

**KY 911 Services Board Meeting**  
**2:00 p.m. Tuesday, September 15, 2020**  
**VIA VIDEOCONFERENCE**

**Call to order**

The September 15, 2020, meeting of the Kentucky 911 Services Board was called to order by Josiah Keats, KOHS Executive Director and 911 Services Board Chairman, at 2:02 P.M. (EST) via videoconference.

**Members Present:**

Director Josiah Keats, KOHS Executive Director  
Secretary Kerry Harvey, PPC  
Mayor Daniel Bell, City of Taylor Mill  
Judge Harry Clark, KACo  
Director Michael Johnson, Tier III CMRS Providers  
Director Kristi Jenkins, KENA/APCO  
Magistrate Tim Vaughan, Jessamine County

**Members Absent:**

**K911 Services Board/KOHS Staff:**

Mike Sunseri	Christie Ross	Mark Gaus
Wes Willis	Jason Childers	Watson Harding

**Guests:**

Tandy Hubbard	Chris Pavasaris	Jeff Ledbetter
Paul Nave	Jimmy Kitchens	Kurt Beilman
Ollie Galam	Don Kiely	Two unidentified callers

**Welcome of new members and staff**

Three new members joined the Kentucky 911 Services Board. Kristi Jenkins represents the 911 staff associations of KENA and APCO. Ms. Jenkins is the director of Muhlenberg County 911, and formerly served on the 911 Advisory Council. Harry Clark is the Judge-Executive of Rowan County. Judge Clark is representing the Kentucky Association of Counties (KACo). Michael Johnson is the Director of Technical Operation for East Kentucky Network and will represent Tier III wireless providers.

The 911 Services Board staff also have two new members. Jason Childers swapped position with Wes Willis. Jason has been with KOHS for about a decade, serving in various roles throughout the office, including grants, finance, and multiple roles in the fusion center. Wes has taken over the school safety portfolio in the fusion center. Watson Harding will serve as our GIS specialist. Mr. Watson has nine years of experience as a GIS professional and will act as the GIS liaison between certified PSAPs, the Board, and the contracted GIS integration solution provider, when hired. He will also provide GIS support for KOHS and the Intelligence Fusion Center.

**Approval of minutes**

Mayor Bell requested approval of the minutes from June 30, 2020, board meeting. Secretary Harvey seconded the motion, which carried unanimously.

### **Old Business**

- National NG911 grant - Proposals from second RFP of Kentucky's NG911 federal grant project, the Supplement Data Portal, have been reviewed by the RFP evaluation team. The data portal will push information such as GIS mapping and aerial photography, advanced caller location information, and text to 911, to call centers across the Commonwealth. The evaluation teams have received proposals for both RFPs and, for the first time, have a clear picture on the pricing side. We are proceeding cautiously and using analysis to determine what will allow us the greatest gain for the available funds, both through the federal grant and ongoing resources. Both RFPs are still open procurements so staff are limited by statute on discussing details. Mr. Sunseri ended by stating that we have secured the ongoing funding mechanism through legislation the Board passed in the 2020 legislative session redirecting the carrier cost recovery fund to a dedicated NG911 funding pool, which will accumulate about \$800,000.00 a year to continue projects started with the federal grant.
- 2020 911 Services Board grants – The 911 Services Board staff has had virtual Grant Meetings will all but three awardees. Our procedures changed slightly due to the new venue. Fifty contracts have been drafted and none are pending. Forty-seven file folders have been mailed to awardees and grants staff are awaiting documents to be submitted from six recipients.

Mr. Sunseri commended Christie Ross and Mark Gaus for their hard work during this difficult and busy time. Ms. Ross deserves recognition and appreciation for suffering through two audits, financial reviews, the 2020 PSAP survey, and a new 2020 grant cycle that all happened simultaneously. This confluence of financial obligations and deadlines led to the realignment of staff and a few other changes that will allow a shift in workload.

- 2020 PSAP survey – Jason Childers reported on the PSAP survey. Out of 117 PSAPs, 98 have completed the four required survey sections. Most that are not completed are only missing one of the required links. Mr. Childers provided an overview of what the survey tracks. KOHS cyber analyst Phillip Ross has worked extensively in generating this survey. Mr. Ross will work with an intern to sort data collected, which will be available to general public, PSAPs, staff, and the Board.

