

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

A regular monthly meeting of the Arkansas 911 Board was held 1:00 p.m. on Thursday, August 20, 2020 at the Association of Arkansas Counties with a conference bridge provided to the public for participation while social distancing.

The following members were in attendance:

Board

AJ Gary (Chairman)	Arkansas Department of Emergency Management, Director
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, Independence County
Tommy Sizemore	Fire Chief, Barling Voluntary Fire Department
Keith Edmonds	Madison County, OEM
Doug Sprouse	Mayor, City of Springdale
Rodney Wright	Sheriff, Saline County

Administrator (Interim)

Renee Hoover

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

Leslie Rutledge:

Brad Nye

A quorum was declared, and Chairman Gary called the meeting to order and presided over the meeting.

Upon a motion presented and passed, the minutes of the July 16, 2020 regular monthly meeting and special meetings on July 31, 2020, August 10, 2020, and August 14, 2020 were unanimously approved as amended.

Financial Reports - The financial report was approved as provided which reflected the total assets and liabilities as of July 31, 2020 to be \$14,183,331.57 in which \$2,041,895.74 is in the State Treasury Money Management Fund account and \$12,141,435.83 is in the US Bank working capital account.

Expense Report - Monthly expenses of \$294,838.80 were approved for payment as submitted. Included in the approved expenses were:

- LEC Charges = \$279,764.28
- Verizon Wireless = \$125.40
- INA = \$7000.00
Arkansas Democrat-Gazette for Job Posting = \$2,499.12
- County Judges Association (Registration for CJ Engel) = \$150.00
- Contract Labor = \$5,000.00

Old Business

2020 PSAP Certification – An update was provided that annual certifications for St. Francis County (both PSAPs) and Mississippi County are still outstanding. Rusty McMillon stated that he will reach out to Judge Hughes in St. Francis County next week. Ms. Hoover shared that the 911 coordinator in Mississippi County has been out due to a serious illness, and she had provided assistance in populating the certification with information in which there has been no change from the 2019 certification. She will reach out to the county again to follow up on the certification.

15% Allocation Balance by County Report – There were no reimbursement requests presented to the Board for approval at the meeting, therefore, there were no changes to the balance of \$676,658.1.

RFP – ESInet and NG911 Core Services – Ms. Hoover reported that the work required to complete the RFP for posting has not yet been completed. Work on the existing draft RFP will continue with OSP.

New Business

Arkansas 911 Board Administrator/Executive Director Position – Chairman Gary shared that CJ Engel has accepted the position as Executive Director and is scheduled to begin on Monday, September 14, 2020.

Faulkner County – Shelia Bellott and Judge Baker presented questions to the Board as related to their plans for transitioning the County PSAP and the City of Conway PSAP (currently co-located) and highlighted as follows:

- 1) Would the quarterly distribution funding from the Arkansas 911 Board still be allowable if the two PSAPs consolidate and outsources the responsibilities and functions for 911 call handing and dispatching to a private agency?
Response: Funding will continue to be distributed in accordance with State Statute which requires the Board to distribute funding to each political subdivision operating a PSAP.
- 2) Is January 1, 2022 still the date that the consolidation of PSAPs have to be consolidated?

Board Response – The Board is required to have a plan developed by January 1, 2022. Is there a date when the consolidation has to be complete? No, that will be dependent on the plan in which the consolidation consultant is developing.

- 3) What is the date in which the PSAP consolidations must be completed?

Response: At this time, there is no established completion date or timeline in which the consolidation efforts to fund no more than 77 PSAPs must be completed.

- 4) Should they anticipate anything coming from the Board that would hinder Faulkner County in utilizing the services of a private company or that might require the undoing of the initiation of a service agreement with a private company to provide 9-1-1 related services as currently managed by the existing PSAPs?

Response: No, in fact Act 660 was makes an allowance should political subdivisions currently operating a PSAP decide to take this direction.

- 5) The biggest concern of Faulkner County is that it the previous statute did not allow for funding to private agencies, and should the County have concerns if they move forward with the initiation of a service agreement with a private company for 9-1-1 call handling and dispatching services?

Response: Again, Act 660 allows for continued funding should a political subdivision decide to utilize the services for a private company to operate a PSAP for their political subdivision. Ms. Pafford-Gresham shared that she has seen this done in other states, and it can be a cost saving measure for some communities, and it takes the burden off of them because of the expertise needed at this level. She stated that she personally does not have any issue with it as a board member, and feels that it may be one of the many solutions that may be on the table in the months to come.

Ms. Bellott shared that the training standards of the private company in which they have been reviewing for consideration has requirements that one hundred percent of their 9-1-1 telecommunicators must be trained to ALETA standards, so they actually have higher standards than the State at this time. She also shared that the private company in which Faulkner is negotiating with is aware that there may be some changes coming with the establishment of State 911 Board and the Board's oversight for 9-1-1, so they would include in their contract requirements that the private company would be required to provide training based on any future requirements by the Arkansas 911 Board and in compliance with any updated minimum training standards or guidelines established by APCO and/or NENA.

