

Kentucky 911 Services Board Meeting Minutes

Thursday, March 7, 2019

Kentucky Office of Homeland Security- 200 Mero Street, Frankfort, Kentucky 40622

Call to Order:

Kentucky 911 Services Board Chair John Holiday called to order the meeting of the Kentucky 911 Services Board at 2:00 p.m. Thursday, March 7, 2019, at the Kentucky Office of Homeland Security, 200 Mero Street, Frankfort, Kentucky. Secretary Keymia Herve called the roll and a quorum was determined.

Board Members (Present)

Name:	Title:	Organization represented:
John Holiday	Exec. Director	KOHS
Gail Russell	Secretary (acting)	PPC
Daniel Bell (bridge line)	Mayor, City of Taylor Mill	KLC
Roddy Harrison (bridge line)	Mayor, City of Williamsburg	KLC
Don Kiely	Emergency Services Manager, Cincinnati Bell	Tier I telco provider
Todd Sparrow	911 Director, Lawrenceburg/ Anderson County E911	KENA/APCO
Tim Vaughan	Magistrate, Jessamine County	KACo

911 Services Board/KOHS Staff:

Name:	Title:
Mike Sunseri	911 Services Board Administrator/KOHS Dep. Exec. Director
Keymia Herve	911 Services Board Exec. Administrative Secretary
Christie Ross	911 Services Board Executive Advisor/Compliance Officer
Wes Willis	911 Services Board Executive Advisor

Guests:

Name:	E-Mail:	Organization:
J.L. Atwill	jlatwill@bellsouth.net	Fulton County Asst. Emergency Director
Robert Griggs	rwgriggs@bellsouth.net	Fulton County 911
Kevin Woosley	Kevin.Woosley@ky.gov	KSP
Tandy Hubbard	thubbard@indigital.net	INdigital
David Lucas	LucasD@bv.com	Black & Veatch
Kent Anness	Kent.Anness@ky.gov	COT/GIS
Kim Anness	Kimberly.Anness@ky.gov	COT/GIS

Introduction:

Chairman Holiday thanked everyone for being at the first meeting of 2019.

Approval of minutes from December 10, 2018 Board meeting:

Chairman Holiday asked for a motion to approve the minutes from the December 10, 2018 meeting. A motion was made Don Kiely and seconded by Todd Sparrow. The motion passed unanimously.

Old Business:

Under the item of Old Business, there was one item. At the December meeting, the Board requested the 911 Advisory Council to evaluate a request to contribute to the Kentucky from Above aerial photography initiative as the project has great value to the PSAP community. Administrator Mike Sunseri explained that the advisory council has integrated that project into its federal NG911 grant proposal, which will be presented later during the meeting.

New business:

1) Consideration of Kentucky's federal NG911 grant plan

- a) Chairman Holiday expressed the Board's appreciation to all those that worked on the federal grant plan.
- b) Mr. David Lucas, the Board's technical consultant, presented the Kentucky state plan, which had been developed by the Public Safety GIS Integration Committee and adopted by the 911 Advisory Council. There are four major elements to the plan:
 - i) Update Kentucky's NG911 State Plan, which was created in 2009 and has never been updated.
 - ii) Establish a GIS integration solution, which will provide quality assurance and quality control to all PSAP GIS mapping submissions, including PSAP boundaries, emergency service boundaries, road centerlines and eventually address/structure points. The contracted firm, to be determined through an RFP, will also piece the mapping data all of 115 certified PSAPs into one state map. All mapping data, once validated, will be stored in the Commonwealth Office of Technology's GIS data clearinghouse and will be made available to all certified PSAPs.
 - iii) The creation of a statewide 911 supplemental data portal, which will be the mechanism that allows mapping, text-to-911, enhanced location data and other data sharing elements between all certified PSAPs in Kentucky. The portal will be administered by a contracted company selected through the RFP process.
 - iv) A statewide text-to-911 solution, should funding allow.
- c) The federal government shortened the timeline from four years but less than three years to complete the state plan.
- d) Priorities and focus:
 - i) Ways to support items 1-4 with the federal grant funding, then how the Board can continue maintaining the plan elements after grant funds expire.
 - ii) There were discussions regarding Kentucky from Above aerial photography initiative. It was explained that along with the four main elements, other items—including Kentucky from Above—would be included in a supplementary plan and would be completed should funding allow.
 - iii) Todd Sparrow gave feedback and thanked the Advisory Council and the Public Safety GIS Committee for a job well done.
- e) Mr. Lucas shared ideas on ways to meet the required 40% local match:
 - i) Consulting services- Black and Veatch
 - ii) Administrative support-up to 10% of administrative expenses such as Board staff salaries
 - iii) Aerial imagery through KY from Above
 - iv) PSAP GIS Development- Funds issued for GIS projects through the Board's annual competitive grant program at a local level
- f) Questions:
 - i) Mr. Kiely had a question regarding the aerial imagery and where the money was coming from. Mr. Lucas informed him that the transportation cabinet gave a third of the money

already and COT will put money into the project as well. Local units of government have also contributed to the project.

- ii) Magistrate Vaughn asked how Kentucky compares with other states as it relates to text-to-911. Mr. Lucas stated that each state is different. The end goal for Kentucky is to provide a statewide text-to-911 solution.
- g) Administrator Sunseri explained that due to some states not qualifying for the federal grant, Kentucky's allotment increased from \$1.6 million to \$2.1 million. With the require local match of 40%, the Kentucky project is raised to \$3.5 million. While Kentucky is well poised to execute its plan, the time constraints imposed by the federal government will likely lead to other states dropping out of the program. This will add more dollars to the pool for other states. However, the Board must be mindful that the local match requirement equates to a \$200,000 burden to the Board for every \$300,000 in additional federal funding.
- h) Mr. Todd Sparrow made a motion to approve the Kentucky's federal NG911 grant plan and Mayor Bell seconded. The motion carried unanimously.

