

9-1-1 SUBCOMMITTEE

THURSDAY, MARCH 7, 2019  
10:00AM

DEPARTMENT OF MILITARY AFFAIRS  
2400 WRIGHT STREET, MADISON, WI  
ROOM 230

**MEETING MINUTES**

1. Meeting was called to order at 10:00 AM by Chair Bob Frank.
2. Quorum was established with 12/18 members present. Present in person: Tom Czaja, John Dejung, Bob Frank, Danielle Miller, and Jean Pauk. Present via Teleconference: Andy Faust, Joseph Nash, Rodney Olson, Kristina Page, Marcie Rainbolt, Doug Wenzlaff, and Fire Chief Robert Whitaker
3. Review and approval of December 20, 2019 Meeting Minutes

*Motion to approve meeting minutes by Czaja. Seconded by Page. Unanimous approval.*

4. Old Business

A. Membership Updates

- Discussion of Subcommittee Members terms ending in 2019
  - Chair Frank stated that applications have been submitted to the Governor's office to fill the Wisconsin Cities, Villages or Towns appointment.
  - The members whose seats will expire on July 1, 2019 are:
    - Association of Emergency Medical Service Providers – currently represented by Wisconsin EMS Association (WEMSA)
    - Association of Wisconsin Fire Chiefs – currently represented by Wisconsin State Fire Chiefs Association (WSFCA)
    - National Commercial Mobile Radio Service Provider - currently represented by AT&T
    - Competitive Local Exchange Carrier - currently represented by Mosaic Telecom
    - Association that promotes Emergency Management – currently represented by Wisconsin Emergency Management Association (WEMA)
    - Association of Land Information Professionals – currently represented by Wisconsin Land Information Association (WLIA)
  - Chair Frank stated the Governor's representative that handles gubernatorial appointments is Cassi Fenili (Cassi.fenili@wisconsin.gov). Current appointees may reapply at any time if their appointment is expiring and Chair Frank encouraged those that wanted to reapply to do so soon, to avoid problems with quorum in the future. Jessica Jimenez will send an email with the link to the Governor's website where Subcommittee members can reapply.

- Subcommittee Chair/Vice Chair Nominations and Election for 2019

*Motion to nominate Bob Frank as Chair by Dejung. Seconded by Czaja. There were no other nominations. Unanimous approval.*

*Motion to nominate Danielle Miller as Vice Chair by Dejung. Seconded by Czaja. There were no other nominations. Unanimous approval.*

B. DMA/OEC Update

- Czaja announced that he will be retiring as Director of Emergency Communications on May 10, 2019. This will leave an open seat on the Subcommittee for an individual appointed by the Adjutant General.
- Jessica Jimenez and Molly Boss, along with 911 Authority staff, held regional 9-1-1 outreach sessions and on-site PSAP visits the week of January 28.
- Discussions on the RFP for a new radio system are moving forward. No further information is available due to state procurement laws.

C. Telecommunicator CPR Update

- Chair Frank has been following the progress of the Telecommunicator CPR training that is being managed by the Wisconsin Department of Health Services (DHS). \$225 thousand in grant funds are available to fund improvement of operations and services for the public service answering points (PSAPs) that have completed the Telecommunicator CPR training. The funds must be used by June 2019.

D. Procurement Update

- Jimenez updated on the Request for Information (RFI). 911 Authority has reviewed the twelve responses that were received and developed questions for the vendors to either clarify information provided or explain the vendor's position. That information will be incorporated into and assist in refining the RFP requirements. The ESInet RFP is moving forward, with an anticipated release within the 2019 calendar year.

