

## E911 BOARD MEETING MINUTES

### **Meeting Dates:**

E911 Board Meetings  
July 9-10, 2014  
Rosen Shingle Creek Hotel  
Orlando

**Wednesday, July 9, 2014 and Thursday, July 10, 2014 beginning time 9:00 a.m. until conclusion of business**

### **Board Members in meeting attendance:**

Laurene "Laurie" Anderson, Charlotte County  
Carolyn Dill-Collier, 911 Coordinator, St. Lucie County  
John Ford, Chairman – Bureau Chief, DMS - Division of Telecommunications  
Stan Greer, Area Manager – External Affairs, AT&T  
Benjamin "Ben" Guthrie, 911 Coordinator, Gulf County  
Sandra "Sandy" Khazraee, Regulatory Affairs Director, Southern Region, Century Link  
David "Dave" Konuch, Attorney, Florida Cable Telecommunications Association  
Dale Mitchell, 911 Coordinator, St. Johns County  
Ira Pyles, 911 Coordinator, Hillsborough County

### **Board Member(s) unable to attend meeting due to other conflict:**

Tom Nadler, Manager, Sprint

### **Staff in meeting attendance:**

Clark Jennings, Legal Counsel, Office of the Attorney General  
Kent Raheb, Technical Support, DMS-Division of Telecommunications  
Penney Taylor, Administrative Support, DMS-Division of Telecommunications

### **Public in meeting attendance:**

Derek Alvarez, Frequentis  
Melanie Becker, CenturyLink  
Steve Bosak, Essential MET  
Silas Daniel, Sumter County

**Public in meeting attendance (continued):**

Ford Frey, CenturyLink  
David Gleason, TCS  
Keith Godwin, Alachua County  
Mark Grady, INdigital Telecom  
Tim Gundlach, TGRA  
Eric Hartman, INdigital Telecom  
Greg Holcomb, Lake County  
Steve Irving, AGENT511  
Darren Light, AT&T  
Jay Malin, AGENT511  
Don Nagle, LR Kimball  
Susan Nelson, Cassidian  
Tim Roberts, Carousel Industries  
James Robinson, AK Associates  
Rob Sterner, Federal Engineering  
Dina Walker, Seminole County

**Staff Members and Public Members participating via telephone conference:**

Jeff Barbacci, Thomas Howell Ferguson, P.A.  
Kimberly Bickley, Administrative Support, DMS-Division of Telecommunications  
Tricia Davis, Volusia County  
Ray Eslinger, Nassau County  
Belinda Farmer, Walton County  
Wink Infinger, Statewide 911 Coordinator, DMS-Division of Telecommunications  
Adrienne Jones, Administrative Support, DMS-Division of Telecommunications  
Donald Lamb, Technical Support, DMS-Division of Telecommunications  
Rachel Love, Wakulla County  
Stacy Needham, Manatee County  
Jennifer Payne, Suwannee County  
Tim Roberts, Carousel Industries  
Deborah Sands, Brevard County  
Vanessa Thompson, Putnam County

(Some telephone conference participants may not be listed as no email was received acknowledging their participation.)

**Wednesday, July 9, 2014 beginning at 9:00 a.m. until conclusion of business**

**1. Call to Order**

Meeting called to order at approximately 9:00 a.m.

The meeting started with Mr. Ford welcoming Laurene “Laurie” Anderson newly appointed Board Member and acknowledge Mr. Greer in his role as Vice-Chair of Board.

Staff conducted roll call. Of the current ten Board members eight present at roll call. Ms. Khazraee participated via telephone conference due to medical issues. Mr. Pyles informed Board staff that he would be late for this meeting. Mr. Nadler was not available for this meeting.

Roll call for staff members was conducted. Public members attending this meeting and participating in the telephone conference were requested to acknowledge their participation by signing the sign in sheet or by sending an email to staff to assure that they would be properly noted in the meeting minutes. Public members with issue(s) to be presented to the Board for consideration were requested to list their issue on the issue(s) list as provided or to send the issue(s) via electronic mail to staff.

