

MINUTES OF THE MEETING OF THE 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT BOARD OF MANAGERS HELD ON WEDNESDAY, AUGUST 10, 2005 IN THE BASEMENT CONFERENCE ROOM OF CITY HALL, 555 WALNUT, ABILENE, TEXAS.

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Public notice having been duly given, the 9-1-1 Board met at 3:30 p.m. in the Basement Conference Room of City Hall.

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Board Members Present: Alan Stafford, President, County Representative
Jeff Wyatt, Vice President, Municipal Representative
Don Russom, County Representative
John Bogart, Volunteer Fire Department Representative

Board Members Absent: Jo Moore, Secretary, Cities Representative

City Staff Present: Ronnie C. Kidd, Director of Administrative Services
Mark Hoover, Assistant Director of Administrative Services
Mike Saxton, 9-1-1 Program Coordinator, City of Abilene
Greg Brown, GIS Manager, City of Abilene
Pam Tompkins, Recording Secretary

Others Present: Trish Aldridge, Assistant City Attorney, City of Abilene
Katherine Malone
Patricia Moriber
Mitchell Moriber
Carol Taylor, Taylor County Sheriff's Office

President Alan Stafford called the meeting to order at 3:30 P.M.

The Board acknowledged that John Bogart has been reappointed as the Volunteer Firefighters' representative, his term expiring February 2007. Pam Tompkins administered oaths of office to the newly appointed Board member.

Mr. Russom made a motion to approve the 911 Board minutes of the March 16, 2005 meeting as printed. Mr. Wyatt seconded the motion and the motion carried unanimously.

Greg Brown, GIS Program Manager, presented an update on the GIS/9-1-1 Addressing project. He distributed a handout that outlined the clean-up process of mismatched addresses in the County and several small cities. The software indicates the exact location in front of each structure, and numbers will be assigned to these structures. Mike Saxton, 9-1-1 Program Coordinator, is doing the field research to determine what the structures are, and the numbering process will be input into the computer. The City project should be completed in approximately 6 months and the County project should be completed in a couple of weeks. When completed, the program should be just as accurate as a GPS point of location.

Mr. Wyatt asked who assigns numbers for addresses, and Mr. Saxton replied that the City creates the address. If there is a subdivision or area where numbers have never been assigned, then the county road number will be assigned a street name, and the houses will be assigned numbers instead of letters. The number of a structure location is usually based on the distance the structure is along the street. In a City block, numbers are usually assigned every 600-650 feet, and numbers are assigned in increments of 8 up to around 50. The County has a little different criterion as far as distances go, but that is the general theory.

Mr. Wyatt also asked how shopping centers are numbered. Mr. Saxton explained that the City decides how they want to number it, but the general rule is to take the centroid of the building and assign an address, and where it faces will be the street name. Again, numerical addresses are assigned to the different businesses according to where they are located along the street. Mr. Saxton also mentioned that when areas are renumbered, address notification forms are sent out to the residents, to local businesses, utility companies, and e-mails are also sent to various agencies, county offices, collection offices, responders, post office, etc. notifying them of the change.

No Board action was required.

Mr. Saxton presented a Legislative and Regulatory update. As a review, at the Federal level, last year the National Emergency Number Association and a group of Voice over IP providers came together to form the VON coalition and lay the groundwork to help integrate Voice over IP into the 9-1-1 system. They came up with a three-phased approach labeled I-1, I-2 and I-3. I-1 is where a service provider will route the call themselves or through a third party into an administrative 10-digit line, hopefully at the call center. The problem is the call center may not be manned 24 hours a day, or by someone who would be qualified to take a 9-1-1 call, or they would not be able to tell it was a 9-1-1 call. In I-2, known as the Local Exchange model, the Voice over IP provider will be connecting into the 9-1-1 system, by a local switch to the regular phone system and I-2 will provide a call-back number, location, and route the call based on the person's location in their data base. I-3 will take care of what's known as Nomadic Voice over IP, where the Internet phones are automatically updated when they are taken to a new location, display the new location, and route the call appropriately with respect to the new location. This will be part of what is known as "Next Generation 9-1-1," which is a nationwide change going from a telephone switch and telephone trunk-based system into an IP based system with computers, data networks and so forth. There are two main working groups that are at the national level. One is from the FCC, called the Network Reliability and Interoperability Council (NRIC). The other is more industry based known as ESIF – Emergency Service Interconnect Forum. These groups have been working side-by-side to deal with voice over IP or "Next Generation 9-1-1," and testing for Phase II.

