



**SOUTH DAKOTA 9-1-1 COORDINATION BOARD**  
**(DRAFT) MEETING MINUTES FOR OCTOBER 14, 2021**  
**IN PERSON / ZOOM**

**Board Members Present:** Anderson, Bryan, DeNeui, Jaeger, Kippley, Leon, Miller, Rufledt, Serr, Toomey

**Board Members Absent:** Brown

**Staff Present:** Maria King, State 9-1-1 Coordinator

**Others Present:** Dawn Hill (DPS), Bob Mercer (KELO), Tony Mangan (DPS), Scott McMann (Metro Communications)

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

The meeting was called to order at 10:01AM Central Time by Kippley. Roll call was taken and a quorum was present.

**II. Adoption of Agenda**

Motion to approve the meeting agenda.

Moved by: DeNeui                      Seconded by: Rufledt

Discussion: None

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

**III. Election of Chair and Vice Chair**

Nomination subcommittee member Bryan facilitated the election of Board Chair and Vice Chair. Bryan called for nominations for Chair. Kippley nominated Michelle DeNeui. No other nominations were made. Bryan called for nominations to cease.

Motion to elect Michelle DeNeui as Chair.

Moved by: Jaeger                      Seconded by: Miller

Discussion: None.

Vote: 10 yeas, 0 nays. Motion carried.

Bryan called for nominations for Vice Chair. Serr nominated Amy Leon. No other nominations were made. Bryan called for nominations to cease.

Motion to elect Amy Leon as Vice Chair.

Moved by: Serr                      Seconded by: Miller

Discussion: None.

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

#### **IV. Approval of Meeting Minutes**

Motion to approve the September 1, 2021 meeting minutes as presented.

Moved by: Toomey                      Seconded by: Bryan

Discussion: None

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

#### **V. Condition Statement and Collections Report**

King provided copies of the most recent Condition Statement and Collections Report as informational documents to the Board. There was no discussion, questions, or comments.

#### **VI. NG9-1-1 Project Update**

Updates made to ALL screens to display Z axis information (when provided by carrier) for vertical height.

#### **VII. Other Business**

##### **A. Wireless Backup and Transitional Data Management System (TDMS) Projects**

King provided the Board with an update on funding for the previously approved wireless backup and TDMS projects. Federal funding can only be used for non-recurring and recurring expenditures prior to March 30, 2022, so this will increase the amount the State would be required to pay for these projects through the end of the current master contract ending June of 2024. The recommendation was made to hold off on the wireless backup project and focus on the TDMS project since the timing aligns well with the i3 geospatial call routing phase of the NG9-1-1 project we are working on.

Motion to proceed with legal counsel to draft a contract amendment with Lumen to authorize additional funding in the amount of \$76,944.34 for the TDMS project due to limitations with federal grant funding timelines.

Moved by: Ruffledt                      Seconded by: Leon

Discussion:

Vote: 10 yeas, 0 nays. Motion carried.

##### **B. PSAP Project Funding Applications**

King provided a recap for the PSAP project funding, advising thus far 26 PSAPs have submitted applications with 19 authorized for funding and 8 reviewed at today's meeting. Including those approved today, approximately \$3,332,400 has been allocated with an approximate balance of \$632,200 remaining. \$690,714 was reimbursed in FY21 and a total of \$121,541 has been reimbursed to date in FY22.

King presented the Board with the PSAP project funding applications for 8 PSAPs. The Board discussed each application and funding requests for the projects noted below.

**Butte County Dispatch application:**

Motion to approve funding up to \$900.01 of the \$1,048.00 requested to purchase new office/desk chairs for use in the Butte County Dispatch center.

Moved by: Kippley                      Seconded by: Rufledt

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried.

**Central South Dakota Communications application:**

Motion to approve funding up to \$108,388.64 of the \$174,759.90 requested to install radio/paging consoles at the two new workstations in addition to two new computers for CAD and other day to day use at Central South Dakota Communications.

Moved by: Serr                      Seconded by: Jaeger

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried.

**Huron PD PSAP application: (1 of 5)**

\$1,799.25 requested for the purchase of integrated headsets and bases utilized by the Huron PD PSAP staff.

Motion to approve application #1 for Huron.

Moved by: Rufledt                      Seconded by: Toomey

Discussion:

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

**Huron PD PSAP application: (2 of 5)**

\$4,170.74 requested for the installation and labor of radios and cabling as part of previously approved radio project being done in conjunction with workstation furniture upgrades at Huron PD PSAP.

**Huron PD PSAP application: (4 of 5)**

\$549.99 requested for a sit/stand desk for the PSAP supervisor.

**Huron PD PSAP application: (3 of 5)**

\$376.70 requested for USB couplers and extensions needed to complete their workstation furniture upgrades at Huron PD PSAP that took place last week.

**Huron PD PSAP application: (5 of 5)**

\$3,405.00 requested for SMART Board and online maps for Huron PD PSAP.

Motion to approve applications #2-5 for Huron.

