

consider working with a consultant to write the RFP since this is such a massive project that will likely cover several years. Additionally we need someone with a vast technical knowledge to guide the project and most anyone in our state with this knowledge will likely be a responder to the RFP and therefore could not be involved with the RFP development. If we work with a consultant we can help ensure a level playing field.

Rufledt reminded the board that it was tasked by the South Dakota Legislature to develop an official State 911 Plan and that this is the only remaining original task the board has not yet completed. We would like to have the State 911 Plan complete by May 2013 so it can be included in the Annual Report to the Governor. This will be an excellent project to be led by a consultant with support and input from each sub-committee. Each subcommittee was formed primarily to draft their portion of the state plan. Rufledt encouraged the committee chair persons to identify items for inclusion in the state plan; the problem, possible or recommended solutions and the projected cost of those solutions.

VII. Update on PSAP Compliance Reviews

Rechtenbaugh reported that she and Tom Sandvick (consultant) have completed 8 of the 11 PSAP compliance reviews to date. The final 3 reviews will be conducted next week. Each PSAP has been notified of our compliance findings and provided a letter stating if they were found eligible to receive the incentive funds. Once all 11 reviews are complete a notification will be sent to all 11 letting them know how many PSAPs were found eligible, per SDCL 34-45-8.5.

VIII. Update on Administrative Rule Changes

Jenna Howell, Staff Attorney for DPS, has been working with Rechtenbaugh to draft the administrative rule changes identified by the board over the past several months.

9-1-1 surcharge funds may be used to pay initial one-time costs associated with a county or municipality issuing physical addresses for the purpose of implementing Enhanced 9-1-1 to include: street name signs, map books, and addressing-related wages. After Enhanced 9-1-1 has been implemented in a county, 9-1-1 surcharge funds may not be used to pay on-going maintenance costs related to addressing, street name signs or map books.

IX. 9-1-1 FAQ document

The board was provided a copy of a frequently asked questions document that the coordinator has been compiling with assistance from Rufledt and Haines as the board responds to questions. The document will be posted to the DPS 911 webpage and can be shared as board members see fit. As additional questions come to the board they can continue to be added to the document.

X. 9-1-1 Coordination Fund Condition Statement

Rechtenbaugh reported the balance of the account is currently \$539,622.37. Item to note for July was a grant payment to Deuel County for \$10,370.90. They have completed their PSAP upgrade project which was approved as part of the State 911 Coordination Fund Grant Program.

XI. Board Report to GOAC

Rechtenbaugh has been in contact with Department of Legislative Audit to identify any recommendations for the report format, due date and contents. Per the conversation with DLA Rechtenbaugh offered the following suggestion for the report. According to SDCL 34-45-20 (items 7 and 8) the board is required to submit an annual report to the Governor and legislature, and submit an annual report to the Government Operations and Audit Committee (GOAC). I recommend we plan to combine these reports into one annual report that will fulfill both requirements since they are similar. The report will use the fiscal year for the reporting period (July 1 through June 30). The report due date would be on or about August 1st each year. Since the Annual report for the Governor and Legislature has already been completed and the GOAC report requirement just took effect the first combined report will be due August 2013. The GOAC copy will need to be submitted to Tim Flannery at DLA and he will submit it to GOAC at their next monthly meeting for review and discussion. GOAC usually requests an in person presentation after receiving the report and Secretary Jones would most likely be the person to give the in person report. Per the statute the report will include: operations and findings of the board, any recommendations for changes in the surcharge imposed, distribution of the revenue, recommendations for changes in 911 service.

XII. 9-1-1 Training

Rufledt

XIII. Wireless Industry Ex-Officio Representative

Rufledt has made contact with Ron Goldschmidt who is the current Ex-officio member. Goldschmidt has taken a different position in his agency and is no longer able to serve in this role.

XIV. Subcommittee Assignments and Reports

Rufledt lead a discussion around the subcommittee membership. Jaeger will replace Turbak on the Operations Sub-committee. Harding volunteered to be on the Legislative Subcommittee since he is quite familiar with this work.

- i. Legislative Subcommittee**
Subcommittee Chair Carmon reported
- ii. Technical Subcommittee**
Subcommittee co-chairs, Serr and Carmon
- iii. Operations Subcommittee**
Subcommittee co-chairs Haines and Falken reported
- iv. Funding Subcommittee**
Subcommittee chair Turbak reports

Talk about FY12 Annual Report. Need to update document. Work with BIT to make web based. Rechtenbaugh needs assistance with review and analysis as she does not have an extensive financial background.

Board Budget -

Mission Statement – see handout. Need a mission statement to include with the 911 budget that will go to the governor. We haven't needed a mission statement in the past because the 911 fund was unbudgeted. It is now a budgeted unit within DPS. The mission statement will get printed in the Governor's Budget Brief. Ted and I visited and provide the draft statement for your consideration and edits.

v. Nominations Subcommittee

Subcommittee co-chairs Falken and Barthel

XV. Other Business

Next board meeting date is October ??? at 10am central time where?

XVI. Adjourn

Motion to adjourn the meeting.

Moved by: Seconded by:

Discussion: None

Conclusion: Motion carried unanimously.

Meeting adjourned at ????pm central time.