In May, 2005, the FCC declared through a new rule, 9.5 that all voice over IP providers must connect directly to 9-1-1 by November 28, 2005. They must be able to transmit a 9-1-1 call, provide the number at the 9-1-1 call center indicating the registered location where the call is coming from, and route this call to the appropriate call center based on that location. The physical location must be registered with the company. The company must provide multiple methodologies for ease of update to the system by the customer, and notification must be given to the customer of the current level of 9-1-1 that they have and how it compares to a standard 9-1-1 phone set-up. Also, customers must be notified of what happens in the event of power failure, and the importance of updating their location. The providers are also supposed to obtain customer acknowledgement of receipt of information, and provide warning stickers for phones that may not be able to get 9-1-1. Most of this legislation has

come about as a result of several instances where 9-1-1 could not be reached over a Voice over IP system, and a great deal of pressure has been put on the FCC in taking a hands-on approach to resolve these issues.

Congress had implemented the 9-1-1 Act, establishing a National Program Office for 9-1-1. Authorization was signed into law last December, and as a result of work done by the Department of Transportation, which will house this office, and the FCC, there is now a bill before Congress to get some appropriation for this office. This office will ultimately be the clearing house for 9-1-1 issues for the Federal Government. Mr. Wyatt asked if the burden is more on the Voice over IP providers than on the 9-1-1 districts to get the data to us, and Mr. Saxton replied yes. There is very little for us to do as a 9-1-1 entity except have the call-takers understand they may get Voice over IP calls and how to handle them until Phase 3, Next Generation 9-1-1 is implemented. Mr. Wyatt also asked if there is a revenue stream from Voice over IP, and Mr. Saxton replied there is no mandated revenue stream. Some are voluntarily paying fees, based on what they pay for regular phone lines. The City's rate is 4.5%, and if the Voice over IP provider asks, we give them that rate; however, there is nothing that requires them to pay at this point. Mr. Hoover added that the City is watching out for any legislation that may affect fees. There have been a number of issues that may affect what fees if any will be allowed to be charged and collected. There is a model being developed of how all the pieces would fit together in a Next Generation 9-1-1 voice over IP environment, and Mr. Saxton will present this model to the committee once it has been set up.

At the State level, the Telecom Reform Bill died at the end of the regular session. Most of the special sessions have focused on school finance and property tax reform. However, bills are in the House and Senate and going through committees, and everyone seems to be agreeing on them, but they are currently on hold. From the Public Utilities Commission, there was a meeting of the National Association of Regulatory and Regulating Utilities Commission with the FCC. They established a working group to facilitate implementation of Voice over IP integration in the 9-1-1 system. With the changes in telecommunications in general, the FCC will become more of the rule making body, and the State Public Utilities Commissions will be more of an enforcing arm. Through the Texas 9-1-1 Alliance, several districts are putting together a Request for Proposal for the Next Generation 9-1-1 PSAP.

No Board action was required.

The Western Wireless Settlement Approval and Authorization to Execute was explained by Mr. Saxton. The City is required under 771 of the Texas Health and Safety Code to provide upon receipt of invoice from a wireless service provider for reasonable expenses that we shall reimburse the wireless service provider for Phase II service. Negotiations have been on-going with Western Wireless. In 2001, they requested over \$300,000. In 2004, that request went up to \$500,000. The last offer that was made and is being accepted by Western Wireless is for \$155,485.65, Abilene/Taylor County's portion of the settlement amount. This includes \$151,200 for Phase II, non-reoccurring, one-time cost; and \$0.20 per subscriber as a monthly recurring cost till the end of the contract. The City feels this final settlement is a good outcome. Both the payment of this settlement and Authorization for Ronnie Kidd, Director of the 911 District to execute the new contract require action from the board.

Mr. Wyatt asked how many more providers are out there potentially asking for settlements in the future. Mr. Saxton replied that Nextel Partners is the last one, and they are currently under acquisition from Sprint. There are a total of 5 providers in the area: Sprint (who has elected not to

charge for Phase II; we are currently remitting on a per month basis for Phase I reimbursement); T-Mobile (who elected to self-recover); Cingular (who was paid a one time settlement for all claims, past, present, and future); Nextel Partners (who has a settlement offer on the table for them to accept); and Western Wireless. With this settlement to Western Wireless, that will leave only Nextel Partners for potential liability to the District in the future. Money has been set aside in the budget for possible payment to Nextel if and when they invoice us for their service. The Western Wireless contract for recurring costs runs for one year, June, 2005 through May, 2006, and we will have the opportunity to renegotiate that contract at the end of the period.

Jeff Wyatt made a motion to accept the settlement to Western Wireless in the amount of \$155,485.65; John Bogart seconded. Motion carried unanimously. John Stafford made a motion to authorize Ronnie C. Kidd, Director of Administrative Services to execute the contract with Western Wireless; John Bogart seconded. Motion carried unanimously.

