

9-1-1 SUBCOMMITTEE
APRIL 16, 2020
10:00 AM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Meeting convened at 10:01 AM
2. Quorum was established with 13/16 members present attending via teleconference: Molly Boss (on behalf of Erik Viel), Dena Clark, John Cummings (joined teleconference at 10:05am), John Dejung, Andy Faust, Bob Frank, Danielle Miller, Joseph Nash, Rodney Olson, Jean Pauk (joined the teleconference at 10:06am), Mark Podoll, Marcie Rainbolt (was not able to confirm attendance during roll call due to audio issues), and Kathleen Whitbeck.

Members absent: Kristina Page, Douglas Wenzlaff, and Robert Whitaker.

3. Meeting Minutes
 - A. Review and approval of February 20th, 2020 Meeting Minutes

Motion to approve minutes by Whitbeck. Seconded by Miller. Unanimous approval.

4. Old Business
 - A. Membership Updates - None
 - B. ESInet RFP Status – *Jessica Jimenez*
 1. Responses were due by March 10, 2020.
 2. The RFP is officially in the evaluation stage.
 3. There will likely be more to share in a couple of months.
 - C. Federal 9-1-1 Grant Program Update – *Jessica Jimenez*
 1. 29 applications were received, and \$2.5 million in federal funds requested (out of \$2.9 million available).
 - 24 applicants received awards ranging \$11k - \$276k
 - 5 applications were denied
 2. Eligible grant projects included CPE and recording equipment replacement or refresh.
 3. Approximately \$2.1 million was awarded, there is approximately \$624k available for a second round of applications.
 4. Jimenez led the Subcommittee in a discussion on the second round of PSAP grant guidelines and eligible expenses.
 - Reviewed the federal grant metrics and the projected status after the first round of grants.
 - Highlighted the federal metric goal of 80% of PSAPs having purchased and implemented NextGen-capable CPE. The projected status after the first round of grants is estimated at 71%.
 - Reviewed proposed eligible expenses and corresponding cost estimates.
 - Mobile answering positions were discussed as a possible eligible expense as PSAPs start to look at how to accommodate social distancing considerations during COVID-19.

Jimenez will follow up with the federal grant administrative agencies to confirm eligibility before proceeding.

- Jimenez will have a summary document ready for review at the next meeting that can be distributed to PSAPs for awareness of a second round of funds and assist with budgeting.

Dejung moved to prioritize eligible expenses in the following order: CPE replacements or upgrades, then recorders, and then mobile answering positions pending authorization from the feds. Dejung also moved to prioritize PSAPs who did not receive first round funding, as well as multi-jurisdictional PSAPs. Seconded by Podoll. Unanimous approval.

D. GIS Gap Analysis RFP Update – *Jessica Jimenez*

1. An Intent to Award has been issued to GeoComm
2. Currently in a 15-day protest and appeals period that runs until April 22nd. A contract will be put in place shortly thereafter.
3. The contract will include the following four tasks:
 - NextGen9-1-1 Standards Development
 - GIS Data Gathering and Assessment
 - Stakeholder Outreach
 - Final Report and Future Planning
4. The project will be completed by June 2021
5. Jimenez will give regular updates to the Subcommittee throughout the life of the project.

E. Wisconsin Act 26 Update – *Jessica Jimenez*

1. The Scope Statement is under review by the former DMA Legal Counsel.
2. The next steps according to the Administrative Rule Manual are as follows:
 - Submit the Scope Statement to the Department of Administration for review
 - Attain gubernatorial approval
 - Publish Scope Statement in Administrative Register
 - Begin drafting rule, preparing Economic Impact Analysis, and soliciting public comment

F. 2020 Strategic Plan Update – *Jessica Jimenez*

1. The focus group held a meeting on March 12 to discuss the funding and legislation sections.
2. There is a teleconference scheduled for the end of April to discuss technology sections.
3. The group is anticipating another meeting following the technology discussion to review the full draft, and then schedule additional meetings as needed for final edits.
4. The goal is to have a final plan ready for review at the June meeting, but this may get pushed due to the current health crisis and competing priorities.

5. New Business

A. Discussion on the impact of COVID-19 on PSAPs – *Bob Frank*

1. Frank asked for applicable Subcommittee members to share how COVID-19 has impacted their PSAPs.
 - Clark, Podoll, and Dejung all shared examples of added safety measures they are taking, screening they are conducting, as well as trends they are experiencing related to call volume and types of calls.
2. There was also discussion about the Governor’s Emergency Order #19: Appropriate Use Of COVID-19 Information by Law Enforcement Agencies, First Responders, and Public Safety Workers.

- Clark, Podoll, and Dejung all shared their experiences with getting applicable COVID-19 information from local health departments.
- Some health departments are sharing known COVID-19 positive addresses for local CAD systems on a case by case basis. There was acknowledgment that this information would be essential to first responders for situational awareness and monitoring for potential mutual aid requests in neighboring areas that may have more limited resources.

B. WECS 2019-2020 Tactics Status Update – *Molly Boss*

1. Boss reminded the Subcommittee that they are responsible for the following tactics as part of the WECS (Wisconsin Emergency Communications Strategy), before handing it over to the Subcommittee to discuss.
 - Identify and promote minimum data standards and integrity for 9-1-1 and GIS integration.
 - Faust stated that the Subcommittee is already working on this tactic by way of the WLIA Task Force and the planned GIS Gap Analysis.
 - Develop and communicate recommendations for the implementation of NG9-1-1.
 - Faust commented that the GIS Gap Analysis will help the Subcommittee identify additional stakeholders, which will help foster further communication with stakeholders across the state regarding NG9-1-1. Faust also suggested that the Subcommittee reach out to professional associations and/or conferences to reach more people.

C. Introduction to the new Public Safety Broadband Specialist – *Molly Boss*

1. Boss announced OEC's new Public Safety Broadband Specialist Margaret Zieke.
2. Zieke introduced herself and shared her background with the Subcommittee.

D. Volunteer to host next meeting

1. Frank recommended that the Subcommittee should not make any plans for an alternate meeting location at this time due to constraints related to COVID-19.

E. Other New Business

1. Clark shared that Chippewa Valley Technical College will be starting a Dispatch Certificate Program, beginning in January 2021.
2. Jimenez shared that the Governor's proclamation of April 12-18, 2020 as Public Safety Telecommunicators Week that recognizes telecommunicators for their service to the public and first responders will be shared via GovDelivery.

6. There was no public comment.
7. The next meeting will be June 18, 2020, location TBD.
8. Meeting adjourned at 11:06 AM.

Motion to adjourn by Dejung. Seconded by Faust. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC