

911 Coordination Board Meeting

George S Mickelson Law Enforcement Training Center
South Dakota Emergency Operations Center
Classroom E
1302 East Highway 14, Pierre SD
October 9, 2008

Board Members Present:

Doug Barthel, Jason Bechtold, Jeff Carmon, Dennis Falken, Bill Floyd, Marlene Haines, Ted Ruffledt, Jr., Jody Sawvell, Lou Sebert, Tracy Turbak, Kristi Turman, Ron Goldschmidt

Department of Public Safety Staff Present:

Michael Houdyshell, Lynne Rath

After the members of the Board introduced themselves, Kristi Turman explained that the first meeting would be informal.

911 Coordination Board Members:

Doug Barthel – Sioux Falls Police Department
Representing South Dakota Police Chiefs Association

Jason Bechtold – Bon Homme County Sheriff
Representing South Dakota Sheriffs Association

Jeff Carmon – Qwest Communications
Representing South Dakota service provider

Dennis Falken – Brookings County Commission
Representing South Dakota Association of County Commissioners

Bill Floyd – Sully County Commission
Representing South Dakota Association of County Commissioners

Marlene Haines – Mitchell Police Department/911
Representing South Dakota Chapter of APCO (Association of Public Safety Communication Officials, Intl.)

Ted Ruffledt, Jr. – Pennington County 911
Representing Dakota Chapter of the National Emergency Number Association

Jody Sawvell – Golden West
Representing South Dakota service provider

Lou Sebert – City of Mitchell
Representing South Dakota Municipal League

Tracy Turbak – City of Watertown
Representing South Dakota Municipal League

Kristi Turman – Office of Emergency Management
Representing South Dakota Department of Public Safety

Ron Goldschmidt – Verizon Wireless
Ex-Officio member representing the wireless industry

Members of the Board are able to have their expenses reimbursed, including meals and mileage, for every meeting. An expense report will need to be completed. Hotel rooms will be booked and direct billed to the Office of Emergency Management (OEM).

Because wireless providers were not included in the list of members, Ron Goldschmidt was asked to become a non-voting member of the Board.

The Board discussed frequency of meetings. The Board will need to prepare a report to the Legislature detailing 911 progress in the State, including Board member appointments, development of the 911 Coordination Fund, and any actions taken by the Board. The Board can be working on the seven requirements in the enabling legislation while a working group composed of members of the previous stakeholders group could be working on other issues. It was decided that the Board would be bi-monthly for the first year and quarterly thereafter. The Board could also meet more frequently if needed. DDN is also an option if the Board wishes to meet more frequently.

The enabling legislation allows the Board to employ a 911 coordinator. The position will be a full-time employee housed in the Department of Public Safety (DPS) and supervised by OEM. The coordinator will attend the Board meetings, provide support to the Board, and travel to the Public Safety Answering Points (PSAPs). The coordinator should have a working knowledge of 911 technology so that they can be a technical advisor to the PSAPs.

Previously there was one round of interviews conducted, which resulted in no offer of employment. The announcement was re-posted and closed on October 3. Three people from the Board, Kristi Turman, Marlene Haines, and Tracy Turbak (as his schedule permits), will be conducting the interviews and will bring a recommendation to the Board. The Board was provided with the job announcement for the 911 Coordinator.

Motion: Motion by Jeff Carmon and seconded by Lou Sebert for Kristi Turman, Marlene Haines, and Tracy Turbak be a selection committee and make a hiring recommendation to the Board.

Conclusion: The motion carried.

The Board and coordinator will be funded by the prepaid surcharge that is remitted to the State. Through the next fiscal year, there are Emergency Management Performance Grant (EMPG) funds available. Rough projections on the totals remitted to the State are between \$100,000 and \$150,000 per year. At the end of each quarter, the coordinator will need to contact those

companies identified in the state if their remittance has not been received to ascertain if it was sent to the counties or not remitted at all.

Prepaid companies are lobbying for point-of-sale collection of 911 surcharges. The wireless prepaid companies will need to sit down with the major retailers to discuss and agree on the details. This way of collection is being driven by the Federal Communications Commission (FCC) and the National Emergency Number Association (NENA).

