



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

**MEETING MINUTES FOR JUNE 3, 2021**

**VIA ZOOM**

**Board Members Present:** Anderson, Bryan, Brown (joined at 10:02), Jaeger, Kippley, Leon, Miller, Serr, Toomey

**Board Members Absent:** DeNeui, Ruffledt

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

**Others Present:** Arin Diedrich (DPS)

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

The meeting was called to order at 10:00AM Central Time by Kippley. Roll call was taken and a quorum was present.

**II. Adoption of Agenda**

Motion to approve the meeting agenda with the following update:

Add agenda items E. and F. under VI. Other Business

E. Lumen Contract Amendment - VPN Laptop

F. Lumen Contract Amendment – Pennington County addition of 1 workstation

G. PSAP Project Funding Applications

H. Next Board Meeting – October 7 (in person)

Moved by: Anderson    Seconded by: Toomey

Discussion: None

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

**III. Approval of Meeting Minutes**

Motion to approve the March 4 meeting minutes as presented.

Moved by: Serr            Seconded by: Bryan

Discussion: None

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

**IV. NG911 Project Update**

**A. Project Update**

King reported that planning and discussion continues regarding the GIS data maintenance requirements and training surrounding i3 implementation.

The JPA has been signed between ND and SD to allow 9-1-1- transfers for PSAPs on the ND/SD border. Configuration for call transfers is being worked on between the states.

Discussion continues with BIA/Crow Creek/Buffalo County on upgrading from Basic 9-1-1 to E9-1-1 and the feasibility of becoming part of the State NG9-1-1 network. There have also been similar discussions with Cheyenne River Sioux Tribal PSAP. Progress is slow due to many moving parts and the costs involved with these upgrades.

Board discussion: Jaeger asked if the issues with surcharges on reservations have ironed out. King responded that there are things to consider with the population served, surcharge collected, and agreements to remit surcharges or a portion of those due to substantial cost the State would be picking up.

## **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. Subcommittee Membership**

Subcommittee memberships were reviewed with a necessary change to the Operations Subcommittee chair due to Lee McPeck retiring. Chief Tom Toomey with Watertown PD was appointed to fill the SD Police Chiefs Association position.

Board Discussion: Serr suggested that one of the four current committee members volunteers to be chair of the Operations Committee. Kippley suggested that this item be carried over to the October meeting.

### **B. FY2021 Compliance Reviews**

Onsite visits have been completed at 11 of the 12 PSAPs whose compliance reviews are due prior to June 30<sup>th</sup>, with the final one scheduled for next week. Report forms are in various stages of being completed and reviewed by PSAP staff.

### **C. State 9-1-1 Assessment**

King is working on the self-evaluation supporting documentation for the 80+ categories included in the assessment. A draft copy of the self-assessment by the State will be submitted in July with the assessment team meeting virtually for a week in September for formal review and report compilation.

### **D. Lumen Contract Amendment – Brown County 2 additional workstations**

Motion to proceed with legal counsel to draft an amendment to increase monthly billing by \$3,035 per month to accommodate the addition of 2 workstations for Brown County.

Moved by: Brown      Seconded by: Leon

Discussion: Serr asked how many positions Brown County currently has and is the purpose of these workstations for training or growth. His concern is that the Board will pay for this monthly cost and the additional workstations will sit idle. King replied that they currently have 4 workstations and they would like to have two additional stations for training as well as growth. Kippley added that they have been approved for 1 more full-time employee.

Vote: 8 yeas, 0 nays, 1 abstained (Kippley). Motion carried.

E. Lumen Contract Amendment – VPN Laptop

King proposed to the Board the possibility of proceeding with legal counsel to draft an amendment to increase monthly billing by \$842 per month and pay the \$10,314.00 NRC to accommodate the addition of a VPN laptop. This laptop has been programmed to be used by 4 PSAPs in the area (Yankton PD, Clay County ESCC, Bon Homme County, and Lincoln County) as a test of the call handling remote capability to provide an additional workstation to be used for training, or at a backup center or mobile command unit in the event of an emergency.

Discussion: Serr asked King what connectivity requirements are required for the VPN laptop and if these counties would have other state funding sources available. King replied that wireless connection is required and that the Board could consider checking into the option have this paid for utilizing PSAP project funding or other state funds distributed in 2020. King will discuss with Bon Homme, Clay, and Lincoln counties and Yankton PD. Jaeger and Anderson mentioned they would like King to explore the option for these counties to contribute to the cost of the laptop. Kippley suggested that during the discussions with the county that King mention that historically the Board has approved covering the recurring monthly cost but that the PSAP pay for the non-recurring cost(s). Kippley said this item will be carried forward to the next meeting and no action was taken.

F. Lumen Contract Amendment – Pennington County addition of 1 workstation

Motion to proceed with legal counsel to draft an amendment to increase monthly billing by \$974 per month to provide one additional workstation to allow better supervision by floor supervisor, elevated on a platform.

