

Meeting Date: Wednesday July 19, 2017

Meeting Location: Embassy Suites, Jacksonville, FL

Board Members in attendance:

1. Heath Beach, Director, Department of Management Services, Board Chairman
2. Christie Pontis, State Regulatory and Legislative Affairs Manager, Vice Chair Pro Temp.
3. Laurene "Laurie" Anderson, 911 County Coordinator, Charlotte County
4. Carolyn Dill-Collier, 911 County Coordinator, St. Lucie County
5. Chesley Dillon, Vice-President, Corporate Tax, Tracfone
6. Ben Guthrie, 911 County Coordinator, Gulf County
7. David "Dave" Konuch, Attorney, Vice President, Government and Regulatory Affairs Comcast, via phone
8. Ira Pyles, 911 Coordinator, Hillsborough County

Staff Members in attendance:

1. Leon Simmonds, State 911 Coordinator, DMS-Division of Telecommunications
2. Kent Raheb, Technical Support, DMS-Division of Telecommunications
3. Matt Matney, Bureau Chief, Public Safety, DMS
4. Diane Guillemette, Legal Counsel, Office of the Attorney General

Staff Members, via teleconference:

1. Kimberly Bruso, Accountant III, DMS-Division of Telecommunications
2. Donald Lamb, Technical Support, DMS-Division of Telecommunications
3. Ann Filloon, Chief, Financial Operations, DMS-Division of Telecommunications
4. Elaine Thomas, Budget Manager, DMS-Division of Telecommunications

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

Members of the public in attendance:

1. Edith Taylor, Leon County
2. Sandi Chernoff, Collier County
3. Tim Gundlach, TGRA
4. Linda Draughn-Woloski, TDS
5. Chris Faircloth, Airbus
6. Patricia Welte, Duval County
7. James Robinson, AK Associates
8. Victoria Ogaga, St. Johns County
9. Keith Godwin, Alachua County
10. Tim Roberts, MCP

Members of the Public, participating via telephone conference:

1. Rolf Preuss, Project Manager, Essential management Solutions, LLC
2. Mark N. Drennan, Solutions Architect, Akimeka, LLC

1. Call to Order

- Meeting called to order at approximately 9:00 a.m.
- Staff conducted roll call. Eight of the current E911 Board Members were present. Roll call for staff members was conducted.
- Public members participating in the telephone conference were requested to acknowledge their participation 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 send the issue(s) via electronic mail to the staff.

2. Approval of Meeting Minutes

- Mrs. Dill-Collier moved to approve the June E911 Board Meeting Minutes. Mr. Guthrie seconded the motion which carried (7-0). Mr. Konuch had not joined the meeting at the time of this vote.

3. Public Comment

- No public comments.

4. Review and Vote on Disbursements to the Counties

- **Wireless**
Wireless financial reports for the period ending April 30, 2017, were reviewed and discussed by the Board. Ms. Pontis moved to authorize the distribution of wireless revenues in the amount of \$3,832,086.94 to the counties. Mr. Guthrie seconded the motion which carried unanimously (8-0).
- **Non-wireless**
Non-wireless financial reports for the period ending April 30, 2017, were reviewed and discussed by the Board. Mr. Guthrie moved to authorize the distribution of non-wireless revenues in the amount of \$2,553,120.03 to the counties. Mrs. Anderson seconded the motion which carried unanimously (8-0).
- **Prepaid Wireless**
The county allocations of the fee in the Prepaid Wireless category for the period ending April 30, 2017, were reviewed and discussed. Mrs. Dill-Collier moved to authorize the distribution of Prepaid Wireless revenues in the amount of \$1,139,839.97 to the counties. Mrs. Anderson seconded the motion which carried unanimously (8-0).

5. Review Financial Statement

- Ms. Bruso presented the financial reports.
- Mr. Pyles asked if information is going to be available to the Counties. Ms. Bruso stated if it is non-proprietary it could be made available to the counties. Chairman Beach stated it could be if board desires.
- Mrs. Anderson asked why the Accountants were not presenting. Chairman Beach stated DIVTEL will be handling internally and will use the funds from CRI savings to fund NG911 Plan.
- Mrs. Anderson asked how would the money that was slated to pay the accountant be used. Chairman Beach stated the majority of the funds will be used to pay Jason Fuqua to work on the NG-911 study.
- Mrs. Anderson asked would this create any conflict. Chairman Beach said it will not.
- Mrs. Filloon presented the financial statements.

6. DMS Financial Presentation

- Ms. Thomas presented the funds available for the grant programs and the spending authority available as of April 2017.

7. Special Disbursements

- Mr. Pyles moved to authorize the distribution of wireless revenues in the amount of \$130,793.10 to the counties. Mrs. Dill-Collier seconded the motion, which carried unanimously (8-0).