**2. Approve Meeting Minutes for the June 11-12, 2014 E911 Board Meetings**

Meeting minutes from the June 11-12, 2014 E911 Board meetings were reviewed by the Board. Some modifications as received after the initial draft was sent out were updated to the Board. Mr. Konuch requested that under the continued discussions for the E911 Board Strategic Initiative – Text-to-911 White Paper that staff provide clarity for the actual discussions as currently noted.

Staff agreed to listen again to the meeting transcription and provide language to clearly state the discussions as held. Staff also agreed to send suggested update language to Mr. Konuch for review before posting to the E911 website.

Mr. Guthrie made a motion to adopt the June 11-12, 2014 meeting minutes with the noted modifications and pending update. Ms. Dill-Collier seconded the motion that carried 7-0. Mr. Ford, Mr. Nadler and Mr. Pyles were not available for this vote.

**3. Discuss 2015/2016 Wireless Service Providers Cost Recovery Proposals**

The following Wireless Service Provider Cost Recovery Proposals for the 2015/2016 fiscal year were scheduled and reviewed face-to-face or by telephone with the Board. Each presenter was informed before reviewing the cost proposals that all information should be discussed in a manner as not to disclose any confidential or proprietary information as this is a public meeting.

Some service providers provided updates to the 2013/2014 and 2014/2015 Cost Recovery Proposals. Each service provider provided an update on Text-to-911.

**Cellular South**

Candice Miller

Other issue(s) discussed:

FemtoCell

Mr. Konuch stated that the Board has had previous discussion related to femtocell and questioned if there were any pending issues related to the femtocell methodology. Mr. Greer responded that he did not think so. However, in the absence of Mr. Nadler who has a better knowledge of this technology; Mr. Jennings stated that from his memory the location identification was the femtocell itself and not the location of where the caller was in the general area. Mr. Greer and Mr. Konuch agreed with Mr. Jennings.

It is the consensus that the femtocell technology would be considered as reimbursable costs.

**4. Old Business**

Board Member Appointments

Staff informed the Board that the status was the same for the wireless position that only one name had been submitted for the vacant wireless Board seat. Also, the Governor's Appointment Office is working on Mr. Greer's reappointment.

**Discuss 2015/2016 Wireless Service Providers Cost Recovery Proposals (continued)**

**Sprint**

Peggy Clattenburg

Mr. Ford rejoined the meeting and provided an overview of the remaining agenda items.

**5. E911 Board Rules, Rule Development and Status Report**  
2014/2015 Regulatory Plan

Mr. Jennings informed the Board that the legislature has now placed into statute the requirement that all regulatory agencies submit an annual regulatory plan of action for upcoming fiscal years. This plan is submitted to the President of the Senate, Speaker of the House and the Office of Fiscal Accountability and Regulatory Reform for review, opinion and oversight.

Mr. Jennings also informed the Board that the 2014/2015 Regulatory Plan on behalf of the Board had been submitted to the appropriate parties and reviewed it with the Board.

Other issue(s) discussed:

- Multiple Year Maintenance Agreements
- Prepaid Collection Workshop for Rule Development
- Rule Development

Mr. Jennings stated that the State Grant Program Application has been filed with the Office of Fiscal Accountability and Regulatory Reform (OFARR) and shall be noticed in the Florida Administrative Register for rulemaking. If there are no issues the application effective date should be around September 1, 2014. The Statement of Estimated Regulatory Cost (SERC) form has been completed to state that there will be no estimated regulatory costs.

**Discuss 2015/2016 Wireless Service Providers Cost Recovery Proposals (continued)**

**AT&T**

Tina Fischer

Wireless Service Provider 2013/2014 Modified Cost Recovery Proposals

Mr. Greer made a motion to accept the modified 2013/2014 Cost Recovery Proposals as submitted. Mr. Guthrie seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.

**6. Discuss the recommendation(s) and vote on items from confidential data**

Wireless Service Provider Cost Recovery Consent Agenda

The following wireless service provider cost reimbursement invoice(s) were reviewed for payment authorization:

Ms. Dill-Collier made a motion that payment authorization for Item 1, as listed on the Wireless Service Provider Cost Recovery Consent Agenda in the total amount of \$339,211.61 be approved. Ms. Mitchell seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.