Moved by: Toomey      Seconded by: Anderson

Discussion: Serr asked if the additional workstation is required to conduct business and the workstation will not sit idle. King replied to Serr's concern that this workstation will be utilized especially during peak seasons such as the Sturgis Rally and tourist season. Kippley requested that King follow-up with the Board at the next meeting as to whether there are workstation utilization reports to determine usage in the future to justify additional positions.

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

G. PSAP Project Funding Applications

King presented the Board with the PSAP project funding applications for 12 PSAPs for a total of 17 projects. The Board discussed each application and funding requests for the projects noted below.

**Brown County PSAP application:**

Motion to approve funding for up to \$142,915.63 of the \$173,546.20 requested for the addition of two call handling stations (\$1,710 NRC), workstation furniture (\$35,413.20), radio consoles (\$22,718.00) in addition to Priority Dispatch Law and Fire protocol software (\$113,705.00).

Moved by: Serr      Seconded by: Jaeger

Discussion: None

Vote: 8 yeas, 0 nays, 1 abstained (Kippley). Motion carried.

**Butte County PSAP application:**

Motion to approve funding for \$32,239.00 for long-term recorder upgrade and Year 2 maintenance.

Moved by: Miller                      Seconded by: Toomey

Discussion: None

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

**Clay Area PSAP application:**

Motion to approve funding for \$32,539.00 long-term recorder upgrade (\$31,789.00) and cloud storage (\$750.00).

Moved by: Serr                      Seconded by: Jaeger

Discussion: None

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

**Huron PD PSAP application:**

Motion to approve funding for \$66,555.05 for workstation furniture upgrade.

Moved by: Brown                  Seconded by: Bryan

Discussion: None

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

**Lawrence County PSAP applications:**

Motion to approve a funding total of \$98,697.94 including \$91,268.25 for radio upgrade to meet P25 compliance and up to \$7,429.69 of the \$8,498.80 requested for a 900 Link to connect dispatch radio channels with tower repeater control radios.

Moved by: Serr                      Seconded by: Brown

Discussion: Serr asked if 900 Link would fall under the guidelines to paid for. King confirmed this is what goes from the dispatch center to the tower, so it is an allowable expenditure.

Vote: 8 yeas, 0 nays. (Bryan stepped away during this vote.) Motion carried unanimously.

**Lincoln County PSAP application:**

Motion to approve funding for up to \$44,703.16 of the \$51,214.90 requested to upgrade integrated CAD mapping software.

Moved by: Toomey                  Seconded by: Miller

Discussion:

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

**Marshall County PSAP applications:**

Motion to approve funding totaling \$13,735.04 requested for the following projects:

- Admin phone/headset integration                  \$6,094.94
- Rooftop mapping upgrade                                  \$3,000.00

- CAD AVL playback module \$4,640.10

Moved by: Toomey    Seconded by: Serr

Discussion: Anderson expressed concern with the AVL module as her understanding was that the recording portion of the AVL module was not an allowable expense. Toomey mentioned that it was part of the application approved in the previous request from Lincoln County. Kippley surmised that Marshall County doesn't have the GPS capability currently that Watertown PD uses.

Vote: 9 yeas, 0 nays. Motion carried.

**Meade County PSAP application:**

Motion to approve funding for up to \$154,780.67 of the \$511,668.00 requested to upgrade PSAP radio consoles.

Moved by: Anderson    Seconded by: Bryan

Discussion: None.

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

**North Central Regional PSAP application:**

Motion to approve funding for \$10,750.00 to build the Master Street Addressing Guide (MSAG).

Moved by: Toomey    Seconded by: Leon

Discussion: None

Vote: 8 yeas, 0 nays, 1 abstained (Serr). Motion carried.

**Roberts County PSAP application:**

Motion to approve funding for \$13,500.34 for licensing fee for CAD integration of EMD software.

Moved by: Serr    Seconded by: Jaeger

Discussion: None

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

**Watertown PD PSAP application:**

Motion to approve funding for \$197,411.00 to help support salary and benefits for a newly created Communications Manager position not budgeted for as outlined in the application.

Moved by: Brown    Seconded by: Miller

Discussion: None

Vote: 6 yeas, 0 nays, 3 abstained (Anderson, Jaeger, Toomey). Motion carried.

**Winner PD PSAP application:**

Motion to approve funding for up to \$105,331.56 of the \$117,378.65 requested for P25 radio upgrade and workstation furniture upgrade.

Moved by: Toomey    Seconded by: Anderson

Discussion: None.

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

H. Next Meeting – October 7 – in person

**VII. Public Comment-** No comments from the public were made.

**VIII. Adjourn**

Motion to adjourn the meeting.

Moved by: Miller                      Seconded by: Brown

Discussion: None

Vote: 9 yeas, 0 nays. Motion carried unanimously. Meeting adjourned at 11:46AM Central Time.