

MEMORANDUM FOR THE RECORD

Date: July 28th, 2020
Bowers Conference Room
Room 417, Rembert C. Dennis Building
10:00 am
(Members attending via GoToMeeting)

Subject: Minutes of the South Carolina 911 Advisory Committee Meeting

Attendees: *Committee Members* – David Morrison – RFA SC 911 Program Manager, Rick Blackwell – PSAP Rep. Greenville County, Mitch Fulmore – PSAP Rep. Florence County, Dent Adams – Wireless Rep. FTC, Ben Spearman – Wireline Rep. Comporium, Adam DeMars – GIS Expert/RFA, Jack Maguire – Consumer Rep., Misty Wise – RFA Appointee, Tommy Paradise – SC Association of Counties, Mike Flynn – PSAP Rep. Spartanburg County, Neil Baxley – PSAP Rep. Beaufort County. *Staff* – Paul Athey – RFA Division Director, Amy Simpson – RFA SC 911 Program Coordinator. *Phone Guests* – Stephen Blackwelder, Rob Robinson, Mark Whitby, Candace Allred, Catlyn Hunter, Grady Sharpe, Jeff Francis, Wayne Lynch, Jeff Holshouser, Derick Kelly, Rob Holmes, Kristy Burch, Byron Burns, Gary Loflin, James McLeod, Jim Lake, Brandon Peeler, Drew Allvine, Linn Skipper, Josh Morton, Thom Barrineau.

- I. Chairman Blackwell called the meeting to order at 10:00am.
- II. Chairman Blackwell presented the June 16th, 2020 meeting minutes to the members and asked if any member had edits or questions. Neil Baxley made a motion to approve the minutes. Mitch Fulmore seconded the motion. All members voted aye in favor, and Chairman Blackwell declared the minutes approved as written. (*See attached*)
- III. RFP Update
 - A. David Morrison informed the committee of the contract award to Comtech for the statewide NG911 system. He stated that RFA staff and Comtech held a project kickoff meeting and initiated the beginning stages for building the NG911 statewide system.
 - B. Mr. Morrison stated he will be reaching out to individual counties and their respective PSAP's over the next couple of months to provide updates regarding the project's progress, developments, and projected timelines.
 - C. Chairman Blackwell asked if Comtech had identified a Project Manager. Mr. Morrison stated Marty Hamm would fill that role and added that he had already communicated with Mr. Hamm to gather initial information on the PSAP's.

IV. NG911 Program Manager Position

- A. Mr. Morrison updated the committee on the recruitment status for this position. RFA received a total of 16 applications from the re-post and selected 6 applicants to interview.
- B. Mr. Morrison advised the committee members that these interviews would take place during the first week of August. He added that RFA hopes make a hiring decision in time to provide an official announcement at the next committee meeting.

V. Reimbursement Policy

- A. Mr. Morrison presented the following proposed update to the Wireless 911 Fund reimbursement policy: "With the exception of existing reimbursements approved by RFA, costs incurred in the development, implementation, and/or maintenance of ESInets and/or NG core services separate from the State NG911 contract after August 1, 2020 will not be reimbursable from the S.C. Wireless 911 fund".
- B. Mr. Morrison had distributed the updated reimbursement policy to the committee members reflecting this change prior to the meeting and asked for their feedback. Tommy Paradise commented that he had discussed the Reimbursement Policy changes with his staff; they all agreed with the changes and felt they were in alignment with what had been previously discussed. Chairman Blackwell expressed his concern with using the verbiage "existing contracts" in the reimbursement policy update; He felt the term "contract" could potentially restrict or perhaps hinder PSAP's from receiving reimbursement for certain services in the future. He added that while he along with fellow committee members and PSAP representatives across the state were hopeful that the statewide ESInet would be implemented with no issues, there is always the potential for problems to arise. Paul Athey addressed Chairman Blackwell's concerns. He advised that the reimbursement policy is essentially a guideline and not a legislative bill so there was room for some discretion should there be any questionable issues. Jack Maguire added that there will likely be some hiccups that will need to be addressed as the state moves forward with NG911 implementation. However, he felt confident that any potential hurdles encountered would be easily addressed.
- C. Mr. Morrison made the motion to approve the updated RFA Reimbursement Policy. Neil Baxley seconded the motion. All members voted aye in favor, and Chairman Blackwell declared the updated reimbursement policy approved.

VI. Fiscal Update

- A. RFA emailed the June statement of activity report to the committee members prior to the meeting. Each year, RFA evaluates their initial projections in the fiscal model with actual revenues and disbursements. Paul Athey advised the committee members that he looked at trends over the last four calendar years and compared them with current year revenues and cost reimbursements to PSAP's as of the end of June 2020. Based on prior year trends, current data, and any known upcoming financial situations, two

adjustments to the fiscal model for calendar year 2020 need to be made. He plans to slightly increase the projection for cost reimbursements to PSAP's as well as increase the forecast for interest earned.

- B. Mr. Athey informed the committee members that he is in the process of updating the fiscal model to reflect the increases that he discussed and hoped to have that available to review with the committee within the next couple of months. He then asked if any of the members had any questions or comments.
- C. Neil Baxley asked Mr. Athey if the wireless fund revenues appeared to be impacted by the COVID. Mr. Athey responded that he did not feel the pandemic had impacted revenues as they appeared strong through the first six months of 2020. In forecasting their performance over the remainder of the calendar year, Mr. Athey stated that revenues historically increase during the second half of the year. He added that the only variable would be with respect to pre-paid wireless, which is very difficult to project due to the timing of when those providers submit the funds to DOR as well as the amounts. Mr. Athey stated he continues to monitor this scenario on a monthly basis.

VII. Other Items and Questions

- A. Chairman Blackwell asked how RFA views the role of the advisory committee in assisting as Comtech begins their work building the statewide ESInet. Mr. Athey advised that while they're still in the early stages, it might be a good idea to think about forming an implementation sub-committee. Attending committee members agreed. Mr. Morrison added that RFA staff would update the committee regularly on the progress as well as begin reaching out to the individual PSAP's in small groups separate from the committee meetings.
- B. Mr. Morrison suggested that the committee allow RFA staff ample time to send out information and receive feedback regarding the formation of the implementation sub-committee so that PSAP representatives throughout the state would have the opportunity to participate if they wish to do so. Chairman Blackwell agreed.

VII. Adjournment

- A. Neil Baxley made the motion to adjourn. Mike Flynn seconded the motion, and the meeting was adjourned at 10:28am.

Attachments: Agenda, Meeting Materials

Public Notice of this meeting was posted at: <http://rfa.sc.gov/e911>

These minutes were approved on 9/15/20.

Amy Simpson 