



SOUTH DAKOTA 9-1-1 COORDINATION BOARD

(DRAFT) MEETING MINUTES FOR JULY 17, 2025
1000 AM CT/0900 MT

Via Microsoft Teams

Board Members Present: Chase, DeNeui, Kabris, Leon, Olson, Serr, Sutton, Toomey, Turman, Wollmann.

Board Members Absent: Eich

Staff Present: Jason Husby, State 9-1-1 Coordinator, Dawn Hill (DPS)

Others Present: Anthony Iverson (Union County 911), Chandra Neilan (Meade County 911), Harry Redman (District III – Yankton), Sarah Jesz (Brown County 911), April Denholm (Lake County 911), Troy VanDusen (Watertown 911), Andrew Boyd (Service Provider), Kent Jones

I. Call to Order and Roll Call

The meeting was called to order at 10:05AM Central Time by Serr. Roll call was taken, and a quorum was present.

II. Adoption of Agenda

No changes were suggested.

Motion to adopt the agenda.

Moved by: Sutton

Seconded by: Wollmann

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried unanimously.

III. Approval of June 20th, 2025 Meeting Minutes

No changes were suggested.

Motion to approve the June 20th meeting minutes.

Moved by: Turman

Seconded by: Toomey

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried unanimously.

IV. 911 Board appointments and re-appointments

Husby announced due to an increased workload at Golden West, Andrew Boyd will allow his board term to expire. The SD Telephone Association (SDTA) is who Husby solicits to fill the service provider positions. Several members of the SDTA have recommended Dan Eich to fill Andrew's position. This appointment has been confirmed by the Governor's Office. Husby felt Dan's experience and current responsibilities will be an asset to the board as we move forward with several large-scale projects across the state.

Husby also announced Aimee Chase, the manager at Sioux Falls Metro Communications, will fill the APCO position on the board. Aimee has extensive experience in PSAP operations and, like other members of the board, will bring great perspective on PSAP operations.

Members of the board who were recently appointed or re-appointed by our Governor's Office include:

- A. Aimee Chase, Sioux Falls Metro Communications, Manager (APCO representative).
- B. Dan Eich, Director of Wholesale and Carrier Management with SDN Communications (Service Provider representative).
- C. Stephanie Olson, Deputy Director with Pennington County ESCC (NENA representative).
- D. Kelly Serr, Perkins County Sheriff (SD Sheriff's Association representative).
- E. Tim Toomey, Watertown Chief of Police (SD Police Chief's Association representative).

Chairman Serr welcomed the new board members and thanked Andrew Boyd for his years of service to and continued support of the board.

V. Board Subcommittee assignments

Husby felt with the addition of new board members, there was a need to update the subcommittee assignments. He also pointed out that the bylaws dictate the Chairperson should be a member of the Administrative Subcommittee. Husby indicated he received feedback from board members regarding the committees they would like to remain part of or be assigned to. Turman, Chase, and Eich will need subcommittee assignments, in addition to making sure the number of members assigned is in accordance with bylaws.

Serr indicated he felt the chair and vice chair should be on the Administrative and Special Legislative subcommittees. Turman said she would fill the DPS positions on the Funding and Special Legislative subcommittees. Eich will be assigned to the subcommittees previously assigned to Boyd. Chase will be assigned to subcommittees previously assigned to Tooley.

Serr asked to remove himself from the Technical subcommittee so Kabris could serve. Olson said she would be happy to continue on the Administrative, Operations, and Technical subcommittees, but would step down from Administrative subcommittee if someone desires the role. Husby suggested DeNeui replace Olson on the Administrative subcommittee.

Serr asked Husby if a motion was needed to change or update subcommittee assignments. Husby said no. Toomey asked if there was a document that explains the role or responsibilities of each subcommittee. Husby indicated he would send the bylaws and subcommittee membership document to board members after the meeting.