2) Fulton County 911 Board Certification Application

- a) Fulton County 911 is in the process of applying for 911 Services Board certification.
- b) Two representatives were present at the Board meeting, J.L. Atwill and Robert Griggs.
- c) As required by regulation, once the application process has been completed, the Board will send a member for an on-site inspection of the PSAP. Members of the Advisory Council will also attend the on-site visit.
- d) Todd Sparrow volunteered as the Board representative.
- e) Mr. Atwill explained how it has been a two-year process because the PSAP was hit by a tornado, delaying their ability to apply. Mr. Griggs from the Fulton County PSAP stated that they are now in a new facility and are ready to serve as a certified PSAP.
- f) Administrator Sunseri stated although Fulton County 911 had completed most of its written application, the Board was not in position to make a formal decision on the application as they has not yet completed all elements of the application process and had yet to pass an on-site inspection. Sunseri suggested a Board member could make a motion to conditionally approve the application pending successful completion of the application and meeting all criteria of the on-site visit. Fulton County would not be eligible to receive Board funds until both the written application and the on-site visit were successfully completed.
- g) Mr. Don Kiely made a motion that Fulton County 911 be conditionally approved as a Board-certified PSAP pending successful completion of the written application and a passing grade on the on-site visit. Mayor Roddy Harrison seconded the motion. The motion carried unanimously.

3) K911 Services Board Administrator's Report: Mike Sunseri

- a) 2019 911 Services Board competitive grant program
 - i) This year, the Board will be funding GIS projects.
 - ii) Due to the bonus point structure used last year, a significant amount of grant funding was awarded for remote host projects. This year, the point structure will be modified to eliminate that bias.
 - iii) Due to legislation proposed by the Board in 2018, the grant pool increased from \$2 million to \$3 million.
 - iv) Board staff is utilizing new software to transition the grant application process from paper-based to online, electronic submissions. This is the same software solution used for the annual PSAP surveys, which led to a far more efficient and effective process.
 - v) 911 Board grant calendar:
 - (1) 2019 grant application release date: March 8, 2019
 - (2) Grant workshops:

- (a) March 11, 2019- Montgomery County
- (b) March 12, 2019- Frankfort
- (c) Mach 15, 2019- Muhlenberg County
- (3) Applications due: June 7, 2019
- (4) Peer and tech review teams evaluation app: June 12 and June 13, 2019
- (5) Board Approves application a regular meeting on July 2, 2019
- (6) Board sends notification to agencies for approved funding: July 9, 2019
- (7) Paperwork collected from grantee to initiate contract: July 9-August 11, 2019
- (8) Grant contract start date: August 15, 2019
- b) Legislative update:
 - i) SB 141- An act relating to CMRS charges (Lifeline provider). Passed out of Senate unanimously. Awaiting action by the House.
 - ii) HB 340- An act relating to 911 emergency service (provider liability). Legal counsel was asked to evaluate the bill due to the inclusion of liability in the language.
 - iii) HB 375- An act relating to call location information (cell phone ping) There was some initial concern due to miscommunication between the bill sponsor and KSP but a committee substitute was drafted to remedy the concerns and the bill passed.
- c) Federal NG911 Grant/ KAR updates
As the Board has approved the federal NG911 grant plan, the legislation committee will begin updating the regulations that govern the Board.
- d) Geospatial Audits/ PSAP Mapping Collection. There have been seven geospatial audits completed. All seven received a passing score.
- e) 2016-18 PSAP/ provider financial reviews, As required by statute, the Board has enlisted the Auditor of Public Accounts to perform financial reviews for all certified PSAPs every two years. To get all PSAPs current, half of the certified PSAPs will receive a review this year covering fiscal years 2016-18. The other half will be done next year and will cover fiscal years 2016-19. Subsequently, PSAPs will receive 2-year reviews every other year.
- f) 911 Summit
 - i) It was a very well attended and executed conference.
 - ii) Thanks to Barren-Metcalf director Chris Freeman for organizing the summit.
 - iii) Mr. Sunseri conducted a session on the Board's competitive grant program and also discussed the federal NG911 grant during his session and invited audience members to participate as peer reviewer for the 2019 grant cycle.

4) Financial report: Christie Ross

911 Services Board Funds	Revenues	Expenditures	Balance
911 Coordinator Fund	\$579,056.29	\$406,529.74	\$2,195,153.50
CMRS Grant Fund	\$2,316,224.60	\$1,953,770.83	\$5,092,269.00
Interest	\$183,650.38	\$134,158.19	\$427,581.20
Pro Rated	\$9,843,954.45	\$10,335,223.75	\$427,581.20
Cost Recovery	\$579,059.88	\$825,656.99	\$164,241.22
Call Volume	\$9,843,954.45	\$10,199,713.56	\$1,581,123.42
Total Funds Balance	\$23,345,900.05	\$23,855,053.06	\$9,887,949.54

GRANT FUNDS	
Fund Balance	\$5,092,269.00
Obligated Funds Balance	\$2,424,230.01
Total Unobligated Grant Funds	\$2,668,038.99

Closed session

At 2:49 p.m., Chairman Holiday asked for a motion to go into closed session. Mr. Kiely made the motion and Mayor Daniel Bell seconded. The motion passed unanimously.

At 3:35 p.m. EST Chairman Holiday brought the Board back into open session, explaining no final action had been taken in closed session.

Adjournment

At 3:35 p.m., Chairman Holiday asked for a motion to adjourn until the next Board meeting, scheduled for July 2 at a location to be announced. Mr. Kiely made a motion to adjourn and Mayor Bell seconded. The motion passed unanimously.