**Discuss the recommendation(s) and vote on items from confidential data (continued)**

Ms. Dill-Collier made a motion that payment authorization for Item 2, as listed on the Wireless Service Provider Cost Recovery Consent Agenda in the total amount of \$44,759.15 be approved. Mr. Guthrie seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.

Ms. Dill-Collier made a motion that payment authorization for Item 3, as listed on the Wireless Service Provider Cost Recovery Consent Agenda in the total amount of \$288,279.74 be approved. Mr. Guthrie seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.

Mr. Greer filed Form 8A.

Mr. Ford requested that Mr. Jennings explain the Conflict of Interest Form (8A) for the benefit of the newly appointed Board member.

**7. Other Business**

Legislative Update

Mr. Ford informed the Board that the E911 Bill had been signed by the Governor and is effective.

Mr. Ford also informed the Board that there are a number of legislative changes that will be addressed in the August Board meeting. However, to address specific concerns, Mr. Ford opened the floor for specific concerns from the Board.

Mr. Greer stated that from his review of the current legislation in an effort to keep his company updated he noticed that the current legislation has language different from what is currently in rule related to network sharing and hosting. However, Mr. Greer informed the Board that he has since been updated by Mr. Jennings that updated language is included in pending rule development to address the hosting concern.

Other issue(s) discussed:

- Special disbursement and specific months to utilized for revenue decline (June –November)
- Calculation to use for special disbursements and potentially up to three special disbursements
- Letter to four counties affected with declining fee change
- Impact on grants

**Discuss 2015/2016 Wireless Service Providers Cost Recovery Proposals (continued)**

**Southern LINC**  
Jean Martin

**Lunch Break**

After lunch recess the Board continued discussions related to the Wireless Service Providers Cost Recovery Proposals.

Issues discussed:

- 2013/2014 Cost Recovery Proposal totals (\$9.1 million) versus Actual and estimated costs reimbursements (\$7.7million).
- 2014/2015 Cost Recovery Proposal Updates  
Mr. Guthrie made a motion to accept the modified 2014/2015 Cost Recovery Proposals in the total amount of \$10,173,614.86. Ms. Dill-Collier seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.
- 2015/2016 Cost Recovery Proposals  
Ms. Mitchell made a motion to accept the modified 2015/2016 Cost Recovery Proposals in the total amount of \$7,657,928.14. Ms. Dill-Collier seconded the motion that carried 8-0. Mr. Nadler and Mr. Pyles were not available for this vote.

**Other Business (continued)**

Lake County Update

Mr. Holcomb as Chairman of FirstNet Technical Committee provided an update to the Board related to the Florida Net Board and the initial Technical Kick-off meeting scheduled to be held July 17<sup>th</sup> at the Florida Highway Patrol Turkey Lake Plaza Office. This meeting is scheduled to discuss methodologies for reviewing data collection pertaining to broadband data usage and coverage models across the state.

Future Meeting Schedule

Alachua County has requested that the Board consider hosting a meeting in the Gainesville area at the earliest convenience.

**8. Discuss Rural County and State Grant Program Quarterly Reports and Change Requests**

Mr. Raheb reported that there were change request to be presented to the Board for consideration at this meeting.

State Grant Program Reimbursable Grant Process

The first State Grant Program payment reimbursement request has been received and validated for payment authorization that should be processed within the next 2 weeks.

Jackson County

Jackson County grant review process is completed with funds in the amount of \$19,468.92 being returned to the Board that involved four grants.

**9. Discuss E911 Board Statewide Strategic Initiatives**

Interim Text-to-911 White Paper

Mr. Infinger discussed updates on the draft Interim Text-to-911 White Paper with the Board. Mr. Infinger informed the Board that also included along with the White Paper was a suggested recommendation as requested by the Board.

Mr. Ford requested that the Board take time to review white paper for discussions.