E. GIS Update

- Faust stated there have been discussions regarding the governance and policies regarding statewide GIS data and trying to determine how those issues will be resolved.
- A scoping meeting was scheduled for March 12, 2019 to begin the discussions regarding what needs to be done to prepare for GIS and NextGen9-1-1.
- Gary Bell reported that NENA/APCO held a meeting at the state cartographer's office, and Bell will forward information from that meeting to Chair Frank for distribution to other Subcommittee members.
- Jimenez stated there is a Recommended Best Practices for Supplemental 9-1-1 Location Data from NENA, NASNA, and iCERT in cooperation with the National 9-1-1 Program. This can be found at [https://cdn.ymaws.com/www.nena.org/resource/resmgr/location/Recommended\\_Best\\_Practices\\_f.pdf](https://cdn.ymaws.com/www.nena.org/resource/resmgr/location/Recommended_Best_Practices_f.pdf). There was discussion regarding what Automatic Location Information (ALI) format looks like, complying with best practices and how to implement with information that is provided, legal issues when looking at addressing information, and uncertainty limitations.

5. New Business

A. Consultant Tasks Project Update

- Jim Lockard from 911 Authority reported that the system assessment survey was sent out to the PSAPs on February 4, 2019, with responses due back by March 1, 2019. Out of an estimated 109 PSAPs, there have been ninety-seven completed surveys returned so far which is an excellent return rate.
- The next steps will be to do quality checks and remove duplicate information on the survey responses. There will be follow-up with agencies that submitted partial or unclear information, along with those that did not submit any information.
- A PowerPoint was presented which reflected preliminary survey data.

B. Federal 911 Grant Program Discussion

- Review of Federal 911 Grant Program Survey Results
  - Jimenez asked for feedback from Subcommittee members as to what members would recommend as items approved for funding out of the Federal 911 Grant, taking survey results into consideration. There was discussion regarding PSAPs that reported they would be able to meet the cost share requirement, PSAPs that currently have NG911 capable equipment, grant application timeframes, prioritizing, and customer premise equipment (CPE) end of life.
  - Based on the results of the data, the Subcommittee discussed having PSAP CPE as the only eligible expense for the first round of grant funding. If additional grant funds are available following the first subgrant application process, other eligible expenses may be considered as part of a budget modification.

*Dejung made a motion for the federal grant application to have CPE as only eligible expense for the first round of grant funding. Miller Seconded. Unanimous approval.*

- Grant Program Workgroup Discussion
  - It was decided that an eligibility workgroup will be established to develop sub-grant eligibility criteria consisting of five members: two PSAP managers, one Wisconsin Department of Health Services representative, one vendor, and one sheriff.
  - An “evaluation” workgroup will be established consisting of internal state staff and one Subcommittee representative to evaluate and award the PSAP sub-grants.

C. Discussion of Governor’s Budget Proposal

- Possible Action to Draft a Letter in Response to the Governor’s Budget

*Dejung made a motion that the 911 Subcommittee strongly encourage the Interoperability Council to oppose the clause in the Governor’s Budget that proposes moving the Office of Emergency Communications to the Department of Transportation. Pauk seconded the motion.*

Discussion followed, with a decision to amend the motion to include the following bullet points to support the reason the 911 Subcommittee is taking the stance:

- Loss of continuity
- Timeline setbacks with current projects
- The creation of uncertainty is unneeded
- A potential for missing deadlines for federal grant funding

*Dejung made a motion to amend the previous motion to include the bullet points. Miller seconded. Czaja abstained. Unanimous approval of amendment to motion.*

*There was a vote taken on the amended motion to the Interoperability Council. Czaja abstained.  
Unanimous approval of amended motion.*

D. Discussion on 9-1-1 Funding

- This will be placed on agenda for next meeting due to time constraints.

E. Other New Business

- The federal Office of Management and Budget has released the 911.gov report, which concludes that the estimated capital expenditure of implementing NextGen9-1-1 nationwide is between \$9.5 and \$12.7 billion.
- Norma Torres has presented a bill to reclassify 911 Telecommunicators as protective service.

6. Public Comment.

There was no public comment.

7. Next meeting will be on May 16, 2019 from 10:00 AM to 12:00 PM with location to be determined.

8. Meeting adjourned at 12:05 PM.

*Motion to adjourn by Czaja. Seconded by Dejung. Unanimous approval.*

Respectfully Submitted,  
Melinda Landon  
DMA/OEC