



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

**MEETING MINUTES FOR JULY 31, 2019**

**VIA TELECONFERENCE**

**Board members present:** Brown, Bryan, DeNeui, Harding, Littau, McPeek, Miller, Serr, Rufledt (joined late)

**Board Members Absent:** Kippley, Mundahl

**Staff Present:** Maria King (NG911 Project Manager)

**Others present:** Dawn Hill (DPS), Arin Diedrich (DPS), Jenna Howell (DPS), Paul Bachand, Bob Mercer (KELO), Gary Loflin (Central Square Technologies)

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

The meeting was called to order at 9:01AM Central Time by McPeek. Roll call was taken and a quorum was present.

**II. Adoption of Agenda**

Motion to approve the meeting agenda.

Moved by: Littau      Seconded by: Harding

Discussion: None

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

**III. Approval of Meeting Minutes**

Motion to approve the June 21, 2019 meeting minutes with a change to revise the number of yea votes under item #3 from 0 to 7.

Moved by: DeNeui      Seconded by: Littau

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 & Jenna, Arin, Dawn), and Paul Bachand.

Moved by: Harding      Seconded by: Bryan

Discussion: None

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

The board went into executive session at 9:09AM Central Time. Rufledt joined the call at approximately 9:40AM. The board came out of executive session at 9:57AM Central Time. Rejoined original conference bridge and resumed meeting at 9:59AM.

**B. NG911 Project Update**

King reported that we are making great strides with project. Lots of work is taking place behind the scenes on the network side. CenturyLink is working to get circuits all set up and can then provide project plan with timelines. PSAPs are cooperating with information when requested. CenturyLink engineers completed site surveys at all 28 PSAPs and 2 backup PSAPs. Initial findings revealed a few areas that will require further action. Need to have workstation and back room UPS equipment replacement discussion. Will likely not be able to use existing cabling. CPUs and UPS units sitting on floor/carpet – issues with dust, dirt, static, etc. CenturyLink recommends that those be elevated and off the floor to improve function and achieve optimal lifespan.

Customer Configuration System (CCS) training took place the week of July 22-26. PSAPs have data entry to do as homework to enter contacts and system users.

Team call every week to provide updates, progress on action items and discuss topics as they come up.

Motion to authorize staff to have CenturyLink provide estimates for equipment and cabling needs identified during site surveys and report back to board.

Moved by: DeNeui                      Seconded by: Littau

Discussion: None

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

**V. Other Business**

A. Next regularly scheduled meeting is scheduled for August 15.

**VI. Public Comment**

There was no public comment.

**VII. Adjourn**

Motion to adjourn the meeting.

Moved by: Littau                      Seconded by: Serr

Discussion: None

Vote: 9 yeas, 0 nays. Motion Carried unanimously. Meeting adjourned at 10:19AM Central Time.