

Meeting Date: Wednesday, March 16, 2016
Meeting Location: Rosen Centre Hotel, 9840 International Drive, Orlando, FL 32819

March 16, 2016:**Board Members, meeting attendance:**

1. Stan Greer, Area Manager, External Affairs, AT&T, Vice Chairman
2. Laurene "Laurie" Anderson, 911 County Coordinator, Charlotte County
3. Carolyn Dill-Collier, 911 County Coordinator, St. Lucie County (by phone)
4. Chesley Dillon, Vice-President, Corporate Tax, Tracfone (by phone)
5. Ben Guthrie, 911 Coordinator Gulf County (by phone)
6. Sandra "Sandy" A. Khazraee, Director of State Regulatory Affairs, CenturyLink
7. David "Dave" Konuch, Attorney, Florida Cable Telecommunications Association (by phone)
8. Sergeant Dale Mitchell, 911 County Coordinator, St. Johns County
9. Tom Nadler, Manager, Sprint
10. Ira Pyles, 911 County Coordinator, Hillsborough County

Staff Members, meeting attendance:

1. Ben Fairbrother, External Affairs Coordinator, DMS-Legislative Affairs
2. Kent Raheb, Technical Support, DMS-Division of Telecommunications
3. Donald Lamb, Technical Support, DMS-Division of Telecommunications
4. Charles Hadley, Interim Chief, Public Safety Bureau, DMS-Division of Telecommunications
5. Diane Guillemette, Legal Counsel, Office of the Attorney General

Staff Members, participating via teleconference:

1. Kim Bickley, Technical Support, DMS-Division of Telecommunications
2. Larry Houff, and Partner, Carr, Riggs & Ingram, LLC (CRI)
3. Daniel Rodriguez, Manager, Carr, Riggs & Ingram, LLC (CRI)

Members of the Public, meeting attendance:

1. Silas Daniel, Sumter County
2. Annette Rodgers, Orange County
3. Tricia Davis, Volusia County
4. John Balloni, Volusia County
5. Chuck Freeman, Pinellas County

(If meeting participants are not listed, it may be due to a lack of sign-in acknowledging participation.)

Members of the Public, participating via telephone conference:

1. Christine Cooper, Okaloosa County
2. Stacy Needham, Manatee County
3. Tim Roberts, General Dynamics

(If teleconference participants are not listed, it may be due to non-receipt of emails acknowledging participation.)

1. Call to Order

- Meeting called to order at approximately 9:00 a.m.
- Staff conducted roll call. Six of the eleven current seated E911 Board Members were present. Ms. Dill-Collier, Mr. Dillon, Mr. Guthrie and Mr. Konuch attended by phone.
- Roll call for staff members was conducted.
- Public members attending this meeting or participating in the telephone conference were requested to acknowledge their participation by signing in on the sign-in spreadsheet on the computer in the back of the room or by sending an email to staff to ensure 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(s) on the issue(s) index cards provided, or to send the issue(s) via electronic mail to the staff.

2. Approval of Meeting Minutes

- Ms. Khazraee moved to approve the January 13, 2016 Meeting Minutes. Ms. Anderson seconded the motion which carried (10-0).

3. Review and Vote on Disbursements to the Counties**Wireless**

Wireless financial reports for the period ending December 31, 2015, were reviewed and discussed by the Board. Ms. Khazraee moved to authorize distribution of wireless revenues in the amount of \$3,973,012.67 to the counties. Sgt. Mitchell seconded the motion which carried (10-0).

Non-wireless

Non-wireless financial reports for the period ending December 31, 2015, were reviewed and discussed by the Board. Ms. Khazraee moved to authorize the distribution of non-wireless revenues in the amount of \$2,523,899.05 to the counties. Ms. Anderson seconded the motion which carried (10-0).

Prepaid Wireless

The county allocations of the fee in the Prepaid Wireless category for the period ending December 31, 2015, were reviewed and discussed. Ms. Khazraee moved to distribute \$1,119,884.40 to the counties. Mr. Nadler seconded the motion which carried unanimously (10-0).

