



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

**MEETING MINUTES FOR MARCH 4, 2021**

**VIA ZOOM**

**Board members Present:** Anderson, Bryan, Brown (joined at 10:09), DeNeui, Jaeger, Kippley, Leon, McPeek, Miller, Ruffledt, Serr

**Board Members Absent:**

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

**Others Present:** Dawn Hill (DPS), Greg Brooks (Rapid Deploy), Matt Tooley and Aimee Chase (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**

Maria King proposed to amend the agenda by adding item A State 911 Assessment Program under Section VI Other Business. The remaining items would be re-lettered B-D appropriately.

Motion to approve the meeting agenda as amended.

Moved by: Miller            Seconded by: McPeek

Discussion: None

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

**III. Approval of Meeting Minutes**

Motion to approve the December 3, 2020 meeting minutes with the following changes:

VI. Other Business – change the Spink County motion to read “Motion to approve funding for a total of \$29,422.29 for recorder upgrade and radio upgrade projects.”

D. Proposed Dates for 2021 Board Meetings – change the date from December 9 to December 2.

Moved by: Ruffledt            Seconded by: Jaeger

Discussion: None

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

**IV. NG911 Project Update**

**A. Project Update**

King reported that the public education campaign to kick off Text-to-9-1-1 deployment statewide is being planned for later this month.

King is working with her ND counterpart on project to allow 9-1-1- transfers for PSAPs on the ND/SD border.

BIA Crow Creek Buffalo County is working on a conversion from Basic 9-1-1 to E9-1-1. Rufledt has been helping King following kick off of the project. King is looking into possibility of utilizing Federal NG9-1-1 grant funds to help with project costs.

**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. State 9-1-1 Assessment**

Motion to approve the expenditure to proceed with the State 911 Assessment project. Virtual cost is honorarium of \$12,250 for assessors; in lieu of in person costs which range from \$23,000 to \$30,000. King will utilize 911 Authority to assist with completion of survey information as needed with a cap of \$10,000 for 911 Authority involvement.

Moved by: Brown

Seconded by: Leon

Discussion: There was concern from board members about who the assessors would be. King advised the assessors would be her peers from other states. Joel McCamley with 911 Authority advised the measuring stick wouldn't be other states and how 9-1-1 is set up in their states, but rather the nationwide maturity model. Everything in the assessment would be South Dakota-focused. Assessors from other states would be able to provide suggestions/solutions to similar problems/issues encountered in their state. All recommendations in the assessment would just be voluntary, not required. Kippley asked when South Dakota last participated in this assessment. King replied this would be the first time. Serr asked what 911 Authority would charge the board to assist. King was not certain and offered to email 911 Authority to see if she could get a reply before the end of the board meeting. Miller asked how this assessment is different than the compliance reviews we conduct with the PSAPs. King replied that PSAP compliance reviews tell us how the PSAPS are doing, but the assessment would give us an overall analysis of our 911 operations. Miller asked about the assessment criteria. King replied it would likely use NENA (national standards or guidelines). Rufledt asked what 911 Authority would do to help us with the assessment. King replied they would complete the background work, answer the technical questions – essentially help King complete the preparatory work for the assessment for South Dakota. Rufledt suggested the completed assessment may help the Board with the process of updating their administrative rules when the time comes. Rufledt also suggested the Board set a cap on the amount to pay 911 Authority for their help. Following the discussion, Joel McCamley was able to provide the answers via email to the questions posed earlier in order for the Board to make the above motion.

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

**B. Amend the Motion for Spink County's PSAP Project Funding**

Motion to amend funding amount for Spink County from \$29,422.29 to \$36,096.00 to include \$20,877 for recorder upgrade and \$15,219 for radio upgrade projects.

Moved by: Serr

Seconded by: Kippley

Discussion: Jaeger asked if they are asking for anything out of the realm compared to other projects that were funded. King replied nothing out of the ordinary and they are allowable expenditures.

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

C. PSAP Project Funding Applications

King presented the Board with the PSAP project funding applications for 5 PSAPs for a total of 12 projects. The Board discussed each application and funding requests for the projects noted below.

**Custer County PSAP application:**

Motion to approve funding for \$3,787.65 for additional workstation monitors and mounts.