**Mr. Pyles joined the meeting during these discussions.**

The following issue(s) were discussed related to the draft interim Text-to-911 White Paper:

- Funding
- PSAP Functionality Options
- Volume of Text-to-911 Calls
- Service Provider alternative routing (Infinger to verify)
- Complete I3 Next Generation

Mr. Infinger informed the Board that the text-to-911 information as presented includes everything from legal aspects to text-to-911 alternatives from text control centers.

Recommendations

Mr. Greer expressed that the Board focus on funding for methodology that lends most to next generation.



**Discuss E911 Board Statewide Strategic Initiatives (continued)**

Interim Text-to-911 White Paper

Mr. Konuch made a motion to fund bandwidth up to amount for MFN for I3 or web solution.

Mr. Ford suggested that the Board wait for presentations then determine best action approach.

Mr. Konuch agreed and withdrew the motion. Mr. Konuch then stated that the counties should have the ability to choose their own technology.

Final Report – Public Safety Answering Point (PSAP) Requests for Service for Interim Short Message Service (SMS) Text-to-9-1-1

Mr. Infinger informed the Board that the Federal Communications Commission, Communications Security, Reliability and Interoperability Council (FCC CSRIC) Final Report – PSAP Requests for Service for Interim SMS Text-to-9-1-1 was included in the meeting package as informational only.

**Meeting Recessed**

**Thursday, July 10, 2014 beginning time 9:00 a.m. until conclusion of business**

Meeting reconvened with staff acknowledging that all current Board members were participating in this meeting with the exception of Mr. Nadler.

Public members attending this meeting and participating in the telephone conference that did not participate on Wednesday were requested to acknowledge their participation by signing the sign in sheet or by sending an email to staff to assure that they would be properly noted in the meeting minutes.

**10. AGENT511**

**Text to 9-1-1**

**Text Control Center Presentation**

Presenters: Jay Malin, Managing Director  
Steve Irving, VP Sales & Business Development

**11. Discuss confidential data related to provider revenues by county, discrepancies, disbursements and provider invoices. All confidential information discussed in a manner as not to disclose any confidential information and/or trade secrets.**

Mr. Barbacci reviewed confidential data related to the wireless and non-wireless April 30, 2014 monthly disbursements to counties and financial statements.

The Board was informed that issues continue to be encountered with remittance reports from some companies and with fluctuations of subscribers from some companies.

**Discuss the recommendation(s) and vote on items from confidential data (continued)**

Wireless

Wireless financial reports for the period ending April 30, 2014 were reviewed and discussed by the Board.

Ms. Dill-Collier made a motion to authorize distribution of wireless revenues in the amount of \$4,090,391.11. Mr. Guthrie seconded the motion that carried 9-0. Mr. Nadler was not available for this vote.

**Discuss the recommendation(s) and vote on items from confidential data (continued)**

Nonwireless

Nonwireless financial reports for the period ending April 30, 2014 were reviewed and discussed by the Board.

Mr. Guthrie made a motion to authorize distribution of nonwireless revenues in the amount of \$3,363,021.43. Ms. Dill-Collier seconded the motion which carried 9-0. Mr. Nadler was not available for this vote.

Financial Statement

As information to the newly appointed Board member, Mr. Barbacci started the review of the Financial Statement by stating that the nature of a compilation report is to compile all the remittance reports received. Mr. Barbacci also stated that these reports are not audited or reviewed and often not independent as stated in the financial statement.

Mr. Barbacci gave an overview of financials for the period ending April 30, 2014 which included a summary of liabilities, deposits and pooled investments, trust fund balance, revenues, expenditures and subsequent events.

Provider Cost Recovery Reimbursement

Mr. Barbacci gave an overview of the statement for Provider Cost Recovery Reimbursements.