8. Grant Change Request

- Mr. Raheb presented the grant change request from Holmes County. The change is requesting re-budgeting with no change in the overall dollar amount, Mr. Pyles asked for written explanation of the change. The vote was tabled.
- Mr. Raheb presented the Okeechobee County grant change. The change request is for a 12-month extension until April 2018. Mr. Pyles moved to approve the grant change. Mr. Guthrie seconded the motion, which carried unanimously (8-0).

- Mr. Raheb presented the grant change for Wakulla County. The change is to request change in coverage for maintenance. Extended to March 2018. Mr. Guthrie moved to approve the grant change. Mrs. Dill-Collier second the motion, which carried unanimously (8-0).

9. Wireless Cost Recovery Presentation

- Before the presentations, Mrs. Guillemette presented information about the requirements of the Sunshine Law to the Board and Vendors. E911 Board has an exemption to Public Records for proprietary confidential business information presented by a wireless service provider.
- Chairman Beach asked each vendor presenting if they would be seeking cost recovery for E911 services for voiceover long-term evolution (VoLTE).
- Mr. Matney asked SouthernLINC to breakdown the actual cost recovery.
- Peg Clattenburg, Sprint presented the Board with their proposal.
- Jean Marin, SouthernLINC present the Board with their proposal.
- Audrey Smith, AT&T presented the Board with their proposal.

10. Cost Recovery Proposals

- Chairman Beach asked if the Board needed to vote. Mrs. Guillemette stated no vote needed. The board accepted the proposals as presented.

11. Review and Vote on Items for Cost Recovery Reimbursements

- Mrs. Dill-Collier made a motion to disburse \$444,484.72 from certified forward funds. Mr. Guthrie seconded the motion, which carried unanimously (7-0). Mr. Pyles asked a question concerning the graph and if the future invoices would be shown on the graph. Mrs. Dill-Collier stated that the final numbers would be presented in October.

12. Rules Development and Status Report

- Mrs. Guillemette acknowledged that there were no rules currently in process.

13. Combine State Grant Discussion

- Mrs. Guillemette discussed changing the name of the grant to avoid confusions to the counties.
- Mr. Pyles stated his preference is to call it State Grant and let the Board decide the funding source based on the items requested in the grant. Mrs. Guillemette stated it is not a rule or legislation calling it a State Grant.
- The Board reviewed the draft application and directed Mrs. Guillemette to revise the application priorities to match that of the legislation that reference the prepaid grant.
- Mrs. Dill-Collier asked if there would be enough time to have grant application ready by December. Mrs. Guillemette estimated the best case scenario would have the application ready in two months. However, it would not be in time to provide 90 days' notice to have it ready by December.
- Mr. Guthrie moved to motion to open rule for development based on the new funding source. Mrs. Dill-Collier seconded the motion, which carried unanimously (7-0).

14. Public Comments

- Patricia Welte, Duval County asked for clarity of what the new grant is going to be titled. Ms. Welte also asked about the source of the monthly special disbursement, why the year of 2014 was used as the benchmark and will this special disbursement continue without an end date. Mr. Pyles responded that the funds are derived from the excess in the Wireless Service provider account in the trust fund. Ms. Welte asked if the title on the spreadsheet could be changed to clarify this issue.
- Steven Kennedy, Sumter County, asked are there limitations on how much money can distributed from the grant funds. Chairman Beach answered yes there are limits, which would require legislative approval to increase grant funds distributions.
- Keith Godwin, Alachua County ask if there has been any progress in getting the statute changes concerning carry forward rule and it being limited to capital purchases. Chairman Beach answered once NG911 study is completed, there will be revision to the statutes, and this item

can address at that time.

- Clint Erickson, Washington County, stated wireline in rural counties is going down and wireless is not going up. Will the rural county supplementary disbursement be increased? Chairman Beach asked this item be added to next month agenda for discussion. The Board asked staff to provide a report on the history of wireline disbursement and supplement disbursements to the rural counties for the next board meeting.

15. Board Member Comments

- Mr. Guthrie stated that he spoke with the Holmes County Coordinator about the grant change request and the need for clarification. The County asked if this can be tabled until next month.
- Mrs. Anderson stated her county is having the same issue as Duval County.
- Mrs. Anderson asked if the Board would open the discussion to adjust the fee allocation percentages.
- Mrs. Anderson asked if the Board if Jason Fuqua could provide a monthly status report of the NG-911 study. Chairman Beach stated he would ask Mr. Fuqua to attend monthly Board meetings.

Adjourn

Next scheduled meeting:

DATE: August 16, 2017

LOCATION: Teleconference