VI. Condition Statement and Collections Report

Husby noted he worked with DPS Finance Office to develop the account needed for the PSAP Consolidation/Efficiency/Interoperability grant program. This fund is shown on the bottom of the condition statement. These funds are still within the main 911 Fund, but this line will track the balance and the amount the board eventually commits. This should make it easier for the board to reference how much funding is available when deciding on funding projects.

Husby also referenced the year end Condition Statement (annual report). Overall expenditures were down last year, even with the GIS clean-up project. When looking at the ending cash balance readers will need to also take note of PSAP funding balances that are committed.

Expenses to our consultant were increased last year, as this includes work done for the efficiency study and the Independent Validation and Verification Testing we are completing with Lumen on our network. The DPS GIS employee also had some training this year, as she has been working with Husby on the GIS projects and Rapid SOS GIS implementation. Husby has not attended the usual conferences to offset the training costs for GIS.

VII. PSAP Funding projects outline

Husby provided a letter and rough draft outline based on the board's direction to establish funds available to PSAP's for interoperability, efficiency and local consolidation efforts. Husby noted this is a proposal he has developed based on thoughts and discussions. The proposal was provided to the board for their input and prioritization. The categories were developed based on the efficiency study. Work would still need to be done to ensure the form and organization of the letter is clearer. Husby said he can work on that but is looking for the board's feedback on how they would like this organized and if the categories should be prioritized as shown or if it should be prioritized at all. Husby indicated Toomey helped develop the funding matrix that would ensure a uniform way for funding requests to be graded and prioritized by the board.

Husby asked if he should work with a subcommittee to finalize the letter, priorities, matrix, and eventual funding award letters and process. Husby wanted to know if the board wanted to note any other priorities or remove anything Husby has suggested. Serr suggested Husby could work with the Administrative subcommittee but was open for discussion. Serr asked board members to let Husby know if they had any suggestions or concerns. Sutton indicated everything looked good to him. Turman asked if Husby worked with Angie Lemieux in the DPS finance office on the grant language, terms, conditions, attestations. Husby replied yes and a lot of this came from another DPS program.

Husby advised there are already PSAPs who have needs that fit within the current priorities. Husby is currently working with two PSAPs on consolidation projects. Buffalo County Commission and the Tribal Law Council in Crow Creek have expressed a desire to move operations to Winner 911. The Miner County Commission is currently exploring a project to consolidate their 911 services and Husby has been working with their commissioners. He plans to attend their August commission meeting to answer questions and serve as a resource for them. Husby indicated the grant will be a front burner project for him.

VIII. Local agreements and contracts for 911 services

Husby said he is continually approached by local governments regarding agreements, contracts, MOUs and other agreements by local governments regarding 911 call answering and dispatch services. Some agencies have robust contracts/MOUs in place with counties/cities. Husby used Watertown as an example. Others have no formal agreement, other than a "handshake." Based on legal consulting with 911 Authority, their attorney feels standardized contracts and agreements would help protect all parties.

Husby asked if the board would like to establish guidance or a policy statement. The guidance would not dictate agreements but encourage agreements between local governments. Husby feels the board would continue to recognize the independence of local governments but offer resources and guidance on the issue. The example was given regarding city-operated PSAP answering calls for the rest of the county. As we are moving closer to full NG 911 deployment, these agreements will be required regarding the two-person rule.

Leon indicated she felt this was a great idea, as her PSAP doesn't have an agreement currently and you never know when things will change. She felt the board could encourage MOU/agreements. Toomey indicated

Watertown would be happy to share their boilerplate language. Sutton also indicated this was a good idea, as handshake agreements can often be forgotten over time or when personnel change. Kabris agreed, stating people retire and memories go away. A written agreement would lay out expectations, etc.

DeNeui indicated the SD Municipal League shares a lot of documents and suggested Husby reach out to get copies of all agreements and share boilerplate language. Serr asked how deep we want to go. Husby said he envisioned a policy letter from the board advising the asking PSAP to reach out to Watertown or Pierre. Husby suggested he could create a catalog of contracts. Serr indicated some entities may not want to share their agreements. Husby indicated he would redact any proprietary information before sharing the agreements. Kabris asked if having such an agreement should be added to the grant funding matrix – perhaps giving a higher ranking if the entity has an agreement. Serr feels a letter of encouragement would be sufficient.