The Board decided that a Chairperson and Vice Chairperson would be appropriate. After a brief discussion regarding individuals' tenure of issues, motions were made.

Motion: Motion by Doug Barthel and seconded by Jeff Carmon to nominate Ted Ruffedt, Jr. as Chairperson of the 911 Coordination Board.

Motion: Motion by Bill Floyd and seconded by Jeff Carmon to cease nominations.

Conclusion: The motions carried.

Motion: Motion by Jason Bechtold and seconded by Jody Sawvell to nominate Marlene Haines as Vice Chairperson of the 911 Coordination Board.

Conclusion: The motion carried.

The Board discussed open meeting requirements. Since the Board will have an established schedule, it can be posted. Once agenda has been set, it can be posted along with the schedule. If there is something the Board wants to discuss during the meeting, it will need to be on the agenda.

Motion: Motion by Lou Sebert and seconded by Dennis Falken to set the 911 Coordination Board meeting schedule as the second Thursday of every other month beginning December 11, 2008.

Conclusion: The motion carried.

The meetings will be scheduled from 10:00 am to 3:00 pm to allow for travel time.

Dennis Falken, Marlene Haines, and Ted Ruffedt, Jr. provided a synopsis of the task forces from the 90's. At the time, it was decided that everyone should have

basic service. There was discussion of consolidation. Rural addressing was not consistent. There was no mandate, due to no funding, for the counties to follow the plan that was based on North Dakota's plan. The task forces were met with resistance. The law providing for a state 911 coordinator sunset in 1999. Between 1999 and 2004, there was no state coordination. Around 2003-04, the Governor transferred 911 coordination to the South Dakota Association of County Commissioners. SDACC hired a coordinator for two years. In the fall of 2006, SDACC and DPS formed the stakeholders group.

The legislation that was passed during the last session tried to accomplish:

1. Level the playing field to include all technologies;
2. Establish the 911 Coordination Board;
3. Gives the 911 Coordination Board authority to promulgate rules and employ a coordinator; and
4. Sets a deadline of July 1, 2010, for all PSAPs to be enhanced.

Goals of the Board include setting measurable standards, ensure everyone in the state has access to the same service, and ensure funding as best as possible. The 911 Coordinator will report back to the Board on any issues in the PSAPs.

The Board requested a list of acronyms commonly used. They would also like a "basics of 911" presentation at the next meeting.

Kristi Turman reviewed changes in SDCL 34-45. SDCL 34-45-12 authorizes creation of the 911 coordination fund. The purpose is to first cover the costs of the Board and coordinator. The remaining funds would then be available as grants to assist PSAPs meeting the standards. SDCL 34-45-4 will need to be looked at so that the law is clear.

The Board and the coordinator will need to look into federal grants to supplement any revenue generated. They will also need to research how the funds are currently being used.

The three areas that the Board is able to promulgate rules are standards, reimbursement for recurring and nonrecurring costs, and coordination of 911 service on a statewide basis. A lot of work on standards has already been done. It was recommended that someone be invited to a Board meeting in the near future to discuss the rule-making process.

The Board decided the following were priorities:

1. Hire a coordinator by mid-November

2. Update the report of current PSAP capabilities, including use of the 911 surcharge
3. Determine surcharge audit criteria and performance audits
4. Draft and promulgate rules for standards
5. Develop a strategy to address non-compliant prepaid wireless providers
6. Draft a report for the Governor and Legislators
7. Investigate additional 911 funding opportunities

The next meeting agenda should include discussion of subcommittees for audits and standards. The Board should narrow what aspects of an operation can standards be set. The standards from the taskforce working group will be provided to the Board.

The Board discussed a mission statement. A draft mission statement is "Ensure that everyone in the state has access to the same level of service in the most efficient manner possible." Another suggestion was "Ensure that PSAPs in South Dakota provide the same level of service in the most efficient manner possible."

Motion: Motion by Lou Sebert and seconded by Marlene Haines to adjourn the meeting.

Conclusion: The motion carried.