



**SOUTH DAKOTA 9-1-1 COORDINATION BOARD
(DRAFT) MEETING MINUTES FOR MARCH 17, 2020**

VIA TELECONFERENCE

Board members present: Bryan, Brown, DeNeui, Harding, Kippley, McPeek, Miller, Mundahl, Ruffledt, Serr
Board Members Absent: Littau
Staff Present: Maria King (NG911 Project Manager)
Others present: Arin Diedrich (DPS), Dan Lusk (DPS), Dawn Hill (DPS), Paul Bachand, Aaron Scheibe

I. Call to Order and Roll Call

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

II. Adoption of Agenda

Motion to approve the meeting agenda.

Moved by: Serr Seconded by: Harding
Discussion: None
Vote: 8 yeas, 0 nays. Motion carried unanimously.

III. Approval of Meeting Minutes

Motion to approve the December 19, 2019 meeting minutes.

Moved by: Ruffledt Seconded by: McPeek
Discussion: None
Vote: 8 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 (Maria, Arin, Dawn, Dan), Paul Bachand, and Aaron Scheibe.

Moved by: Harding Seconded by: Mundahl
Discussion: None
Vote: 8 yeas, 0 nays. Motion carried unanimously.

The Board went into executive session at 10:10AM Central Time. Members Brown and Kippley joined during executive session. The Board came out of executive session at 11:05 AM Central Time. Rejoined original conference bridge and resumed meeting at 11:07 AM.

Motion to approve the settlement stipulation and authorize counsel to execute the agreement.

Moved by: McPeek Seconded by: Harding
Discussion: None
Vote 10 yeas, 0 nays. Motion carried unanimously.

B. NG911 Project Update

King provided an update that all PSAPs have moved over to CenturyLink’s NextGen911 Network. Next steps are making sure all documentation is complete and finishing up lower-priority call tickets. PSAP final acceptance agreement documents are being finalized for sign-off following the migration to CenturyLink’s system. Next phases are to deploy Text to 911 and the conversion to i3 geospatial call routing, currently no timeline yet.

Rufledt acknowledged King for all of her hard work and all PSAPs are thankful for what she has done. CenturyLink did a fantastic job as well.

King echoed what Rufledt said. Intrado and CenturyLink had a very impressive level of dedication. A lot of King’s success was due to the help of the CenturyLink team, specifically Monica, the primary project manager. CenturyLink has been a great partner.

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. Other Business

A. Mediant Gateway Expenditure

King was directed by the Board at the meeting in December; Maria was to find out if any other PSAPs would need the additional Mediant Gateway expenditure. It was found that there is no additional expenditure at any other PSAPs above what was required at the Pennington County backup location. The additional expenditure for the Mediant Gateway needed for the Pennington Backup is \$21,869.72.

Rufledt reminded the Board what this piece of equipment was for. It is a piece of equipment needed to provided handoff of traffic to PRI circuits.

Motion to approve Mediant Gateway Expenditure for Pennington County Backup.

Moved by: Kippley Seconded by: Serr
Discussion: None
Vote 8 yeas, 0 nays, Rufledt abstained. Motion carried.

B. 911 Authority Contract Amendment Proposal

King requested to amend the contract with 911 Authority. The current contract is running short of funds and the scope of work will change. King previously provided the Board with a copy of the amended scope of work. This amendment will increase the amount of the contract to not exceed an additional \$150,000. King doesn’t anticipate that that amount will be used, as we are billed by hours worked. The average spending for the last two years was \$10,500 but that included a lot of travel and work with the RFP and contract process.

Rufledt encouraged the amendment and is willing to make a motion to approve this amendment. With the conversion to i3 and Text to 911, it would be very beneficial to have their experience be a part of those complex items.

Motion to approve amendment as detailed by King.

Moved by: Rufledt Seconded by: Mundahl

Discussion: Harding questioned the Scope of Work that was provided and if that would be the amendment that would be signed, as it doesn't have a signature block. King clarified that she would like to have the Board approve that she negotiates a contract amendment with 911 Authority and for the Board to allow the Board Chair to approve and sign the final amendment document.

Substitute motion to approve King to negotiate a contract amendment with 911 Authority and to approve that the Board Chair have authority to approve and sign the final amendment document.

Moved by: Rufledt Seconded by: Mundahl

Discussion: Harding agreed and felt more comfortable with the substitute motion.

Vote 9 yeas, 0 nays. Motion carried unanimously

C. Next Meeting: June 4, 2020

VII. Public Comment

There was no public comment.

VIII. Adjourn

Motion to adjourn the meeting.

Moved by: McPeak Seconded by: Miller

Discussion: None

Vote: 9 yeas, 0 nays. Motion carried unanimously. Meeting adjourned at 11:36 AM Central Time.