

MEMORANDUM FOR THE RECORD

Date: February 16th, 2021
Bowers Conference Room
Room 417, Rembert C. Dennis Building
10:00 am
(Members attending via WebEx)

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, Dent Adams – Wireless Rep. FTC, Adam DeMars – GIS Expert/RFA, Mike Flynn – PSAP Rep. Spartanburg County, Tommy Paradise – SC Association of Counties, Neil Baxley – PSAP Rep. Beaufort County, Misty Wise – RFA Appointee. *Staff* – Paul Athey – RFA Division Director, Amy Simpson – RFA SC 911 Program Coordinator.

- I. Chairman Blackwell called the meeting to order at 10:00am.
- II. Chairman Blackwell presented the January 26th, 2021 meeting minutes to the members and asked if any member had edits or questions. Tommy Paradise 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. Public Safety Telecommunicator (PST) Training
 - A. On November 9th, 2020 the SC Law Enforcement Training Council voted to accept APCO's Public Safety Telecommunicator Training as equivalent to the Basic Telecommunicator Training provided by the SC Criminal Justice Academy. David Morrison advised the committee that after that vote, RFA began to field inquiries on whether or not the APCO training would be reimbursable. The training at SCCJA is \$350.00 and requires travel while the APCO training does not. The APCO training consists of a 4-week online course or a 5-day virtual classroom. Depending on the method chosen, APCO's training will cost \$309.00 - \$389.00 per individual with APCO members receiving a \$20.00 discount. RFA recommended that the committee vote on reimbursing the equivalent APCO training the same way training at the academy is reimbursed since the costs are comparable.
 - B. Chairman Blackwell asked for a motion from the committee, Mitch Fulmore made the motion to approve. Tommy Paradise seconded the motion.
 - C. Mitch Fulmore added that APCO will also certify individuals as in-house instructors, allowing for "in-house" training. The only costs for this type of training would be the purchase of manuals. He recommended that other PSAP's do the same and invite neighboring counties to join in on the classes. Becky Neugent added that instructors

can teach at any location and suggested compiling a list of certified instructors throughout the state and distribute it among the PSAP community.

- D. Dent Adams asked if the motion on the floor would set a cap as far as cost of the APCO equivalent training. David Morrison answered Mr. Adams question stating that RFA was comfortable with reimbursing the APCO training at \$389.00 since the costs were comparable to the \$350.00 SCCJA charges. Mike Flynn added that travel associated with the training isn't currently reimbursed by the state and asked if that policy would continue going forward. Mr. Morrison answered that RFA would reimburse the cost of the class only, not travel.
- E. Chairman Blackwell asked if there were any committee members opposed to the motion; hearing none, he declared the motion was passed.
- F. Tommy Paradise asked if the motion had to be approved by the RFA Board. Paul Athey advised that once the 911 Advisory Committee passes the motion, RFA would relay that information to the RFA Board, however no further action was required. Misty Wise asked if the APCO online training content was consistent with the SCCJA training. Mitch Fulmore, a certified APCO training instructor, answered that the content was consistent with the training at the academy.

IV. ESInet Implementation Update

- A. Michael Ball presented the committee with a power point presentation showing the latest Group 1 Project Updates. All tentative Go-Live dates originally planned for May have been pushed to June because Segra is finalizing the network points of interconnect (POIs). Comtech is continuing NG9-1-1 configuration of the system, and Solacom is proceeding with the hosted CHE/CPE build configuration.
- B. Lexington County and West Columbia were originally scheduled to Go-Live in May and are now tentatively scheduled for June. Bamberg and Barnwell Counties have moved their original June dates to later in the month which will allow Batesburg-Leesville to move into the same umbrella as Lexington County.
- C. At the request of Chairman Blackwell in a previous meeting, Mr. Ball presented the committee with an ESInet PSAP onboarding schedule outlining the timeframe from PSAP Survey/Data collection collected prior to Go-Live to the Post-Migration Tasks to be completed 1-5 days after Go-Live. He asked if the committee had any questions.
- D. Misty Wise asked if there was a forecasted list of tentative Go-Live dates for all the state PSAP's and if there was a contingency plan in place should there be any issues with the first two groups scheduled. Mr. Ball answered that although there is an estimated list of all the PSAP's (through Group 6) by month and by quarter through the end of 2021, there are only tentative Go-Live dates focused specifically on Group 1 at this time. Each PSAP gives an absolute final "Go" or "No Go" date upon project completion. If a PSAP isn't satisfied after migration, they have the ability to roll back to a legacy PSAP as if they had never migrated over to the ESInet. Additionally, if a PSAP encountered any issue(s) that could not be mitigated quickly, they could do another immediate Go-Live

depending on the availability of all the vendors. Ms. Wise inquired how the groups were selected in the order in which they go live. Mr. Ball explained that the PSAP's were grouped according to their LATA (Local Access Transport Area) and selective router. Mike Flynn asked how an agency would go about getting added to the list. Mr. Ball explained that all of the agencies are already on the list, and RFA has contacted Group 1 and Group 2. If a PSAP not included in of those first two groups would like to inquire where they fall with respect to the project's timeframe, they can contact RFA. Groupings and timeframes can be adjusted if a PSAP that was not included in the first two groups has a specific need, such as CPE replacement or maintenance contracts ending. They would just need to contact RFA.

- E. Chairman Blackwell asked Mr. Ball to redistribute the list of PSAP groupings to the committee.

V. Fiscal Update

- A. Paul Athey presented the updated fiscal model to the committee. The new model included data through the end of 2020 data with projections through 2030.
- B. The 2021 beginning fund balance was larger than anticipated. Annual collections were within 0.9% of what was forecasted. However, there were not as many PSAP distributions as originally projected. This was likely due to end of year timing because there has been a high volume of disbursements in January 2021 and into February 2021. Additionally, no payments to Comtech for NG 9-1-1 transition costs occurred in 2020 due to contract change orders being implemented. Once that process is complete, the first invoices will be paid.
- C. The fund balance is significant because it dictates when there will be a need for a fee increase. The fee adjustment from \$0.62 to \$0.64 was projected to occur in 2024 at the same time the reimbursement rate would reduce from 80% to 70%. Both the fee adjustment and reduction in the reimbursement rate will potentially be pushed out another year to 2025, contingent upon the PSAP transition schedule and the rate at which costs are incurred. Mr. Athey asked if there were any questions of the committee.
- D. Chairman Blackwell asked if any of the fiscal information provided was COVID related. Mr. Athey responded that he did not think it was COVID related since there had been a high volume of reimbursements through September 2020.

VI. Other Items and Questions

- A. David Morrison reminded the PSAP community that the new 9-1-1 legislation requires RFA to review the annual audit for each PSAP's jurisdiction. RFA Executive Director Frank Rainwater sent out a memo to county Treasurer's/Finance Director's reminding them of the updated statute, asking their auditor to provide a copy of their annual audit for fiscal year ending June 30, 2020 upon completion. Mr. Morrison forwarded

Executive Director Rainwater's email to the PSAP Directors and will do so again at the conclusion of today's meeting.

- B. Tommy Paradise asked if a county could send its entire comprehensive annual financial report if the E911 fund balance audit was included with the entire report. Mr. Morrison replied that would be acceptable.

VII. Adjournment

- A. Chairman Blackwell asked if there were any other items or questions from the committee or RFA staff; hearing none, Tommy Paradise made the motion to adjourn. Mike Flynn seconded the motion, and the meeting was adjourned at 10:51am.

Attachments: Agenda, Meeting Materials

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

These minutes were approved on 3/16/21.

Amy Simpson 