

**9-1-1 Advisory Council
Minutes
October 18, 2017
10:00 a.m.
Capitol Building, Room 152**

Members Present:

Quinn Ness, Chair – Alternate
Kimberly Burdick, MT APCO
Captain Curt Stinson, MACOP
Commissioner Gary MacDonald, MACO
Clint Loss, MEMSA
Geoff Feiss, MTA
Andrew Knapp, MHP

Jennie Stapp, MSL
Peggy Glass, PSAPS <30K
Zach Slattery, MT APCO – Alternate
☞ Lisa Kelly, CenturyLink
☞ Adrienne Beck, PSAP >30K
☞ Chris Lounsbury, PSAP >30K – Alternate

Staff Present: Sarah Mitchell, DOA/SITSD; Rhonda Sullivan, MDO/SITSD

Guests Present: Don Harris, DOA/SITSD; Karen Young, Great Falls 911

☞ **Real-time Communication:**

Welcome

Quinn Ness welcomed the council to the October 18, 2017 9-1-1 Advisory Council meeting. All members and guests were introduced.

Minutes

Motion: Geoff Feiss made a motion to approve the September 21, 2017 minutes. Commissioner Gary McDonald seconded the motion. Motion carried.

Business

Statewide Plan/Geographic Information Systems (GIS) Subcommittee

Chris Lounsbury stated the Statewide Plan/ GIS Subcommittee has identified key projects for the Statement of Work (SOW). These initiatives entail gathering information and data, completing Public Safety Answering Points (PSAP) and GIS assessments, developing a statewide plan to include standards and requirements for PSAPs, GIS, and Emergency Services Internet Protocol Network (ESINet), compiling information collected to develop strategic initiatives, and developing a comprehensive plan. The drafted statewide plan will be reviewed in December 2017 prior to issuing the Request for Procurement (RFP).

The subcommittee has identified methods to ensure PSAPs and stakeholders throughout Montana have access to meetings and information. The team will ensure PSAPs throughout the State of Montana are provided to option for virtual meeting attendance. The contractor will maintain a website that provides updates to PSAPS and stakeholders. The subcommittee will work with the vendor and the Land Information Advisory Council to identify GIS standards, which will be reviewed and approved by the 911 Advisory Council.

These standards will provide direction for future data maintenance initiatives. The subcommittee will work with the State Information Technology Serviced Division (SITSD) to create a database software. Data collected by consultants will be reviewed by the 911 Advisory Council and updated regularly. Submit questions regarding the Statewide Plan/GIS Subcommittee to Mr. Lounsbury at clounsbury@co.missoula.mt.us.

Administrative Rules of Montana (ARM) Subcommittee

Mr. Feiss provided an update regarding the ARM subcommittee. The subcommittee will review drafted rules addressing Section 7 and 8 of House Bill 60. Current drafted rules address the establishment of a PSAP allocation formula, definition of local government entities and primary PSAP eligible recipients, allocation of funds, and differentiation of hosting public safety point between primary and secondary responders. PSAPS were defined as a city, town, county, consolidated city/county government, or any combination of the above that hosts a communications facility and operates 24/7 to receive emergency communications and dispatch services. A Primary PSAP was defined as a site that receives 100% voice calls and other

communications such as texts and data. PSAP certification will be required before allocations are received from the state.

The subcommittee rule regarding PSAP certification requires applicants to be authorized to establish and operate an emergency communication system. In addition, PSAP certification applicants must supply a declaration that is signed by an official authorized to act on behalf of the local government entity. If multiple local government entities operate in the same area, an agreement regarding the designation of Primary and Secondary PSAPs for that area will be required.

The rule regarding the PSAP certification process entails a departmental review of applications. If the application is not approved, a process has been established whereby the applicant will be notified with the reason for non-approval. The applicant will be provided the opportunity to engage in a dispute resolution process. This process provides 90 days to appeal and 90-day extension. In addition, the subcommittee will address the allocation of funding, distribution, and allowable uses of funding.

Rules regarding tribal governments have also been established. Tribal governments will not receive funds directly but may be sub-recipients of funds. Agreements must be made between tribal and local governments and documentation of this agreement must be provided.

The ARM subcommittee will focus on a funding allocation program and grants program. Rules regarding allocation of funds must be adopted prior to July 1, 2018. At that time, the new allocation and distribution process established in House Bill 61 will become effective. Rules regarding the grant funding program will need to be developed.

The formal rule making process will begin once the department receives recommendations from the 911 Advisory Council. Once the 911 Advisory Council approves the rule package, a notice will be sent to interested parties to solicit public comment. Feedback received will be reviewed by the ARM subcommittee. This package will be presented to the 911 Advisory Council for review. The council will then make a final recommendation to the department, which will be used to prepare the rule for adoption.

Submit questions regarding the ARM Subcommittee to Mr. Feiss at gfeiss@telecomassn.org.

Public Comment

None.

Next Meeting

November 16, 2017
1:30 p.m. to 3:30 p.m.
Capitol Building, Room 152

Adjournment

The meeting adjourned at 11:03 a.m.