

9-1-1 SUBCOMMITTEE
AUGUST 20, 2020
10:00 AM

WEB & TELECONFERENCE ONLY

MEETING MINUTES

1. Meeting convened at 10:00 AM
2. Quorum was established with 13/18 members present attending via teleconference: Dena Clark, John Cummings (joined late), Andy Faust, Bob Frank, Brad Jorgenson, Jamey Lysne, Danielle Miller, Mark Podoll, Marcie Rainbolt, Matt Sparks, Erik Viel, Robert Whitaker (joined late), and Kathleen Whitbeck.

Members absent: Steve Kutsch, Rodney Olson, Kristina Page, Kinnyetta Patterson, and Jean Pauk.

3. Meeting Minutes
 - A. Review and approval of June 18, 2020 Meeting Minutes

Motion to approve minutes by Rainbolt. Seconded by Jorgenson. Unanimous approval.

Frank requested that agenda item 5A be moved up to follow agenda item 4A.

Motion to move agenda item 5A: Review and approval of Recommendations for FY21-23 NG911 Budget Priorities and Letter of Support from the 911 Subcommittee Written by the Chair to follow agenda item 4A: Membership Updates by Viel. Seconded by Miller. Unanimous approval.

4. Old Business
 - A. Membership Updates:
 1. Frank asked the new and returning members to introduce themselves and share their background.
 - Discussion regarding requirements for open records training for Subcommittee members.
5. New Business
 - A. Review and approval of Recommendations for FY21-23 NG911 Budget Priorities and Letter of Support from the 911 Subcommittee Written by the Chair.
 1. Jessica Jimenez discussed the following items as potential priorities for 2021-23 NG9-1-1 program funding:
 - ESInet/NextGen Core Services Contract(s)
 - NG9-1-1 GIS Database Management
 - Act 26 State NG9-1-1 Grant Program
 2. Anna Oehler discussed the general biennial budget process and timeline.

Motion to approve the Recommendations for FY21-23 NG911 Budget Priorities and Letter of Support from the 911 Subcommittee Written by the Chair by Rainbolt. Seconded by Page. Unanimous approval. Viel abstained.

4. Old Business

B. ESIInet RFP Status – *Jessica Jimenez*

1. Responses were due by March 10, 2020.
2. The RFP is officially in the evaluation stage.

C. Federal 9-1-1 Grant Program Update – *Jessica Jimenez*

1. Approximately \$624,000 available for a second round of local grant applications.
2. Additional funding identified from excess administrative costs and potential underspending by round one grant recipients.
3. Based on recommendations at the last 9-1-1 Subcommittee meeting:
 - Allowable expenses for round two were prioritized in the following order: 1. CPE hardware/software replacement or upgrade, 2. Logging recorders, 3. Mobile answering positions.
 - Preference would be given to those who did not receive funding in round one.
4. OEC will be releasing the formal grant announcement in the next few weeks.
5. Discussion and possible action related to round two grant parameters
 - Mobile answering positions: is this meant to create new seats in a PSAP or convert an existing seat into a mobile position?

Motion to allow funding from round two of the Federal NextGen9-1-1 Reimbursement Grant to be used to create new seats within a PSAP for mobile answering positions by Faust. Seconded by Page. Unanimous approval.

- Excess funding: should excess grant funding go to round two or be kept separate for possible supplemental awards in round one and/or round two?
 - Three options for excess funding:
 - Allocate all remaining funding to round two and allow round one subgrantees to apply for supplemental funding through competitive round two process
 - Allocate all remaining funding to round two and do not allow round one subgrantees to apply for any additional funding
 - Allocate excess funding to supplement overspending in round one and possible round two subgrantee projects

Motion to allocate all remaining Federal NextGen9-1-1 Reimbursement Grant funding to round two and allow round one subgrantees to apply for supplemental funding through the competitive round two process by Jorgenson. Seconded by Faust. Unanimous approval.

D. WECS 2019-2020 Tactics Status Update

1. Identify and promote minimum data standards and integrity for 9-1-1 and GIS integration.
 - Frank reiterated that this tactic will be completed by way of the planned GIS Gap Analysis.
2. Develop and communicate recommendations for the implementation of NG9-1-1.
 - 2020 Strategic Plan satisfies this tactic.

E. GIS Gap Analysis Project Update – *Jessica Jimenez*

1. Continuing Task 1: GIS Standards Development
 - WLIA NG911 Task Force and GeoComm will develop a NG911 GIS Standards Guide for Wisconsin.

- The goal is to complete the Standards Guide by the end of September 2020, and it will be presented to the Subcommittee at the October meeting.
 - 2. Educational seminars were held on July 30 and August 5; a recording of the seminar has been distributed.
 - 3. Began Task 2: Data Collection
 - As of August 14, 65 requests have been distributed
 - Once the quality check has been completed, each jurisdiction will receive a results report with recommended next steps, and will also have a conference call with GeoComm to discuss the results.
 - 4. Final gap analysis report will be delivered to the 911 Subcommittee in May 2021. The report will be a summary of the project, a summary of the results, and some recommendations as to how we can move forward.
 - 5. PSAPs can request reimbursement for costs associated with requests to vendors for Automatic Location Identification (ALI) data. Once that data has been submitted to GeoComm, reimbursement requests (with the invoice and proof of payment), may be submitted to Jessica Jimenez.
- F. Website Content Discussion
1. Working on content for Interoperability Council and Subcommittee pages
 2. Draft content possibly ready for review at next meeting
5. New Business
- B. Wisconsin Act 26 Update – Jessica Jimenez
1. Discussion and possible action to make recommendations to DMA on grant purposes and eligibility criteria for draft administrative rules.
 - Jimenez reviewed Wisconsin Act 26 requirements and discussion points. A draft rule needs to be given to the legislature for consideration before the scope statement expires (December 2022). The goal would be to get something to the legislature by mid-late 2021.
 - Subcommittee members were asked to talk to their corresponding organizations and/or PSAPs to gather information to contribute to the administrative rules.
6. Public Comment
- A. Frank read a letter from WLIA regarding budget and data needs for Wisconsin’s NG911 System.
1. The letter will be put on the agenda for the next 911 Subcommittee Meeting.
7. The next meeting will be October 15, 2020, location TBD.
8. Meeting adjourned at 11:22 AM.

Motion to adjourn by Cummings. Seconded by Page. Unanimous approval.

Respectfully submitted,
Meredith Hauge
DMA/OEC