Moved by: Leon                      Seconded by: Miller

Discussion: None

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

**Lake County 911 Communications applications (6)** (Note: The total of all 6 applications up to the allocation is \$43,006.21. Lake County 9-1-1 will be responsible for the remaining \$18,055.97 as requested on the application(s) for funding.)

**Lake County 911 Communications application: (1 of 6):**

\$2,199.98 for a laptop for Lake County 911 Communications Director to be used as primary computer. Can be used in backup since it also will have CAD and recorder installed also.

**Lake County 911 Communications application (2 of 6):**

\$27,805.76 for Pro Mapping software to be used in Lake County 911 Communications.

Motion to approve applications 1 and 2 for Lake County.

Moved by: Serr                      Seconded by: Rufledt

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried.

**Lake County 911 Communications application (3 of 6):**

\$606.27 for exercise equipment to be used by Lake County 911 Communications staff.

**Lake County 911 Communications application (4 of 6):**

\$129.99 for microwave to be used by Lake County 911 Communications staff while on duty.

**Lake County 911 Communications application (5 of 6):**

\$324.18 for refrigerator to be used by Lake County 911 Communications staff while on duty.

Discussion: The Board discussed the relevance of the items in applications 3-5. While the Board understands that this would make for a more convenient and accommodating work environment for dispatch staff, the Board ultimately would like to keep the focus on equipment, software and other items that will more directly improve 9-1-1/PSAP operations. The recommendation was made to move the money for these three applications totaling \$1,060.44 to application # 6, increasing the amount of funding to \$13,000.47 for the long-term recorder.

No motion was made and no vote was taken on applications 3-5 for Lake County 911 Communications.

**Lake County 911 Communications application (6 of 6):**

Amount increased from \$11,940.03 to \$13,000.47 with the utilization of funding from applications 3-5 shifted to fund a portion of the project cost of \$29,996.00 for replacement of the long-term recorder for Lake County 911 Communications.

Motion to approve \$13,000.47 for replacement of the long-term recorder for Lake County 911 Communications.

Moved by: Kippley                      Seconded by: Miller

Discussion:

Vote: 10 yeas, 0 nays. Motion carried.

**Miner County Dispatch/911 application:**

Motion to approve funding for up to \$11,590.02 of the project cost of \$11,591.50 for P25 radio upgrades and internet infrastructure upgrade to isolate service for the Miner County PSAP.

Moved by: Serr                      Seconded by: Anderson

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried.

**Mitchell Regional 911 application:**

Motion to approve funding for \$112,706.57 for the following projects for Mitchell Regional 911:

WS furniture/flooring	\$68,162.30
Dual jacks for headsets	\$4,909.00
Radio/paging console	\$22,557.00
Radio labor	\$3,600.00
Cabling/monitors	\$8,259.27
Supervisor desk	\$5,219.00
Total	<u>\$112,706.57</u>

Moved by: Ruffledt                      Seconded by: Bryan

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried.

**Spearfish PD PSAP application:**

Motion to approve funding for \$44,930.95 for the following projects for Spearfish PD PSAP:

ProQA EMD software	\$34,223.00
Headsets/PTT system	\$2,201.15
Dispatch chairs	\$4,065.00
Training/APCO conference	\$4,441.80
Total	<hr/> \$44,930.95

Moved by: Miller

Seconded by: Toomey

Discussion:

Vote: 10 yeas, 0 nays. Motion carried.

**Union County Sheriff's Office application (1 of 2):**

Motion to approve funding for \$88,910.85 for the following projects for Union County SO PSAP:

WS furniture	\$58,037.39
Radio upgrades	\$16,549.83
Chairs	\$28,797.86
Printer/Copiers	\$3,843.54
Lockers	\$509.23
Monitors	\$1,173.00
Total	<hr/> \$88,910.85

**Union County Sheriff's Office (2 of 2):**

Motion to approve funding for \$20,572.99 for recent equipment purchases made for the PSAP that have already been paid in 2021.

Long term recorder	\$19,519.00
Mapping server	\$799.00
Computer speakers, correction tape, motion detector, UPS battery backup, power strips	<hr/> \$254.99
Total invoices	\$20,572.99

Moved by: Serr                      Seconded by: Leon

Discussion: The Board was supportive of allowing funding to be used for recently purchased equipment and supplies related to PSAP operations, as this will ultimately help their operation and meet the goals of the funding project.

Vote: 10 yeas, 0 nays. Motion carried.

C. Next Meeting – December 2, 2021

**VIII. Public Comment-** No comments from the public were made, however Rufledt talked about the State Master Plan and how that and some of the Administrative Rules needed to be reviewed and updated. It was recommended that a briefing be provided at the next meeting. King mentioned that the State Assessment final report should be delivered within a few days and that this will help provide guidance and recommended updates.

## IX. Adjourn

Motion to adjourn the meeting.

Moved by: Kippley                      Seconded by: Bryan

Discussion: None

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

Meeting adjourned at 11:39AM Central Time.