- Mr. Pyles moved to make a special disbursement in the amount of \$259,110.43 to the counties. Ms. Khazraee seconded the motion which carried (10-0).
- Ms. Dill-Collier presented a review of a Text-to-911 funding request.
 - Mr. Greer asked if the form used to submit this funding request has been adopted by rule.
 - Ms. Guillemette stated that she would find out and report back to the Board.
 - Mr. Pyles asked if the Board should table this request until Ms. Guillemette finds out if the form has been adopted by rule.
 - Ms. Guillemette stated the Board may move forward with a vote at this time.

- Ms. Khazraee moved to disburse \$11,345.08 to St. Lucie County. Sgt. Mitchell seconded the motion which carried (10-0).

- Mr. Raheb presented a brief review of letters sent to service providers who are late in reporting.

4. Review Accountant's Financial Statement

- Mr. Houff presented an overview of the Financial Statement.
- Mr. Houff presented the trend analysis of the E911 Trust Fund Balance.

5. Review and Vote on Items for Cost Recovery Disbursements

- Ms. Dill-Collier moved to disburse \$326,157.47 out of current year funds for Item #1. Ms. Khazraee seconded the motion which carried (10-0).
- Ms. Dill-Collier moved to disburse \$16,405.56 out of current year funds for Item #2. Mr. Guthrie seconded the motion which carried (10-0).
- Ms. Dill-Collier moved to disburse \$24,064.70 out of current year funds for Item #3. Sgt. Mitchell seconded the motion which carried (10-0).
- Ms. Dill-Collier moved to disburse \$274,509.18 out of current year funds for Item #4. Mr. Guthrie seconded the motion which carried (10-0).
- Ms. Dill-Collier presented a review of the cost recovery payments for the current year.

6. E911 Board Rule Development and Status Report

- Ms. Guillemette presented a review of current E911 rule changes to grant applications.
- Ms. Guillemette presented a review of a legal memo regarding dual office holding in Florida prepared at the request of the Board.
- Mr. Greer stated that he planned on having a discussion regarding the E911 fee rate change from 45 cents to 50 cents and asked Ms. Guillemette if it would be more appropriate to put a specific item on the agenda for the April 2016 meeting instead.
 - Ms. Guillemette stated that a conversation at this meeting would be permissible, but no action would be appropriate. Ms. Guillemette also stated that the Board could schedule a workshop for the April 2016 meeting to discuss that fee increase.

7. Other Business

- Sgt. Mitchell stated she has heard concerns regarding the dispatcher certification class and test, and asked if the Board should get involved.
 - Mr. Greer asked that Ms. Guillemette find out more about the makeup and authority of the board that manages this class and test so the E911 Board can make a decision regarding how to move forward at the April 2016 meeting.

