

**KY 911 Services Board**

**Meeting Minutes**

**September 13, 2017 3:00 PM**

**Crowne Plaza Hotel**

**830 Phillips Lane, Louisville, KY 40309**

**I. Call to Order**

Mr. William L McElheney, CPA, citizen appointee, called to order the meeting of the Kentucky 911 Services Board at 3:00 p.m. on September 13, 2017, at the Crowne Plaza Hotel, Louisville, KY. He asked the Secretary to call roll.

**II. Attendance**

The following board members were present:

Sandy Dunahoo, Commissioner, Department of Local Government

Michael Dossett, Director, Division of Emergency Management

William L. McElheney, CPA/citizen appointee

The Following board members were absent:

David Dickerson, Secretary, Public Protection Cabinet

John Holiday, Executive Director, KY Office of Homeland Security

Gail Russell, Deputy Secretary, Public Protection Cabinet was in attendance for Secretary David Dickerson.

Mike Sunseri, Deputy Director, Kentucky Office of Homeland Security, was in attendance for Director John Holiday

**III. Proceedings**

Mr. McElheney noted that there was a quorum present and the Board was duly constituted to conduct business. Mr. McElheney called the meeting to order and welcomed everyone in attendance. Mr. Dossett made a motion to approve the minutes submitted for the June 22, 2017, meeting. Ms. Dunahoo seconded the motion and all were in favor.

**IV. New Business**

Kentucky 911 Board Administrator Jarred Ball discussed modifications to 2017 grant award amounts to accommodate accounting standards by rounding up to the nearest dollar. Mr. McElheney made a motion to approve and Mr. Dossett seconded the motion and all were in favor.

Mr. Ball discussed the transition of the 911 Services Board Office location which caused mail delivery delays for three 2017 grant applications. These were postmarked before the deadline but were received well after the deadline and were neither scored by peer reviewers nor considered for funding. Mr. Dossett made a motion to have these peer reviewed by previous reviewers and to be considered for funding should any grant score higher than the lowest awarded grant for the 2017 cycle. Mr. McElheney seconded and all were in favor.

Mr. Ball discussed three grants that were believed to be expired, but not reimbursed. Resolution was reached with the Finance Cabinet to have these reimbursed.

Mr. Ball noted that in January 2018, the Kentucky Auditor of Public Accounts would conduct financial audits of the Kentucky 911 Services Board for fiscal years 2014 and 2015.

Mr. Ball stated that the August pro rata and volume payments were successfully made to certified PSAPs.

Mr. Ball stated that grant contracts were created and given to all new awardees. These are being signed by the locals and returned to the 911 board for final processing.

Mr. Ball stated that Advisory Council members have been appointed to the board. There are 13 appointees: Jeff Medley/KSP, Sheriff Chuck Dills/KY Sheriff's Association, Jamie Land/KY Association of Chiefs of Police, Brent Francis/KY Firefighters Association, Diane Vogel/Louisville Metro EMS, J.D. Cheney/KY League of Cities, Bob Leeper/McCracken County JE, Kristi Jenkins/Muhlenberg County 911, Paul Nave/Owensboro PD, Michael Holt/London 911, Deron Rambo/Frankfort 911, Todd Sparrow/Lawrenceburg 911, and Tyler Campbell/KTA.

Mr. Ball discussed PSAP site visits. An effort is being made for Mr. Ball to visit every PSAP in the state.

Mr. Mike Sunseri, Deputy Director, KY Office of Homeland Security, updated the board on the 2017 APCO national meeting in Denver, CO. The event was well-planned with useful presentations. Mr. Sunseri encouraged others to attend in the future.

## **V. Old Business**

No old business

## **VI. Financial Report**

Presented by Mr. Jason Childers, Kentucky Office of Homeland Security. Mr. Childers presented a brief overview and account activity summary of the six funds of the Kentucky 911 Services

Board provided to Board members. The provider account is a reimbursement account to PSAPS that are deemed Tier 3 (cost recovery). The pro rata account contains funds that are allocated to PSAPS that were certified before January 1<sup>st</sup>, 2004. The volume payment fund is based on wireless carrier workload. This fund uses zip code reports from wireless carriers to calculate the volume payment. The admin account are funds used to administer the board and for operating cost. The interest fund is interest accrued from other accounts then reallocated to the other Board accounts on a quarterly basis. The grant fund provides grants to PSAPS, which the board just approved in accordance with HB585. Listed in that bill are all the items that PSAPS are eligible for grant funding.

**VII. Closed Session**

Mr. McElheney made a motion to enter into closed session at 3:16 p.m. Mr. Dossett made a motion to enter into closed session to discuss legal matters and a new employee. Ms. Dunahoo seconded the motion and all were in favor.

**VIII. Reopen**

Mr. McElheney brought the meeting back into open session at 3:35 p.m. Ms. Dunahoo made a motion to enter into open session. The motion was seconded by Mr. Dossett.

**IX. Adjournment**

Mr. McElheney made a motion to adjourn the meeting until the next regular board meeting. The specific time and date will be posted on the 911 Services Board website in advance of the meeting. Motion to adjourn was made by Ms. Dunahoo and seconded by Mr. Dossett. All were in favor of the motion and the meeting was adjourned at 3:40 pm.