



**SOUTH DAKOTA 9-1-1 COORDINATION BOARD**

**MEETING MINUTES FOR JUNE 8, 2017**

**VIA TELECONFERENCE**

**Board members present:** Brown, DeNeui, Haines, Kippley, McPeek, Reinesch, Rufledt, Sawvell, Serr

**Board Members Absent:** Harding, Miller

**Staff Present:** Shawnie Rechtenbaugh (State 9-1-1 Coordinator)

**Others present:** Jenna Howell (DPS), Dawn Hill (DPS), Tony Mangan (DPS), Christy Hayes (GeoComm), Sara Weston and Wendy Day and Joel McCamley (911 Authority)

**I. Call to Order and Roll Call**

The meeting was called to order at 10:08am CDT by Rufledt. Roll call was taken and a quorum was present.

A special welcome to Rachel Kippley, our new board member from Brown County representing the SDACC.

**II. Approval of Agenda**

Motion to approve the meeting agenda with changes noted.

Moved by: DeNeui      Seconded by: McPeek

Discussion: None.

Vote: 9 yeas, 0 nays. Motion Carried unanimously.

Harding is traveling today and has limited cell service so was not able to join. We would wish him congratulations on his recent election as the Mayor of Pierre.

**III. Approval of Meeting Minutes**

Motion to approve the March 31, 2017 meeting minutes.

Moved by: Vernon      Seconded by: Reinesch

Discussion: None

Vote: 9 yeas, 0 nays. Motion carried unanimously.

**IV. Member Appointments.**

Rachel Kippley from Brown County has recently been appointed and Shawnie will email her the committee listing so she can decide what committee(s) she might want to join.

Terms ending June 30, 2017 are Don Reinesch (SDACC), Steve Harding (SDML) and Marlene Haines (APCO). All three have expressing a willingness to serve another term and their respective organizations support their reappointment as well. Their names have been submitted to the Governor for consideration and we will likely know later this month.

**V. NG911 Project Updates**

**A. GeoComm Report.**

Christy Hayes from GeoComm reported they have been working with the counties on their data submission. About 41 counties have their data complete and to the accuracy standard and with all fields populated. GeoComm is actively working with 13 additional counties to acquire the rest of the data and needed

information. All of those counties are cooperative and participating. The goal is for the condition of data to match the MSAG database and we are on our way to the goal. We have 12 counties with a match rate of over 98% and another 11 counties over 90% so that is very good progress. The counties are working very hard. We continue to get submissions to the DIMES system monthly from about 5 or 6 counties per month. The Districts have been submitting data on behalf of their counties as well. GeoComm will be at the SD Statewide Geospacial conference to talk about the DIMES system and the work in SD.

#### B. NG911 Project Management Update.

Sara Weston with 9-1-1 Authority has rejoined our project as our NG911 project manager along with Wendy Day who is providing regulatory support. Sara and Wendy both originally worked on our project under LR Kimball for the last several years. Through our contract with 911 Authority, Joel McCamley is also assisting on our project in a technical advisory capacity. Sara is located in Birmingham and Joel and Wendy are in Pennsylvania.

The 911 Authority team and Shawnie were all at the NENA conference this week and had a lot of conversations and meetings with each other and folks from Comtech regarding our project. The team will be getting together in the next week to discuss further and will keep the board updated as needed.

CPE – installations at PSAPs are almost complete. Service Update 9 is scheduled for Monday the 12<sup>th</sup>. This is expected to resolve some of the lingering issues the PSAPs have been having with the equipment.

Network project – Originally we had planned to do the ESInet part of the project first and then the CPE, but early on we realized that much of the CPE equipment in our PSAPs was at end of life and therefore we should do the CPE project first. So that has been the primary focus of the last two year.

On May 9-10 Ted, Kelly, Shawnie, 911 Authority (Sara, Joel), and Federal Engineering (RD, Scott, Marshall) met with Comtech (Laurie Hickok, Andrew Singer, Ray) in Rapid City for an intense day of discussion around the ESInet portion of our NG911 project. Comtech will deliver a project plan to the state in the very near future with a deployment schedule. Rufledt mentioned we are planning to start moving PSAPs over to the ESInet late summer or fall. This will not be as intrusive to the PSAP as with the CPE, but it will be very important to the PSAPs to know the plan and schedule moving forward. Rufledt mentioned that once the PSAPs are cutover to the ESInet they should start to see some of their trunk costs start to go away. Things they are currently paying Century Link and West for will be eliminated. Hopefully those savings will happen later this year.

We are in talks with Comtech weekly if not daily to make sure things are getting back on track and to our liking. They have been making good progress and we are pleased to see that.

#### **VI. Contract Amendment Wild Turkey Enterprises**

We contracted with Wild Turkey Enterprises, Mark Mills, in October of 2016 for \$15,000. Mark has been conducting the back log of compliance reviews and the CPE cut overs when Shawnie can't be there. He has attended 8 CPE cutovers and completed 10 compliance reviews. This has been quite an undertaking and has required quite a bit of travel and hours over the past 7 months. A draft contract amendment is provided for your consideration to exercise the one year extension on the contract to October 2018 and adds an additional \$15,000. Mark has been a great support to the board and Shawnie.

