenda items.

### **Public Comment**

There were no comments from the public. Len Hagaman stated that he attended a FirstNet seminar led by Chairman Bakolia. Mr. Hagaman praised Chairman Bakolia and said that the seminar was well received and informative. Chairman Bakolia said that he will keep the Board updated on the FirstNet program.

### **Consent Agenda**

(Complete Reports are located in Agenda Book on website.)

The following items were discussed and voted on collectively by the Board members:

- a) Minutes of March 28, 2014 Board Meeting
- b) PSAP Liaison Report
- c) Network Specialist Report - Bone
- d) Network Specialist Report - Corn
- e) Update on 2013 Revenue Expenditure Reporting
- f) Grant Project Updates
- g) CMRS Fund Balance - \$2,264,390
  - 1) CMRS Disbursements – \$(2,857,794)
- h) PSAP Fund Balance - \$7,704,546
  - 1) Prepaid CMRS Revenue – \$636,606
- i) Grant Fund Balance - \$170,216

Richard Taylor clarified that the prepaid CMRS Revenue, agenda item 4(h)1, should average \$500,000 to \$600,000 per month and that the Department of Revenue has not yet withheld its full share of operational costs. Jason Barbour made a motion to approve the consent agenda as introduced. Laura Sykora seconded the motion. All in favor; no objection.

### **Executive Director Report**

- a) FY2015 Grant Priorities

Referencing agenda item 5a, Richard Taylor stated that the grant application deadline is in May. He explained that the Grant Committee is asking for the Board's priority projects for the grant applications that the Committee and staff will use as part of the scoring on those projects. Mr. Taylor stated that the staff and the Committee uses the designated priorities and assigns weights to them in the scoring process to determine grant awards. He presented a history of the recommended priorities from the previous years. There was some discussion among the Board members about the draft legislation regarding backup PSAPs. Mr. Taylor explained the difference between a consolidation and a regional initiative. Chairman Bakolia requested that the staff provide the Board members with the existing formula from which the weight is generated. Several Board members expressed that end of life replacement is a priority and should be given more weight. Laura Sykora suggested giving more consideration to a regional initiative rather than to a separate back up center. Ms. Sykora made a motion that the grant priorities for FY2015 be for end of life replacement and regional initiative/backup and that the weight determination be deferred until the May Board meeting. Margie Fry seconded the motion. All in favor; no opposition.

**b) Grant Extension Request for Brunswick County**

Referencing agenda item 5b, Richard Taylor stated that Brunswick County has requested an official extension of their grant until June 2015 and staff recommends approval of the extension. After a question from Chairman Bakolia, Tom Rogers from Brunswick County explained the reason for the extension, and stated that no additional funds will be needed. Brunswick County will keep the Board updated monthly on their progress. Jason Barbour made a motion to approve the extension. Len Hagaman seconded the motion. All in favor; no opposition. Rob Smith abstained from the vote due to conflict.

**c) Comments from the Greensboro Meeting**

Richard Taylor shared with the Board comments he received from some of the attendees of the Greensboro meeting in March. He stated that paperwork has been submitted for a Financial Review Specialist to help Marsha Tapler. Chairman Bakolia remarked about the excellent attendance.

**Presentation from Center for Geographic Information Analysis: Orthoimagery Project for Southern Piedmont and Mountains**

Referencing agenda item 6, Tim Johnson, Executive Director, CGIA, presented a proposal to the Board for the fourth phase of the orthoimagery for the Southern Piedmont and Mountain region for 2015. His proposal included information regarding: Background; study area; overview and approach; program approach and principles; project team; project plan and schedule; budget; and next steps. Mr. Johnson gave a detailed history of the last three phases of the four-year plan. He stated that this plan should begin on June 1, and that delivery will occur in February 2016. Mr. Johnson said the budget for the project is \$3.7M, and Richard Taylor verified that this falls

within the Board's budget. Jason Barbour made a motion to accept the proposal of the Orthoimagery Project for Southern Piedmont and Mountains. Jimmy Stewart seconded the motion. All in favor; no opposition.

### **Presentation of Fiscal Year '15 PSAP Funding Reconsideration Requests**

Richard Taylor reminded the Board that PSAPs are given the opportunity, by statute, to ask for a funding reconsideration for the following fiscal year if they feel their given estimated funding amount is not adequate for their budget. He said that this is the first year that the 20% carryover clause has been included.