**Text to 9-1-1 Presentations (continued)**

**INdigital**

**Text to 9-1-1**

Presenters: Mark Grady, Founder  
Eric Hartman, Core Services, Logistics

**Discuss E911 Board Statewide Strategic Initiatives (continued)**

Interim Text-to-911 White Paper

The Interim Text-to-911 Initiative discussions continued with Mr. Greer stating that he had reviewed the Board's long term initiatives and as of this Wednesday meeting expressed that he had concerns with any short term initiative costs in the estimated amount of \$2.8 million that did not get the Board moving in the right direction for long term. Mr. Greer questioned the benefit of option 3 (SMS to PSAP IP/SIP -i3ESInet) as included in the white paper and requested that Mr. Infinger gave an update on this option related to a long term initiative.

Mr. Greer stated that since he has been appointed to the Board that no movement has been made on the proposed statewide project. Mr. Greer also stated that the Board should develop a plan to start the procurement process and establish implementation timeframes.

Other issues discussed:

- Statewide text initiatives
- Independent Business Case Study
- Legislative Budget Request (\$350,000)
- Next Generation Standards
- Pricing Calculation and Limitations (based on circuit and cost per workstation)

The Board discussed concerns related to the suggested text-to-911 options and them not meeting long term next generation objectives and that some equipment cost would be required to provide connectivity.

Mr. Pyles questioned if the priority would be to have text-to-911 statewide or next generation.

Mr. Greer stated that at this time call volume is unknown; however, text-to-911 does not appear to involve a large call volume.

Other issues discussed:

- True Cost
- Clarification on need for internet service
- Reimbursement based on connectivity

**Discuss E911 Board Statewide Strategic Initiatives (continued)**

Interim Text-to-911 White Paper

Mr. Greer offered a motion based on discussions and with the understanding that reimbursement would be requested based on connectivity and no hardware (web browser, IP/ \$45 per seat) that the Board provides funding.

Mr. Ford stated that he would like the motion and resolution to be broader and state that the Board is supportive of the report as written and supportive of text-to-911 deployment. Mr. Ford also stated every county should be encouraged to start down path of implementing text-to-911 and as a part of that the Board is willing to support the actual cost of deployment without hardware included up to the number and network elements as presented in the report.

Mr. Greer agreed to suggestions for motion. Mr. Konuch seconded the motion with the recommendation that work be done on wordsmithing with input from all members for the final recommendation. The motion carried 9-0. Mr. Nadler was not available for this vote.

**Other Business (continued)**

Board Member

Mr. Jennings reported that he had been informed that Mr. Nadler could not be reached because he was out of the country due to a death in the family.

Future Meeting

The August E911 Board meeting is scheduled to be held in the Destin area at the Hilton Hotel, August 13-14, 2014.

**12. Discuss Fee Allocation Percentages and the Emergency Communications Number E911 System Fund (E911 Trust Fund)**

Mr. Ford commented that as the Board did not speak specifically to the allocation percentages, No action would be taken at this time on the fee level as the prepaid legislation is now complete. Mr. Ford also stated that with the dialogue around the interim payments and methodology to be utilized for the January and February 2015 shortfalls would be discussed further in future meetings.

**Other Business (continued)**

Public Comments

➤ Educational Training Funding Request

Ms. Nelson on behalf of the Florida Chapter of the National Emergency Number Association (NENA) submitted a request for educational funding of Geographic Information Systems (GIS) training.

Training for these classes will be three days in length with up to twelve attendees per class. The first two days of the training will consist of instruction of ESRI GIS fundamentals, and the third day will be hands on instruction with participants' data and projects. It is proposed that one class be held in the northern/panhandle part of the state, and another in the central/southern part of the state. The total cost for both classes is \$14,400 inclusive of course materials, text books, and all instructors' costs.

The Board is of the consensus that counties will be polled for interest and strongly recommends that participating counties should have ESRI, access to ESRI, ordering ESRI, and/or considering ESRI for future use before signing up to attend this training.

Ms. Dill-Collier made a motion to accept the funding proposal with the stipulation that locations for training would be determined at a later date. Ms. Mitchell seconded the motion that carried 9-0. Mr. Nadler was not available for this vote.

**13. Adjourn**

Next scheduled meeting:

August 13-14, 2014, 9:00 a.m. until conclusion of business

LOCATION: Hilton Hotel, Destin

PWT/pwt