

**MINUTES OF THE MEETING OF
ARKANSAS 911 BOARD
February 20, 2020**

A regular monthly meeting of the Arkansas 911 Board was held 1:00 p.m. on Thursday, February 20, 2020 at ADEM.

The following were in attendance:

Board

AJ Gary

Director, AR Division
of Emergency Management

Skot Covert

Office of Auditor of State

Shelby Johnson

Director, AR GIS Office

Rusty McMillon

Judge, Greene County

Jamie Pafford-Gresham

Pafford EMS

Robert McGowen

Administrator of Public Safety,
Benton County

Brian Presley

911/Dispatch Coordinator,

(via conference call)

Independence County

Rodney Wright

Sheriff, Saline County

Chadwick Henson

Police Chief, City of Trumann PD

(via conference call)

Tommy Sizemore

Fire Chief, Barling Voluntary Fire
Department

Keith Edmonds

Madison County, OEM

(via conference call)

Administrator

Renee Hoover

Asst. Attorney General, State Agencies Dept., Office of Arkansas Attorney General

Leslie Rutledge:

Brad Nye

Guests:

Shelia Bellot

Faulkner County OEM/911

Mindy Corbett

Bentonville Police Department

Josh Curtis

Association of Arkansas Counties

Melanee Davis

Lawrence County 911

Alice Wallis

Perry County 911

Jennifer Wheeler

Arkansas GIS Office

Judy Wells

Van Buren County 911

Blake Gary

Arkansas Municipal League

Gary "Bud" Gray

North Little Rock OES

Ben Gresham

Pafford EMS

Krystle Holt

Bentonville Police Department

Brandy Mendoza

Bentonville Police Department

Brandy Dye

Ashley County 911

Travis Osborne

North Little Rock Police Department

Ted Mullenix (via conf. call)
Jonathan Duran
Jennifer Reynolds
Tina Thompson
Paige VanBrook
Tanya Freeman
Alan Vaughn
Stephen Wright
Jerry Martin
Chris Clabby (via conf. call)
Telarus (via conf. call)
Christina Wilson
Scott Montgomery

Mullenix & Associates
AR GIS Office
Benton County Emergency Comm.
Crawford County
Lawrence County 911
State Procurement
Clay County 911
U.S. Senator Tom Cotton
Mayor - City of Alma
PGV Advisors
PGV Advisors
Perry County OEM
Perry County Sheriff

A quorum was declared and Chairman Gary called the meeting to order and presided over the meeting. Chairman Gary shared with the Board that he will need to excuse himself for another call at approximately 2:50 at which time he has asked Tina Owens (proxy) to preside over the remainder of the meeting.

Upon a motion made and seconded, the minutes of the January 16, 2019 meeting were unanimously approved as amended.

Financial Reports – The financial report was approved as provided which reflected the total assets and liabilities as of January 31, 2020 to be \$8,832,378.62 in which \$2,030,829.17 is in the State Treasury Money Management Fund account and \$6,801,549.45 is in the US Bank working capital account.

Ms. Hoover also reported to the Board that \$4,844,458.07 was received on Tuesday, February 18, 2020 from the Arkansas Public Safety Trust Fund.

Letter of Credit with US Bank – was set at \$7,000,000 – A motion passed to request an increase in the Letter of Credit to \$12,000,000 for a six-month term.

Monthly expenses of \$271,772.76 were approved for payment as submitted.

15% Allocation Balance by County Report - An updated report of the 15% Allocation Fund was presented reflecting a balance of \$728,171.17. This report reflects the total balance remaining and allocated for reimbursement for 16 PSAPs.

OLD BUSINESS

Website Status – Ms. Hoover reported that a meeting to review the site mock up is scheduled for Friday, February 21, 2019.

Panic Button (RFQ Update) – Chairman Gary shared that the Department of Education has sent an email to all public schools sharing with them that there is no state funding for the panic button alert system, and the current contract between the State of Arkansas and Rave Wireless will end June 30, 2020, and that public schools are not

required to purchase a panic button alert system but may choose to do so using allowable state and local funds. The memo reflected, a list of qualified vendors from which the school districts could select from should it choose to purchase a panic button alert system. The memo also requested that the school districts coordinate with their local PSAPs when going through the process should they change the service from the current product. Due to the concerns related to the impacts to the PSAPs where more than one school district is served by an individual PSAP, the Board requested that Ms. Hoover send a copy of the email to the 911 coordinators and/or PSAP leaders to ensure that they were aware of the possible changes and impacts to their PSAP. Chairman Gary also shared that while the memo suggested that the schools could also contact ADEM with questions, ADEM employees have been instructed to redirect these calls to Ms. Hoover to handle on behalf of the Board.

2020 PSAP Certification – Ms. Hoover reported that a soft copy of the 2020 PSAP Certification forms have been distributed along with notification that they will receive instructions shortly on how to input the 2020 PSAP Certification data using the new website as soon as it is up. Also, she will prepare training and face-to-face training will be provided as soon as the 2020 PSAP Certification portal is available on the website.