#### **a) Town of Cary Police Department**

Referencing agenda item 7a, Richard Taylor explained that the Town of Cary has been carrying a zero fund balance in their 911 fund for the past couple of years and they have been paying for eligible 911 expenses out of their general fund. He detailed the Town of Cary's funding reconsideration request. The recommendation from the Funding Committee is for funding reconsideration for the Town of Cary in the amount of \$866,920. All in favor; no opposition. Rob Smith abstained from voting due to conflict.

#### **b) Guilford Metro 911**

Referencing agenda item 7b, Richard Taylor stated that Guilford Metro's fund balance is \$816,913. He detailed their funding reconsideration request. Mr. Taylor said that the Funding Committee is recommending Guilford Metro utilize their fund balance and recommended approval from the Committee of funding reconsideration in the amount of \$2,760,822. All in favor; no opposition. Rob Smith abstained from voting due to conflict.

#### **c) Johnston County 911**

Referencing agenda item 7c, Richard Taylor explained that Johnston County has a negative fund balance for this particular year and is seeking to regain a positive balance and bring their fund balance up to approximately 15%. There was a discussion about the calculations that were made to arrive at the recommended amount of \$1.35M which will bring Johnston County's fund balance to 17%. The recommendation from the Funding Committee is for funding reconsideration for Johnston County in the amount of \$1.35M. All in favor; no opposition. Jason Barbour and Rob Smith abstained from voting due to conflict.

### **Presentation on ECaTS Customization Proposal**

Richard Taylor reminded the Board that at the February Board meeting the staff was asked to prioritize the customizations of the ECaTS system. Referencing agenda item 8, Mr. Taylor showed the Board the priority list, which are staff and PSAP requested. Chairman Bakolia

expressed his continued concern that any requested customizations that ECaTS may incorporate into their product should offset the Board's cost of those enhancements. There was a discussion about a user group forum for enhancements. Laura Sykora suggested speaking with other states that currently use ECaTS to see how they handle the cost of customization and enhancements. Rick Isherwood made a motion to table a vote on the ECaTS customization proposal until the staff discusses a cost offset of the enhancements with the vendor. Laura Sykora seconded the motion. All in favor; no opposition. Mr. Taylor stated it would take approximately 30 days to talk with the vendor.

### **Presentation of Draft NG911 RFI (Request for Information)**

Rob Smith explained the Next Gen Committee's discussion of the development of the RFI. Referencing agenda item 9, Mr. Smith detailed the RFI, including the purpose of the RFI and some questions of the vendors. The proposed schedule of the RFI is as follows: Posting on May 15; deadline for submission of written inquiries, June 15; responses to written inquiries, June 22; proposal submissions, July 15 at 5 p.m.; oral presentations (at Board's discretion), August 1st. Chairman Bakolia requested that a section regarding FirstNet be added to the RFI, and Dave Corn stated that it would be added. Mr. Smith asked that the Board approve the release of the RFI with the requested additions on May 15. All in favor; no opposition. Chairman Bakolia thanked Mr. Smith and the Committee for their work.

### **Discussion on PrePaid Statutory Language**

Richard Taylor stated that he and Marsha Tapler met with representatives at the Department of Revenue (DOR). He explained that the DOR distributes coupon books to retailers who use them to submit their collections to the DOR from October 1 through September 30. Mr. Taylor stated that the prepaid 911 fee is included in the coupon book. He explained that because the effective date of the prepaid 911 fee is July 1, the DOR will be required to print a coupon book that will be effective for the six months from July 1 to October 1, with the cost of printing being paid by the 911 Board. The DOR has requested that the Board change the effective date of the prepaid 911 fee to October 1 to coincide with the effective dates of the coupon book. Mr. Taylor said that DOR will submit the statutory change and said that if there is any opposition, they will not seek the change. Chairman Bakolia stated that he would like to defer this action item until the next Board meeting in order have more time for discussion. Mr. Taylor will obtain the printing cost of the coupon books from the DOR for the information of the Board members.

### **Review of 2014 Goals**

Richard Taylor distributed laminated cards printed with the committees/members and goals to the Board members. The following agenda items were tabled due to time:

- a) **Public Outreach – Education**
- b) **PSAP Backup Plans – Standards**
- c) **IP/Next Generation – Next Gen 911**
- d) **Adjust Current Funding Model – Funding**
- e) **Technical Resources – Ad Hoc**

## **June 27, 2014 911 Board Meeting in Hendersonville Logistics**

Richard Taylor stated that the June 27 Board meeting will be held in Hendersonville. He urged Board members to make their hotel reservations soon, and will be sending hotel information to Board members.

## **Adjourn**

Laura Sykora made a motion to adjourn at 12:33 p.m. Margie Fry seconded the motion. Unanimous vote.