



**SOUTH DAKOTA 9-1-1 COORDINATION BOARD
MEETING MINUTES (DRAFT) FOR DECEMBER 12-13, 2018**

SDACC, PIERRE

December 12, 2018

Board members present: Brown, Bryan, DeNeui, Haines, Harding, Kippley, McPeek, Miller, Reinesch, Rufledt, Serr

Board Members Absent: None

Staff Present: Shawnie Rechtenbaugh (State 911 Coordinator), Maria King (NG911 Project Manager)

Others present: Jenna Howell (DPS), Arin Diedrich (DPS), Dawn Hill (DPS), Sara Weston, Joel McCamley, Wendy Day(911 Authority), Paul Bachand

I. Call to Order and Roll Call

The meeting was called to order at 6:00p.m.CDT by McPeek. Roll call was taken and a quorum was present.

II. Adoption of Agenda

Motion to approve the meeting agenda.

Moved by: Haines Seconded by: Harding

Discussion: None.

Vote: 11 yeas, 0 nays. Motion Carried unanimously.

III. Approval of Meeting Minutes

Motion to approve the meeting minutes with changes noted.

Moved by: Kippley Seconded by: Serr

Discussion: None.

Vote: 11 yeas, 0 nays. Motion Carried unanimously.

IV. NG911 Project Update

A. Executive Session per SDCL 1-25-2 (3)

Motion to go into Executive Session to consult with legal counsel about possible litigation and contractual matters per SDCL 1-25-2 (3). Including board members, staff, Paul Bachand, and technical consultants.

Moved by: Rufledt Seconded by: DeNeui

Discussion: None

Roll Call Vote: 11 yeas, 0 nays. Motion carried unanimously.

The board went into executive session at 6:04pm. The board came out of executive session at 8:13pm Central Time. The board will recess until 8:30am tomorrow morning.

*****Recess*****

Thursday, December 13, 2018

Board members present: Brown, Bryan, DeNeui, Haines, Harding, Kippley, McPeek, Reinesch, Ruffledt, Serr

Board Members Absent: Miller

Staff Present: Shawnie Rechtenbaugh (State 911 Coordinator), Maria King (NG911 Project Manager)

Others present: Jenna Howell (DPS), Arin Diedrich (DPS), Dawn Hill (DPS), Sara Weston, Joel McCamley, Wendy Day(911 Authority)

The board reconvened at 8:37am on Thursday, December 13, 2018. Roll call was taken and a quorum was present.

B. Draft RFP Review

Sara Weston and Joel McCamley from 911 Authority lead us through a walk-through of the draft RFP.

Brown left the meeting at about 11am.

Bryan left the meeting.

Motion to approve and release the RFP with changes discussed today and upon final approval of the administrative subcommittee.

Moved by: Harding Seconded by: Haines

Discussion: Do we need to determine who is on the subcommittee. That would be handled outside of the current motion,

Vote: 7 yeas, 0 nays. Motion Carried unanimously. (Serr was out of the room)

At this point a discussion was held about who currently sits on the administrative subcommittee. It was determined that Miller, Ruffledt, and Serr currently serve in that role. Per the by-laws, the committee is comprised of 3 board members, one of which will be the chair. McPeek asked who else was interested in serving on the subcommittee. Serr suggested that Kippley serve as the vice chair and that anyone who does serve would only stand to benefit by gaining a more in-depth knowledge of the project. Ruffledt said he would come off the committee because he is interested in being on the RFP review committee. McPeek, Kippley and DeNeui all agreed to serve. Rechtenbaugh will double check with Miller to ensure he is willing to end his time on the subcommittee.

Motion to appoint McPeek, Kippley and DeNeui to the Administrative Subcommittee.

Moved by: Serr Seconded by: Ruffledt

Discussion: None.

Vote: 8 yeas, 0 nays. Motion carried unanimously.

V. 9-1-1 Administrative Rules

Motion to postpone this topic until the February meeting.

Moved by: Kippley Seconded by: Harding

Discussion: None.

Vote: 8 yeas, 0 nays. Motion carried unanimously.

Kippley asked if we have a comment procedure to get feedback on any changes the board wants to make. Howell explained the administrative rules review process and the public comment period. Additionally the board can seek comment from the PSAP group if they chose at any time during the drafting process.

VI. Condition Statement and Collections Report

The most recent condition statement and collections report were provided. Amounts are in line with what we have seen in past months. Nothing out of the ordinary to report at this time.

DeNeui asked if any PSAPs have been utilizing the newly released line count data to identify reporting issues. Rechtenbaugh reported that most all of the PSAPs requested to begin receiving the data on a monthly basis when the law took effect on July 1, 2018. She is not aware of any issues with the reporting thus far.

VII. Other Business

- A. A proposed 2019 meeting scheduled was distributed to the board. Next regularly scheduled meeting will be February 7, 2019.

McPeek asked if we needed to determine the RFP review Subcommittee today. Rechtenbaugh said we need to in the near future. Rufledt volunteered to serve. Other board members will consider before the next meeting.

Motion to go into Executive Session to consult with legal counsel about possible litigation and contractual matters per SDCL 1-25-2 (3). Including board members, staff, Paul Bachand, and technical consultants.

Moved by: Reinesch Seconded by: Harding

Discussion: None.

Roll call vote: 8 yeas, 0 nays. Motion carried unanimously.

The board went into executive session at 3:15pm. The board came out of executive session at 3:20pm.

VIII. Public Comment

There was no public comment.

King mentioned she had received notice from Comtech that the T1 testing is set for tomorrow morning. The 3 affected PSAPs have been notified.

The board then acknowledged Reinesch and Haines as this is their last meeting. Many thanks were given to them both for their service on the board.

IX. Adjourn

Motion to adjourn the meeting.

Moved by: Serr Seconded by: Kippley

Discussion: None

Vote: 8 yeas, 0 nays. Motion Carried unanimously. Meeting adjourned at 3:25 pm Central Time.