IX. GIS Clean-up and maintenance for Lawrence and Union County

Husby indicated the current contract with District III Association of Local Governments for GIS clean-up and maintenance needs to be renewed. District III currently does work at 22 counties for the board. Husby would like to look at a contract renewal with District III and add Lawrence and Union Counties.

With the recent Rapid SOS deployment and general GIS projects, Husby has learned Lawrence County needs significant GIS clean-up. Husby has quotes for the clean-up needed in Lawrence and Union Counties.

Lawrence County needs \$20,000 in clean-up
Union County needs \$2,500 in clean-up

Husby has met with City of Spearfish (Lawrence County) officials and member DeNeui can help explain their position on this. DeNeui indicated she has received approval from city council to pay for half of the GIS clean-up project. Husby indicated this would be similar to other clean-up efforts.

Following clean-up, Husby would like to add Lawrence and Union Counties to the maintenance contract. This would increase the contract with District III by \$22,500 for clean-up and then maintenance on the current schedule of \$400 and \$200 per month. The overall current clean-up costs are well under budget for the current year, as we are still doing clean-up and a lot of counties have not been eligible for maintenance payments yet. Husby discussed specific numbers.

Husby indicated Harry Redman with District III was in attendance and could explain further or answer questions. Serr asked about the costs. Husby advised we have dollars in our overall GIS budget to handle the increase.

Motion to renew the contract with District III and add Lawrence and Union Counties for clean-up and maintenance.

Moved by: Toomey Seconded by: Kabris

Discussion: None

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

X. Next Gen 911 Updates

- A. Husby covered the current Rapid SOS deployment for SD PSAPs. He asked if board members wanted a Rapid SOS demonstration. He wanted the board how their decision to support the purchase of Rapid SOS is helping operations at 911 centers. Husby shared screenshots and explained capabilities. Leon added Rapid SOS has been a Godsend for Yankton and provided an example how it helped first responders with an emergency at a local campground. Toomey advised he tested Rapid SOS with his personal cell phone to see if it would show contact information from the caller's phone and it worked perfectly. Husby would advise others to have their loved ones update their cell phones with personal emergency information. Husby indicated he would also like to do some educational outreach.
- B. We are completing a 911 call handling equipment refresh. 10 are completed with another 2 scheduled in July. Approximately 10 more should be completed in 2025, with the remainder to be completed by July 2026. Sioux Falls and Pennington County will be a significant effort. We are scheduling those with additional on-site support due to their size. Husby added South Dakota does an update every 5 years (instead of the 7-year industry standard). We are scheduling now and on track to have all completed by the target deadline.
- C. GIS Clean-up and maintenance. We covered some of this in our previous discussion, but Husby showed a map of the current status with expected clean-up to be completed in several of these areas by the end of summer. Serr thanked Husby for carrying the water on this effort because it is very important.

XI. Executive Session

There was no need for the board to enter Executive Session.

XII. Public Comment

Troy VanDusen (Watertown 911) thanked the board for Rapid SOS and GIS data improvements. Toomey added he wanted to highlight the important work of dispatchers. He said he is proud of their dispatchers who helped a family with CPR instructions to save a baby who had drown. Thanks to dispatchers, the child was saved.

XIII. Next Meeting(s)

Husby advised the next board meeting will be the in-person meeting in October. Serr indicated we will be in Pierre and asked if it could be held at the same time as the SD Municipal League conference, as that often works for a number of board members to attend both. Husby said he will look into that. Serr suggested send out a Doodle poll to members to choose a date/time. Husby mentioned travel will be covered for board members and offered to help find lodging for board members who let him know they will need a room.

XIV. Adjourn

Motion to adjourn.

Moved by: Sutton Seconded by: Wollmann

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried unanimously.

Meeting adjourned at 11:13 AM Central Time.