Moved by: Ruffledt                      Seconded by: Miller

Discussion: None

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

**Lincoln County PSAP application:**

Motion to approve funding for \$71,264.56 for new workstation furniture and reconfiguration to fit a fourth workstation.

Moved by: McPeek                      Seconded by: Anderson

Discussion: Leon shared concerns about furniture plans taking social distancing precautions into consideration for future pandemic situations. Ruffledt advised \$18,000 per console is reasonable considering the technology and functionality each workstation includes. McPeek remarked that the PSAPs are given to leeway to choose how to spend allocated funds as long as the expenditure are for allowable expenditures.

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

**Huron PD PSAP applications:**

Motion to approve funding for \$1,074.00 for a laptop for CAD at backup location and \$12,340.08 for PSAP radio console P25 compliant upgrade.

Moved by: Serr                      Seconded by: Leon

Discussion: Jaeger advised there were other options to purchase laptops with CARES Act funding; there was discussion about whether CARES Act funding was applied for by the PSAP for this purchase. As per the question on the application regarding this funding, the PSAP responded that the PSAP and City had used CARES Act funds for other COVID related expenditures but decided after the CARES Act deadline initially passed that they could use enhance their backup location with the addition of a laptop for CAD.

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

**Metro Communications PSAP applications:**

King wanted to point out to the Board that a few of Metro's applications are for their new building, for which construction hasn't started yet. It was intended for the funding project to last for two years, so she wanted to Board to understand that these expenditures wouldn't likely happen until 2022 or 2023, possibly later since there are often delays with construction projects.

Motion to approve funding for \$630,486.00 for the staff augmentation project.

Moved by: Brown                      Seconded by: Leon

Discussion: Leon is concerned that city/county funding doesn't cover staffing/personnel costs and could be a real issue in the future. Ruffledt and King feel this is forward thinking to address staffing needs to try and keep up with/get ahead of the demand. Brown advised growth happens first before the dollars are there to support it. This would give time for Metro to get the new positions added to their budget. Kippley asked if PSAPs could apply for this funding as a way to increase pay/benefits for existing employees. King added that wages are an allowable expenditure if the PSAPs are able to sustain the increase. Ruffledt remarked in most cases, it is difficult to justify an increase in FTE without being able to show a need first.

Vote: 10 yeas, 1 nay (Jaeger). Motion carried.

Motion to approve funding for \$412,376.23 for the following projects:

- 6 additional workstations (furniture) \$100,640.30
- 4 additional Motorola radio consoles \$252,632.00
- Cybersecurity enhancement \$11,424.00
- 3 portable radios for use by PSAP staff \$9,801.69
- 9-1-1 simulator \$7,000.00
- First watch/data analysis \$30,878.24

Moved by: Ruffledt                      Seconded by: Brown

Discussion: Aimee Chase with Metro Communications advised the simulator is cell phone-based with Text-to-9-1-1 capability. Ruffledt advised the Board has always considered education materials an allowable expense. Serr agreed with Ruffledt. DeNeui asked if other PSAPs would be allowed to borrow Metro's simulator for educational/training use in their area. Aimee Chase indicated she would not have a problem with that. Ruffledt commented that the items on the last 4 applications would likely be purchased/implemented right away and are more immediate needs.

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

**Oglala Sioux Tribe DPS PSAP applications:**

Motion to approve funding up to their total available allocation of \$86,240.08 for MSAG preparation and equipment to establish backup center.

Moved by: McPeek                      Seconded by: DeNeui

Discussion: Kippley noticed a mathematical error in the application materials that would make the total applied for exceed the proposed allocation amount if all of the purchases were made according to the quotes.

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

D. Next Meeting – June 3

**VII. Public Comment**

McPeek advised the board this would be his last meeting, as he is retiring from the Watertown Police Department on April 9, 2021. Board members congratulated McPeek thanked him for his service.

Miller advised the Department of Public Safety will experience a reorganization. King's position will now be under the Division of Criminal Justice Services, which will be directed by Jon Bierne. Jon will likely be involved in future board meetings instead of Deputy Secretary Dan Lusk.

**VIII. Adjourn**

Motion to adjourn the meeting.

Moved by: Leon

Seconded by: Miller

Discussion: None

Vote: 10 yeas, 0 nays. Motion carried unanimously. Meeting adjourned at 11:51 AM Central Time.