### **New Business**

#### **K911 Services Board Administrator's Report**

- 2021 911 Services Board Grants – Mr. Sunseri proposed the following dates for the new grant cycle.  
Nov. 2, 2020 – Grant release date  
Nov. 10 & 13, 2020 – Grant workshops  
Feb. 19, 2021 – Grant submission deadline  
Mar. 3 & 4, 2021 – Peer reviews  
Mar. 23, 2021 – Board Meeting to approve recommended grants  
May 15, 2021-Jan. 31, 2023 – Grant Cycle

Mr. Sunseri explained that moving the grant cycle up by three months will allow another grant cycle to be completed in advance of next summer's Next Generation 911 (NG911) mapping guidelines will help many PSAPs work on their mapping to ensure compliance with the updated statewide NG911 plan. He asked the Board for approval of these dates. Following no discussion, the 911 Services Board staff will

move forward with the above dates.

- Kentucky NG911 Road Map – Mr. Sunseri gave an overview of state NG911 plan that began was last updated in 2009. The basic components are to have an IP-connected network, using NG-level GIS mapping and geospatial call routing. David Lucas of Mission Critical Partners (MCP), the Board’s technical consulting firm, gave an explanation of developing a new NG911 strategic plan for Kentucky. MCP facilitated two virtual brainstorm sessions—one with Board staff and another with more than a dozen representatives of the 911, first responder and local government communities, was held over the last month. The sessions also included a comprehensive assessment of Kentucky’s current state of NG911 readiness.
- Update on 911 Advisory Council Working Groups
  1. Public Safety GIS Integration – This group is working on the next phase of NG911 mapping requirements: address/structure points. Paul Nave, director of Owensboro-Daviess County 911, led the group’s efforts to outline guidance to adopting address and structure points. The group made a presentation of the recommended guidelines to KENA/APCO leadership. Mr. Nave and Mr. Lucas will be presenting this vision to KENA/APCO membership tomorrow.
  2. Education – Mr. Gaus provided a report for work group chair Chris Freeman. The education work group is focused on expanding continuing education opportunities for telecommunicators and developing common standards for training and PSAP equipment across the commonwealth. A meeting was held on September 2, 2020 with nine members present. The discussion included a screening process for directors and managers in hiring telecommunicators due to the high turnover. This group’s goal is to come up with a strategy from ground up to enhance current requirements and pinpoint needs.
  3. Legislative – Mr. Sunseri and group has been gathering input from the various groups to create a single piece of legislation. Much planning and effort has been put into RFPs and working groups having coordinated lines of effort and all our initiatives feeding into the same ultimate goal. The Board has made great strides with successfully passing legislation in Kentucky, but still have much work to be done to roll out NG911 statewide. Mr. Sunseri indicated 2021 would be especially challenging on the legislative front as the General Assembly will be focusing on the state budget in a COVID-19 environment.
- FY 2020 Financial Annual Report – (See attached)
- 2017-19 PSAP/provider financial reviews - The PSAP and provider agreed upon procedures (AUP) financial reviews, staff has received 69 completed PSAP AUPs. By and large, the finding reports were clean. Those with minor issues are being addressed by Board staff. One PSAP did not respond with appropriate documentation. Ms. Ross has been in contact with the treasurer and is seeking to resolve the situation. Staff is in receipt of 14 provider AUP finding reports with no material findings of note. Overall, this has been a highly successful financial review year.
- FY 2018-19 Board administrative fund audit – Ms. Ross reported the Board has completed its audit for Fiscal Years 2018-19 with no material findings. There were four notations relating on the revenue side with prepaid fees that flow through the Department of Revenue (DoR). We have improved the process significantly; however, by nature of DoR’s internal policies and procedures, the Board continues to have issues surrounding receiving detailed financials in a complete manner. There were no findings or notations relating to Board expenses.

**Adjournment**

Mayor Bell motioned to adjourn the meeting at 2:49 P.M. (EST). Judge Clark seconded, and the motion carried unanimously. The next regularly scheduled meeting of the 911 Services Board are to be held at 2:00 P.M. (EST) on December 1, 2020, via videoconference.

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