- 6) Does the Board anticipate that there will be any additional funding to assist 911 Centers with the consolidation effort?

Response: Chairman Gary stated that at this time, there is no additional funding, however, the quarterly distributions to the PSAPs has increased (more than doubled) as a result the passing of ACT 660 during the 2019 legislative session.

- 7) When the consolidation of PSAPs does take place, will there be an increase in the annual maintenance reimbursements?

Response: The reimbursement of annual maintenance expenses is directly related to the annual maintenance cost of the 9-1-1 call handling systems, and it is governed by State Statute. Currently reimbursements are issued based on the actual annual maintenance costs of the call handling systems and the wireless call percentage (included VoIP calls). Reimbursement is based on the wireless and VoIP call percentage only since the local jurisdictions already receive 100% of the revenue directly from the 9-1-1 fee for wireline access lines. It was also mentioned that there are currently proposed bills at the federal level that are related to 9-1-1 funding, and it is important keep an eye on them.

Stephen Wright with Senator Tom Cotton's Office shared that their office could provide support to research for possible federal grant money should they receive a request to do so.

2020 Fiscal Year Audit – Ms. Hoover shared that Hudson, Cisne, & Co. LLP were close to completion of the audit, and should have it completed prior to the September 2020 regular monthly meeting.

Federal Engineering - PSAP Consolidation – Chairman Gary confirmed that the kickoff meeting with Federal Engineering was completed on Wednesday, August 19, 2020, and that moving forward, representatives from Federal Engineering may attend the monthly Board meetings and provide an update on the status of the consolidation plan.

GIS Data Aggregation for NG911 Service – Shelby Johnson shared the following updates:

- A draft of the progress report for the major tasks was sent to the Board members.
- The RFP to secure a third party to do a gap analysis to evaluate the GIS data and identify deficiencies was pulled back at the recommendation of OSP to allow for a revision to the performance standards to better identify to respondents on how they will be evaluated. This will result in the original timeline of the notice of award which was September 4th to be pushed out to a later date.
- The GIS Office has added one additional staffer who has already begun work on the project, and they will be adding a second staffer very soon.
- After some internal evaluation of existing data that they had for the emergency service boundaries and prioritized level one as PSAP boundary issues. A policy request was sent (via email) to the Board members requesting some guidance.
- A preliminary analysis of the PSAP lines and the service territory has been completed, but part of that will hinge on Federal Engineering's recommended plan for PSAP consolidation. The PSAP Service area can't be finalized until the consolidation requirements are determined.
- Upon review of the boundaries, the lowest priority was the fire districts, partially because that particular service area is fairly well mapped, but there may be some adjustments or changes to the fire service areas as work on the project continues. They made the decision to move this step to the end of the project tasks and focus current efforts on the items that are not mapped.
- The top priority is law enforcement service territory. While there are 75 counties, there are no concrete lists of municipalities. They reached out to the

Commission on Law Enforcement Standards and Arkansas Crime Information Center and obtained the current municipal lists. They have reconciled compared and compiled the two lists and have reconciled the count to approximately 300 municipals. This will be the first layer in which they will focus their efforts.

- The next level of effort or priority in which they will be focused is Emergency Medical Services. While the map that was received from the Department of Health is very good, it will have to be digitized into the GIS layer, and there will be some additional work with the Department of Health for validation of any new licensees or changes to existing that may have been added since the maps were originally developed.
- After EMS, the next level of effort will be focused on the road file. These tasks were moved down the line to allow time for the gap analysis to identify deficiencies.
- An additional reminder to was shared requesting the Board members to provide feedback at some point in the future on guidance on how they will need to handle the service territories where there are exceptions. Examples were provided in the document previously sent out to the Board.

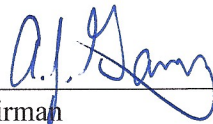
Draft Rule for Requirement of Board Approval for Modifications or Changes to Existing Network Connectivity Currently Billed to Arkansas 911 Board. – Time has not permitted any action to be completed on the draft rule at this time. Draft language for the rule to Brad Nye for review as soon as possible.

US Bank ACH Transaction Costs – Ms. Hoover reported that US Bank has completed the setup required for ACH transactions, and the 2Q20 PSAP distributions in September can be completed via ACH transactions. Ms. Hoover will transition the new process to CJ Engel once he is on board.

FROM THE FLOOR

The next regular meeting has been scheduled at 1:00 p.m. on Thursday, September 17, 2020. Information for all Arkansas 911 Board meetings will continue to be posted on the Arkansas Public Meetings calendar as well as the Arkansas 911 Board website.

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


Chairman