**9-1-1 ARM/Rule Making Subcommittee Meeting**

**Tuesday, Sept. 5, 2017**

**Minutes**

**Present:**

Sherri Odlin (for Adriene Beck) ☎

Kim Burdick ☎

Liz Brooks ☎

Geoff Feiss

Rep. Frank Garner ☎

Steve Haddon

Don Harris

Quinn Ness

Bill Nyby ☎

Denis Pitman ☎

Brad Shoemaker ☎

Wing Spooner

Rhonda Sullivan

**Subcommittee Chair:** Geoff Feiss volunteered to chair the subcommittee.

**Timeline:** Don Harris reviewed the timeline and emphasized that the subcommittee’s work should be completed by the end of this year. Its recommendations should be approved by the 9-1-1 Advisory Council at its January or February meeting. Then, the formal rule-making process begins with the Secretary of State’s office. The first filing deadline is in April, with a rule hearing and public comments. Then, the rules will go back to the 9-1-1 Advisory Council for responses. An adoption notice should be issued by the Department of Administration by the middle of June. The notice will be effective the next day.

**Meeting Schedule**: Given the volume of work that needs to be accomplished, it was recommended that the subcommittee hold at least one in-person meeting a month consisting of 4 hours. Meetings may not necessarily have to be held in Helena. Billings and Lewistown were suggested. The next meeting should include a review of House Bill (HB) 61 and a rough outline of what the rules would look like. Focus should begin with HB61 Sections 7 and 8.

The subcommittee needs to be cognizant of not exceeding the Department’s legislative authorities.

The subcommittee will need to clarify:

* Who are eligible recipients of 9-1-1 money?
* What is a definition of a PSAP and will inter-local agreements be required?
	+ Interlocal agreements should not be too onerous
	+ Make sure there is no penalty for PSAP consolidation
* What is the definition of an “eligible recipient”?

It was recommended that areas within HB 61 be flagged to identify where rules are needed. Then, meetings can be outlined to accomplish specific goals at each meeting. Agendas will be action oriented. By the end of the next meeting, the subcommittee should have an outline of required rule making provisions.

Travel expenses to meeting are reimbursable. Voucher forms will be submitted to Wing Spooner for processing.

**Next meetings**: Here is the proposed upcoming meeting schedule:

Thursday September 21, 2017 9:00 AM – 12:00 PM Capitol Room 137

Wednesday October 18, 2017 1:00 PM – 4:00 PM Capitol Room 152

Thursday November 2, 2017 9:00 AM – 12:00 PM Mitchell Room 7

 1:00 PM – 3:00 PM Mitchell Room 7

Thursday November 16, 2017 9:00 AM – 12:00 PM Capitol Room 152

Thursday November 30, 2017 9:00 AM – 12:00 PM Mitchell Room 7

 1:00 PM – 3:00 PM Mitchell Room 7

Thursday December 14, 2017 10:30 AM – 12:00 PM Mitchell Room 7

 1:00 PM – 3:00 PM Mitchell Room 7

Thursday December 28, 2017 9:00 AM – 12:00 PM Mitchell Room 7

 1:00 PM – 3:00 PM Mitchell Room 7

***REOCCURING BI-WEEKLY MEETING THURSDAY 9:00 AM – 3:00 PM UNTIL JULY 12, 2018***