

South Dakota 9-1-1 Coordination Board

Meeting Minutes for January 14, 2010 – 10:00 AM Central
Department of Public Safety – 2nd Floor Conference Room
Pierre, South Dakota

Board members present: Barthel, Carmon, Falken, Haines, Ruffedt, Sawvell, Sebert, Tucholke, Turbak, Turman.

Board member excused: Bechtold

Staff present: Lee Axdahl (911 Coordinator), Michael Houdyshell (DPS Attorney), Marty Guindon (DLA), Ryan Mechaley (HP).

Others present: Matt Jorud (Verizon Wireless) – via teleconference.

I. Call to Order & Roll Call

Meeting called to order at 10:00 AM by Chairperson Ruffedt. Roll was taken.

II. Approval of Agenda

Motion to approve agenda.

Moved by: Falken Second by: Tucholke

Discussion: Carmon requested addition of informational item under Other Business for upcoming Qwest meetings in Rapid City and Sioux Falls. Ruffedt requested the addition of informational items under Other Business for the repeal of Administrative Rules 50:02:02, OnStar progress, Definitions, Meeting Dates, and transfer of calls from 9-1-1 to another seven digit telephone number discussion. No objection to addition of items suggested by Carmon and Ruffedt.

Conclusion: Motion as amended carried unanimously.

III. Approval of October 26, 2009 Meeting Minutes

Motion to approve meeting minutes.

Moved by: Sebert Second by: Carmon

Discussion: None.

Conclusion: Motion carried unanimously.

IV. Discussion of Interim Rules Review Committee meeting

Chairperson Ruffledt outlined the meeting and its outcome for board members who may not have been able to attend in person or electronically. No official board action or motion.

V. Discussion of Financial Forms authorized by Administrative Rules

Motion to approve four financial forms consisting of Quarterly Surcharge Report, Projected Budget, Annual Report and Personnel Forms for 2009. Instruct Coordinator to send forms to various entities for completion.

Moved by: Sebert Second by: Carmon

Discussion: Marty Guindon from Department of Legislative Audit (DLA) was present to discuss the various forms drafted for board review by the Coordinator, Tracy Turbak, Deene Dayton (DLA) and Guindon. A couple of minor changes were suggested by various board members and those edits will be incorporated into the finished products without objection by member Sebert who moved the motion.

Conclusion: Motion carried unanimously.

Motion to request DLA to include 2009 9-1-1 Surcharge funds in its 2010 audit cycle and procedures.

Moved by: Turbak Second by: Sebert

Discussion: Board discussed the need to know what has been happening with the funds and by requesting DLA to include 2009 activity in its 2010 cycle will be informational for the board and educational for the governing entities. There is nothing that can be done for funds expended outside of Administrative Rules for 2009. That will give DLA, however, the opportunity to explain to the governing entities how it is envisioned that surcharge revenue should be expended and accounted for in the 911 Fund.

Conclusion: Motion carried unanimously.

VI. Discussion of Administrative Rules & Other Loose Ends

Chairperson Ruffledt and Coordinator Axdahl led discussion on assistance to PSAPs with implementation of the new rules. Both stressed the need to assist PSAPs and governing entities with the new rule requirements to create a positive working relationship.

Axdahl will conduct a training session at the Dakota 911 meeting in Sioux Falls this spring.

VII. Discussion of Proposed Legislative Action Items

Discussion led by Counsel and Turman with regard to HB 1016 and other potential issues.

Motion to direct Legislative Subcommittee to report to the board at its next meeting on definitions and authorities currently in statute and administrative rule.

Moved by: Carmon Second by: Haines

Discussion: Board discussion to identify and clarify any issues that may cause concern from a statutory and rule-making position.

Conclusion: Motion carried unanimously.

VIII. ENHANCE911 Grant Activities

Coordinator reports that he is working on finalizing contract paperwork with the subgrantees.

IX. Statement of Condition – 911 Coordination Fund

Board members directed to financial tab for latest information. Coordinator will update the status of a more formal budget at the next meeting of the board.

X. Other Business

Carmon informs board of two meetings scheduled by Qwest to discuss potential technology fixes for issues such as the two-person rule. The meetings will be held in Rapid City and Sioux Falls. Coordinator will send out time and locations to the board and Carmon has requested board participation if there is an interest.

Chairperson Ruffedt discussed the need to repeal outdated sections of administrative rule. He asked Houdyshell for an update on the OnStar situation. He discussed his concerns about transferring 9-1-1 calls to another seven digit telephone number. Ruffedt also discussed quarterly meetings instead of bi-monthly now that the lion's share of the initial activity has been accomplished. The board agreed and tentative dates have been set for meetings into January 2011.

XI. Public Comment

No members of public present to comment. Chairperson Ruffedt, however, wants this item moved to the top of the agenda for future meetings.

XII. Adjourn

Moved by: Tucholke Second by: Sebert

Discussion: None.

Conclusion: Unanimous.