- Sgt. Mitchell presented a request she received a request from Clay County regarding text-to-911 services.
 - Ms. Khazraee asked if Clay County had contacted staff regarding that question.
 - Mr. Lamb stated that Clay County sent an email to staff on March 15th as staff were departing for the E911 Board meeting.
 - Mr. Greer asked that staff reach out to Clay County and make sure their questions were answered.
- Mr. Fairbrother stated that DMS expects the final work product for the fee rate change SERC to be delivered sometime in the next several weeks. Mr. Fairbrother also stated that when the final work product is complete, he will email it to the Board.
- Mr. Fairbrother stated that the strategic planning facilitator RFQ was adjusted and reposted after the February meeting. Mr. Fairbrother also stated that approximately a dozen questions have been received from vendors so far and the deadline for official responses are due on April 1, 2016.
- Mr. Fairbrother stated that while staff has continued to research potential solutions for the statewide text-to-911 initiative, no solutions have been found that have not already been presented to the E911 Board. Mr. Fairbrother also stated that staff will continue to research this issue and provide updates as progress is made.
- Mr. Fairbrother stated that since the last Board meeting, he was able to reach out to several state agencies who help manage boards and commissions comprised of non-state employees. Mr. Fairbrother stated that his research revealed that non-state employees serving on boards and commissions in these agencies must follow the same regulations set forth by the Department of Financial Services, which require reimbursement of hotel expenses.
- Mr. Greer asked for a status update regarding E911 Board appointments.
 - Mr. Fairbrother stated that DMS is currently researching potential appointments and reappointments.
 - Mr. Pyles stated that the E911 County Coordinators have made recommendations to the Florida Association of Counties and those names have been forwarded to the Governor's Office for consideration.
 - Mr. Guthrie stated that his name was also submitted for reappointment.
 - Ms. Dill-Collier stated that there have been no recommendations submitted for her replacement.
- Mr. Greer stated that the projected timeline for implementation of the E911 fee rate increase from 40 cents to 45 cents could be 2019. Mr. Greer also stated that the Board should raise the fee to 50 cents in order to create funding for Next Generation E911 systems. Mr. Greer stated that the Board would put an item on the agenda for the next meeting for an official discussion.

- Mr. Pyles asked if the Board is going to have a workshop at the April 2016 meeting to discuss the E911 fee rate change.
 - Mr. Greer stated that he does not have a problem with conducting a workshop. Mr. Greer also stated that he sees funding received from a possible increase in the E911 fee rate from 40 to 45 cents as revenue to offset losses experienced by the counties and revenue received from a possible increase from 45 to 50 cents as revenue to be used on Next Generation E911 systems.
 - Sgt. Mitchell stated that the Board previously discussed possible changes in the funding percentage allocations and asked if that would be a part of the discussion at the April 2016 workshop.
 - Mr. Konuch stated that he would like to discuss funding percentage allocations at the April 2016 workshop in addition to a potential fee rate change.
 - Ms. Anderson stated that if some counties are experiencing a reduction in revenue and some counties are experiencing increases, how would adjusting the percentage allocations affect the counties that experiencing increases.
 - Mr. Pyles stated that a potential adjustment in percentage allocations would be a temporary solution until the increased fee rate became effective.
 - Mr. Konuch asked Ms. Guillemette to prepare a legal analysis of what authority the E911 Board has regarding changing allocation percentages prior to the next Board meeting.
 - Ms. Guillemette asked if the Board would like to notice a workshop regarding a potential change to the E911 fee rate or a change in the allocation percentages.
 - Mr. Greer stated that he sees those issues as two different things and that the Board should limit the workshop to discussions surrounding the E911 fee rate.
- Mr. Lamb presented a request for funding for a cybersecurity training at the National Emergency Number Association conference in April 2016.
 - Ms. Khazraee moved to approve the request for funding. Sgt. Mitchell seconded the motion which carried (10-0).
 - Mr. Konuch stated that he would be interested in attending this training. Mr. Konuch stated that he would like to disclose that he is a partner in a cyber security company.
- Mr. Greer recognized Mr. Balloni to address the Board.
 - Mr. Balloni stated he has concerns surrounding Next Generation 911 system implementation and whether revenue from the E911 fee will be sufficient to cover costs of the new system in Volusia county.
 - Mr. Balloni also stated that the Board should take up the issue of what the Next Generation 911 systems will cost counties and then determine how much the fee rate should be. Mr. Balloni stated that the workshop in April 2016 may be an appropriate time to discuss this issue.

- Mr. Pyles asked if the business case would look at implementation costs of a statewide Next Generation 911 system.
 - Mr. Greer stated that it would.
- Mr. Godwin stated that Alachua County is beginning the process for increasing the E911 fee rate to \$1.00.

8. Adjourn

- The E911 Board Meeting was adjourned.

Next scheduled meeting:

DATE: April 13, 2016

LOCATION: Meeting Information:
Hilton Garden Inn
45 PGA Tour Blvd.
Ponte Vedra Beach, FL 32082

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