Mark Hoover, Assistant Director of Administrative Services presented an update on the Public Safety Communications System. He distributed a handout showing a matrix of the different segments of this process and providing an update of the various items. The final draft of the RFP for the upgrade to the 9-1-1 Core System is being reviewed and approved by Legal and Purchasing. We are seeking bids for this item and hope to have it ready by the time the new Communications Center at the Law Enforcement Center is completed. The entire cost of this project is estimated, and will be shared with the Board when the final RFP is selected. Bids will go out on Thursday, August 11, 2005 for construction of a new Communications Center on the second floor of the Law Enforcement Center. We estimate once the bids are back and a firm is selected it will take approximately 6 months for completion, which would be in February, 2006. As part of that process, we will also locate an alternate PSAP in the basement of City Hall as a part of the Emergency Operations Center. The bid that's going out for that will include the upgrade for both the City and County 9-1-1 to add an alternate dispatch in case the primary should fail or be inaccessible to use. The numbers of staff estimated are: 2 for Sheriffs, 2 Call Takers, 2 for Police Dispatch and 1 for Fire Dispatch. These costs are all estimates based on current salary levels. The cost of the furniture is also an estimate and we will also submit an RFP for these items, which will go out at the same time the Core 9-1-1 upgrade RFP goes out.

Mr. Kidd spoke about the Regional Incident Response and Interoperability, which is in conjunction with the West Central Council of Governments. WCTCOG has received Homeland Security Grants which can cover the cost of the mobile communications vans. We will ensure through the Public Safety Communications project that we have the interfacing necessary on the City side to accomplish interoperability.

Mr. Hoover spoke about the Public Safety Communications Project for Radios and CAD/RMS. RFP's have been sent out, and staff has evaluated them and met and had discussions with several vendors. A decision should be made soon on this project. A survey is also in development to see what other districts have and are doing in respect to safety communications. The results of this survey should be available at the next meeting of this committee in September. Also, the Sheriff's office is looking at the possible need for additional equipment, and the figures were not available at this meeting. Those figures will also be available at the September meeting. John Bogart asked if this information could be available prior to the next meeting so he could share it with the volunteer firefighters who meet on the fourth Monday of each month, and Mr. Hoover replied that yes, that can be provided earlier than the next meeting in September.

No Board action was required.

The Revised 2005 Budget was presented and discussed. There was much discussion among members regarding the different Object numbers, and the amount allocated for Potential Settlement Payments. The revenue is projected to increase slightly with the increase of the service fee the District is charging (from 3% to 4.5%), and that amount may need to be increased again. Mr. Russom asked if the 9-1-1 Board was required to carry the entire cost of this budget, and Mr. Kidd replied yes. The costs associated with the upgrading of the City's core 911 system is what needs to be paid, just as the District paid for the County's upgrade 4 or 5 years ago. There is a survey the District staff is sending out that will also address some issues related to the budget, and copies will be provided when the survey is compiled. Carol Taylor also asked for a copy of the survey, and Mr. Kidd said he would see that she received it. Further discussion included other possible settlements which may be outstanding, and the Board was assured that the Nextel Partners was the last one pending. Other companies who may want to come in and set up shop would be required to be already at the Phase II level of service. It was decided the \$352,495 allocated for future settlements in the Revised 2005 budget should be reduced to no more than \$200,000, and in the event we do not hear from Nextel Partners by the end of this fiscal year, that balance of \$200,000 should be carried over to Proposed 2006 Beginning Balance.

Mr. Hoover asked for action on the Revised 2005 Budget from the Board today as it must be sent to various communities 45 days in advance of adoption in order for it to be approved. Jeff Wyatt made a motion to refer the Revised 2005 Budget; Alan Stafford seconded. The motion carried with 3 Ayes and 1 Abstaining. The final Revised 2005 Budget will be presented for approval and adoption by the 9-1-1 Board the last week of September 2005 to meet the statutory 45-day requirement.

The Proposed 2006 Budget was presented for input from the Board and it will be sent out to the districts. The final Proposed 2006 Budget will be presented for approval and adoption by the 9-1-1 Board the last week in September 2005 to meet the statutory 45-day requirement. Again, there was much discussion among Board members regarding the different Object and Revenue accounts, including probable pay increases in 2006 for staff. A workshop was scheduled for the 9-1-1 Board members on Wednesday, September 14, 2005, at 2:00 P.M. in the Basement Conference Room at City Hall to go over the Proposed 2006 Budget more thoroughly and make any modifications needed. This will also give John Bogart information for him to take back to the Volunteer Firefighters for their meeting. The next Board meeting was scheduled for Wednesday, September 28, 2005, at 3:30 P.M., in the Basement Conference Room at City Hall.

No Board action was required.

There being no further business, the meeting adjourned at 5:15 p.m.

ATTEST:

Pam Tompkins, Recording Secretary

Alan Stafford, President