Motion to approve the amendment to the Wild Turkey contract.

Moved by: Haines      Seconded by: DeNeui  
Discussion: None  
Vote: 9 yeas, 0 nays. Motion carried unanimously.

Shawnie will route it for signature.

## **VII. Compliance Reviews**

Revised Compliance Procedure – Mark has reviewed this document and we are looking at some revisions to capture the current process. The administrative team will review the document and provide a draft revised copy for the board to consider at the next board meeting.

Compliance visit schedule – Mark Mills has been working to complete the needed compliance visits. He has completed 10 and has several more scheduled in the upcoming months.

Compliance Review Summary Report for FY17. We have 6 remaining PSAPs who are not compliant (Bon Homme-24 items, Butte-7 items, Marshall-1 item, Meade-3 items, Miner-2 items, Roberts-10 items).

## **VIII. Senate Bill 113**

Howell reported that Senate Bill 113 was signed into law during legislative session. Senator Peters brought this bill and worked with us. She had hoped to remove the sunset clause and add a compliance requirement with the bill. It passed as changing the sunset clause date out by one year and requires the PSAPs must be compliant with administrative rules or forfeit their portion of the 911 emergency surcharge dollars after 180 days.

However, it was determined after session was complete, that the bill did not amend all of the necessary sections of law to accomplish the intent. We have already been talking with LRC and they have visited with Senator Peters with a plan to make this correction during in the 2018 session. Brown – there is an upcoming special session of the legislature, could this be fixed then? Howell – no. She reassured the board we have the ability to work through the regular legislative session to make the necessary corrections during the 2018 legislative session.

Under the new law, if a PSAP is not compliant with administrative rule, they have 90 days to come into compliance or submit a plan to become compliant to the board for consideration. After 180 days if the PSAP has not become compliant or received approval of their plan, then their surcharge would be deposited into the 911 emergency fund and forfeited. Ruffedt - If they do not get funding for a few months and then become compliant do they then get those back surcharge dollars? If it is after the 180 days, no, those dollars are forfeited. Between 90 and 180 days the dollars are just withheld and the PSAP could then receive those dollars if they achieve compliance before the 180<sup>th</sup> day. We have 6 PSAPs who are presently not compliant. The board could send an information letter to those PSAPs to make them aware of the upcoming law as a courtesy. McPeek – we had the grant program at one time to help the PSAPs. Do we still have the option to do that? Ruffedt – we did at one time and the board suspended it. Howell – it was suspended so if the board wanted to offer a program again, they could chose to do that and would need to take board action to do so.

Motion to authorize an informational letter to the non-compliant PSAPs of the upcoming statute change.

Moved: Serr    Second: DeNeui

Discussion: None.

Vote: 9 yeas, 0 nays. Motion Carried unanimously.

**IX. Condition Statement and Collections Report**

Please review and if you have questions, let Shawnie know.

**X. Annual Reports**

The 9-1-1 Profile Database is a web-based reporting tool requested by the National 911 office each year. This was due May 31<sup>st</sup>. This year 48 states/territories completed the data submission. The data can be found at on the www. 911.gov website.

The County/PSAP Annual 911 Financial Reports are close to being finished. I have had some assistance with the reviews this year from Renee and Heather in the DPS Finance Office. This has been a welcomed relief as it is a very labor intensive process. 71 of the 77 reports have been reviewed and approved to date. We have just 3 PSAPs and 3 counties who are still making revisions. Mellette County has not submitted a report again this year. I will have a summary report for review at the next board meeting.

The FCC requires all states submit the annual report questionnaire each year by June 30<sup>th</sup>. I am working on the report as time allows and will have it submitted by the deadline.

The final annual report to complete is the report we provide to the Governor and the Government and Operations and Audit Committee which is usually completed around August 1<sup>st</sup> each year. Shawnie will begin drafting this report as soon as the fiscal year is complete on June 30<sup>th</sup> and will provide it to the board at an upcoming meeting.

**XI. Other Business**

Next meeting date will be August 10, 2017 at 10am Central Time.

McPeek – where are we at with Comtech payments? Ruffedt reported we held the February and the April payments. The state team (Ted, Kelly, Shawnie, 911 Authority and FE) are monitoring and talking about Comtech’s progress almost daily. The SU9 update is scheduled to be on our system next Monday night. We are hoping that will resolve the remaining issues we have and the reasons we have held the payments. If that goes as planned we should be ready to release the two held payments.

**XII. Public Comment**

There was no public comment.

**XIII. Adjourn**

Motion to adjourn the meeting.

Moved by: Reinesch    Seconded by: McPeek

Discussion: None

Vote: 9 yeas, 0 nays. Motion Carried unanimously. Meeting adjourned at 11:14am Central Time.