Sub-Committee Updates

Rules/Bylaws/Operational Standards & Guidelines Sub-Committee – The Board requested that the Bylaws be revised to delete the language relating to a Finance Sub-Committee since the Board received clarification that approval of monthly financial reports requires a vote of the full membership or quorum at the regular meetings. The Board also requested that the amended draft of the bylaws be provided to the Board for review prior to and for approval during the special meeting on February 28, 2020.

Next Generation 911 (NG911 Implementation Plan Sub-Committee – In response to a question posed by Sheriff's Wright regarding the current status of the RFP for the NG911 project, Ms. Hoover shared that she has received responses from Shelby Johnson and Brad Nye with recommended changes to the current language in the Technical Requirements document for the RFP. Ms. Hoover asked the Board to confirm if it is the Board's desire to include options for call handling solutions in the RFP. The Board was in agreement that options for call handling solutions should be included in the RFP since one of the objectives is to ensure that there is more uniform and consistent pricing for call handling systems for all Arkansas PSAPs.

There was also some additional discussion regarding the number of PSAPs that should be included in the pilot implementation. The concern is that we should be more specific to share since that most likely be one of the first questions from the respondents. A recommendation was made that the Consolidation Committee should determine the counties/PSAPs that should be included in the pilot implantation. Shelby also asked about the requirement for printers to be included (Reference Section 2.5.44 Network Printing and Printer) and shared that there is currently state pricing agreements for printers that is currently available. This section will be reviewed again to determine if it should be deleted or amended.

Additional questions were raised by Shelby Johnson regarding the GIS data requirements. Mr. Johnson shared that there are two components of work that are required. One is the data build that gets loaded into the system, but another is the actual

data build that has to be done. He again shared with the Board that the majority of the PSAP boundary work is yet to be done, and that the work could be done by the State GIS Office or by a third party vendor. However, this work will need to be completed before the NG911 implementation, and the requirements should be more specific to clarify if it is the expectation of the Board for that work to be included in this RFP. Or, if it is the desire of the Board to initiate an intergovernmental agreement with the State GIS Office to complete the work, additional clarification is needed in the requirements section for GIS Data provisioning, maintenance and gap testing that would need to be coordinated with the State GIS Office by the respondent who is awarded a contract for the project. Skot Covert asked Mr. Johnson about the size of this GIS data build project and if the State GIS Office currently has the resources available to manage the project. Mr. Johnson shared that if it was the desire of the Board to utilize the State GIS Office through an intergovernmental agreement, it would be something that their office could take on, but it would require additional contract labor resources. The GIS Office has an advantage over a third party vendor due to the historical knowledge of their office as well as their existing relationships with the counties/PSAPs.

PSAP Boundaries – There are numerous territories overlapping PSAP boundaries, multiple counties, etc. The PSAP boundary work is applicable for fire districts, law enforcement districts, and ambulance districts, and none of this work has been done at this time. The Board requested that Mr. Johnson provide a scope and cost-estimate to the Board prior to the next regular meeting. Mr. Brad Nye, upon an inquiry that was made by Sheriff Wright, confirmed that there were no legal issues with the Board entering into an intergovernmental agreement with the State GIS Office for the GIS work that is required for the NG911 implementation.

A motion was passed by the Board requesting that Ms. Hoover and Mr. Johnson work together to update the technical requirements document with the recommended changes prior to a follow up special meeting via conference call to review the changes as recommended for approval during the call. The special meeting (via conference call) was scheduled for 1:30 p.m. on Friday, February 28, 2020.

Consolidation Plan for Funding 77 PSAPs – The Board invited PGV Advisors to share a presentation that would provide their qualifications, 9-1-1 subject matter expertise, and their approach for the PSAP Consolidation Project. At the conclusion of the presentation, the Board concluded that PGV Advisors did not have the level of 9-1-1 subject matter expertise that will be required for the project, and unanimously agreed to move forward with the RFP process. The Board requested Ms. Hoover to proceed with the RFP process using the technical requirements as previously approved during the special meeting on January 23, 2020.

NEW BUSINESS – There were no new items of business presented for discussion during the meeting.

FROM THE FLOOR

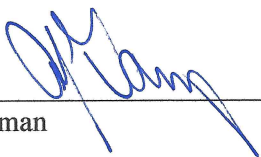
Some of the Board members asked if it would be possible to be provided with a badge that will provide easier access to the entry on base. Additional recommendations

were made for the Board to consider hosting some of the meetings in conjunction with meetings and or conferences such as the County Judges and Municipal League meetings.

The discussion on the actual count of Arkansas PSAPs by Robert McGowen was postponed until the next regular meeting.

The next regular meeting has been scheduled at 1:00 p.m. on Thursday, March 19, 2020 at ADEM (Arkansas Division of Emergency Management). The date, time, and location of the Arkansas 911 Board meetings will continue to be posted on the Arkansas Public Meetings calendar.

There being no further business to come before the Board, a motion to adjourn the meeting carried.



Chairman