

Meeting Date: Wednesday, January 9, 2019

Meeting Location: Teleconference

Board Members, participation via teleconference:

1. Matt Matney, Bureau Chief of Public Safety, DMS-Division of Telecommunications, Board Chairman
2. Ira Pyles, 911 County Coordinator, Hillsborough County
3. Chesley Dillon, Vice-President, Corporate Tax; TracFone
4. Laurene Anderson, 911 Coordinator, Charlotte County
5. Carolyn Dill-Collier, 911 Coordinator, St. Lucie County
6. Ben Guthrie, 911 Coordinator, Gulf County
7. Casey Reed, State Director legislative affairs; AT&T
8. Christie Pontis, State Regulatory and Legislative Affairs Manager, Vice Chair Pro Temp.; CenturyLink

Staff Members, participation via teleconference:

1. Kimberly Bruso, Accountant III, DMS-Division of Telecommunications
2. Donald Lamb, Technical Support, DMS-Division of Telecommunications
3. Kent Raheb, Technical Support, DMS-Division of Telecommunications
4. Leon Simmonds, Statewide 911 Coordinator, DMS-Division of Telecommunications
5. Diane Guillemette, Legal Counsel, Office of the Attorney General
6. Jason Fuqua, Project Manager, DMS- Division of Telecommunications

Members of the Public, participating via teleconference:

1. Jessica Skowronski, 911 Coordinator, Martin County
2. Ken Devin, 911 System Manager, Clay County
3. Thomas Ciampi, Communications Coordinator, Coral Springs
4. Patricia Welte, 911 Coordinator, Duval County

1. Call to Order

- Meeting called to order at approximately 9:00 am EST.
- Staff member, Ms. Bruso, conducted roll call. Eight of ten of the current E911 Board Members were present.
- 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 staff.

2. Annual Report Draft Review and Discussion

- Chairman Matney opened the discussion to review the annual report graph. He stated he has briefly reviewed it and there appears to be few changes. Chairman Matney encouraged the Board to review and discuss proposed recommendations.
- Mr. Simmonds said the annual report needs to be submitted at the latest by January 18, 2019. He said the report will be discussed again at the January 16, 2019 board meeting.
- Mr. Simmonds addressed changes recommended by Mr. Dillon. Chairman Matney asked Mr. Dillon to explain his proposed changes. Mr. Dillon explained the changes he made in the letter to the Governor. After no objections, Chairman Matney accepted the proposed changes.

- Mr. Pyles discussed his comments on the strategic priorities of the executive summary. He explained the NextGen core service language should be deleted since that service is covered under NextGen call routing. There were no objections and the proposed deletion was accepted.
- Mr. Pyles discussed proposed changes to the long-term strategic initiatives to change the sentence in the final paragraph and change wording from “Next Steps Study” to “Florida Next Gen Study” throughout the document.
- After discussion between the Board and Mr. Fuqua, Chairman Matney confirmed to change all wording in the document from “Next Steps Study” to “Florida Next Gen Study”.
- Mr. Simmonds asked Mrs. Dill-Collier to discuss her proposed change to the Text-To-911 chart. She stated it needs to be updated on the website. Mr. Simmonds confirmed staff is currently working on this update.
- Mrs. Anderson stated the initial letter to the Governor should include the NextGen Study as an accomplishment. The Board agreed.
- The Board discussed the acceptance date of the NG911 Study and confirmed it was finalized in October 2018.
- Mr. Fuqua explained percentage details of the NG911 study with Mrs. Anderson for further clarification.
- The Board agreed to have changes finalized in the report and letter by January 11, 2019. Mr. Simmonds stated while that is his goal he is still waiting on annual reports from a couple of counties.

3. Funding of Regional Meetings

- Mr. Simmonds explained that the Board has discussed funding sources on the funding of regional meetings in former meetings. He explained that Florida Statute 365.173 states any remaining administrative funds from the previous year can be disbursed as the Board chooses.
- He stated per the most recent financial statement from the staff accountant states there is nearly 2.8 million dollars available.
- Mrs. Guillemette further read the exact language of the statute Mr. Simmonds cited and confirmed that any funds remaining can be redistributed by the Board.
- Chairman Matney discussed funding training sessions on a regional basis. He stated topics the Board can support, including regionalization, equipment, GIS standards and MOU development.
- Mrs. Anderson asked for more clarification on the concept of funding meetings for training. She added that there should be an outline and further discussion at the next face to face Board meeting.
- Mr. Pyles asked why they need to be training meetings. Chairman Matney explained that the Board already has authority to fund meetings but does not yet have the authority to fund general regional meetings. Mr. Simmonds confirmed there are funds readily available in the training budget.
- Mrs. Anderson and Chairman Matney discussed utilizing a quarterly plan for the training meetings.
- Mr. Swanson asked a question regarding legalities of funding training. Mrs. Guillemette requested she answer the question at the next Board meeting.
- Mr. Simmonds discussed the regions that already have a proposed plan for regional meetings. He encouraged other counties that are interested in obtaining funding for regional meetings begin a plan of action to coordinate with each other.
- Mr. Simmonds discussed with Board members how some of the questions on the annual survey were tailored to provide information to help plan regional groups.

- Mrs. Anderson stated she will develop a training plan with Mr. Simmonds for further review at a later meeting.

4. APCO training funding request

- Mr. Simmonds followed up on previous Board questions about funding for an APCO training request.
- He stated per Mrs. Filloon, the funds are available for the expenditure.
- Mr. Pyles stated the proposed funding request sounded like the Boards' goal for training meetings. Mrs. Anderson agreed.
- Mr. Simmonds stated the funds are currently available for the APCO training. Chairman Matney reminded the Board even though they are similar proposals there was urgency on approving the APCO class because it will be held in February of 2019.
- Mr. Matney asked if Mr. Ciampi can have the costs of the training reduced. Mr. Ciampi responded he will speak with the instructor on that matter.
- Mr. Ciampi asked about funding for another class that is not yet on the agenda for discussion. Mr. Simmonds stated it was not added to the agenda for this meeting but will be added to the agenda for the next Board meeting January 16, 2019.
- Mrs. Dill-Collier asked about related courses Mr. Ciampi will be hosting in the future.

5. Vote to Fund Training Request

- Mr. Pyles motioned to approve the APCO training class with the understanding that there will be a training plan for future requests. Mrs. Anderson seconded, and the motion carried.

6. Public Comments

- Mr. Devin asked about a part time coordinator for rural counties. The question was deferred by Mrs. Guillemette to be answered at a later meeting. Chairman Matney asked that further clarification on Mr. Devin's request be sent to Mr. Simmonds via electronic mail.
- Mrs. Anderson asked that the Board approve her registration fee for her attending 911 Goes to Washington as they have in the past. Chairman Matney stated the request will be voted on at the next Board meeting.
- Mrs. Welte asked per her auditors if 911 funds can be used to pay for indirect costs. Chairman Matney directed Mrs. Welte to discuss the matter with Mr. Lamb. Mr. Simmonds confirmed that the Board planned on discussing the matter at the January 16, 2019.
- Chairman Matney stated they will try to resolve the indirect cost funding question without involving the Board, if possible. There were no objections, but Mr. Pyles stated if the decision on indirect cost funding is made outside of the board meeting, have staff inform the Board and County Coordinators.

Meeting Adjourned

Next scheduled meeting:

DATE: Wednesday, January 16, 2019

LOCATION: Teleconference