



**PENNSYLVANIA EMERGENCY
MANAGEMENT AGENCY**
2605 Interstate Drive
Harrisburg, Pennsylvania 17110-9364



MEETING: WIRELESS E9-1-1 ADVISORY SUBCOMMITTEE MEETING

Meeting Date: May 15, 2008

Time: 9:30 AM

Location: PEMA Headquarters, Harrisburg PA

Attendees Present:

Attendee	Organization	Attendee	Organization
Wayne Nothstein	Carbon County Commissioner	John Haynes	Chester County
Don Tantum	Verizon Wireless	Rick O'Leary	Veteran's Affairs (call in)
Sharon Bader	AT&T / Cingular Wireless	David Cohick	Tioga County
Pat Cusick	Rep. Melio's Office	Bobbi Thomas	Verizon Wireless
Robert Wentzel	PEMA	Dan Tancibok	Centre County

Additional Attendees:

Mitchell Smith	PEMA	Jane Benfer	PEMA
Jonathan Hansen	LR Kimball & Associates	Raymond Blouch	PEMA

MINUTES

1. Call to order

The meeting of the Wireless E9-1-1 Advisory Subcommittee was called to order at 9:35 a.m., 5/15/08 by Robb Wentzel.

2. Welcome / Introductions

Robb Wentzel welcomed all attendees and introductions were made by all in attendance.

Opening Comments from PEMA

Robb Wentzel previewed the agenda for the meeting. He then presented a power point summarizing anticipated revenue for FY2008-09, County funding requests by Category/Tier, and Wireless Service Provider cost recovery requests. The presentation also previewed the current personnel funding calculation model, and the two proposed personnel funding models that were discussed and tabled at the April 14th Wireless sub-Committee meeting. After a brief discussion, John Haynes made a motion that funding model 2, which removes the words "not funded" from the Statewide Wireless E9-1-1 Plan, be recommended and implemented before the next funding cycle. Dave Cohick seconded and the motion passed.

3. Wireless Carrier and County/City FY 2008-2009 Appeals Discussion

The funding decision appeals requests for FY2008-09 that were submitted for consideration were presented to the sub-Committee. Discussion and recommendations that were made on each item are listed below:

Wireless Carrier Appeals

Indigo Wireless

Appeal: Phase II Non-recurring Costs

Discussion: Leon Agnew of LR Kimball joined the meeting via conference call, and discussed his review of Indigo Wireless's Cost Recovery Plan and their proposed Phase II solution. Different types of Phase II solutions were discussed among the sub-Committee members, along with concern on the new technology that Indigo Wireless is proposing to deploy, and logistical concerns about purchase and use of SIM cards. After a lengthy discussion, John Haynes moved that PEMA's decision be upheld since the carrier cost recovery provision in Act 78 is intended for wireless carriers to recover expenditures for providing phase I and II data to PSAPs, not for the carriers to employ technology to obtain the data itself. Dan Tancibok seconded and the motion passed.

Appeal: Phase II Recurring Costs

Discussion: Since the recurring costs requested were for the technology noted above, and the sub-Committee recommended not funding that technology, John Haynes moved that PEMA's decision be upheld, seconded by Dan Tancibok and the motion passed.

Keystone (Immix) Wireless

Appeal: 12 New Sites (Phase II – Tier I)

Discussion: Leon Agnew of LR Kimball discussed the carrier cost recovery plan content relating to the request for wireless equipment at 12 new sites and a Polaris Phase II solution. The sub-Committee discussed the proposed Phase II solution at length. Bobbi Thomas noted the proposed solution will not meet the current FCC accuracy standards, which is acknowledged in the Immix Plan. In addition, the Immix Plan provides further notation that Immix Wireless is proposing to enhance their network only in their "core areas." Discussion also centered on the addition of GSM base stations at the new sites. Although the base stations are necessary for the Polaris solution, the committee noted that inevitably the new base stations would expand Immix Wireless's base network, and the sub-Committee members expressed concern about funding network expansion. Due to the previous discussion and concerns noted, Wayne Nothstein moved that PEMA's decision be upheld, seconded by John Haynes and the motion passed.

Appeal: Project Management (Phase II – Tier I)

Discussion: Since the proposed project management was for the technology noted above, and the sub-Committee recommended not funding that technology, Wayne Nothstein moved to uphold PEMA's decision, seconded by John Haynes and the motion passed.

PSAP Appeals

Personnel

Discussion: many counties appealed the formula that is utilized to determine the amount of funded shared costs. As determined by Act 78 and the Statewide Wireless E9-1-1 Plan, Bobbi Thomas moved, seconded by Dan Tancibok that the committee recommends FY 2008-09 personnel cost funding utilize the shared cost funding formula detailed in PEMA 9-1-1 Bureau Director's March 13, 2008 clarification email, but that the new formula as previously recommended be utilized for future funding years. The motion passed. The PSAPs that had appeals in this category are:

Bethlehem	Carbon	Dauphin	Delaware
Fayette	Lackawanna	Lehigh	Mifflin
Monroe	Northumberland	Philadelphia	Schuylkill
Snyder	Westmoreland		

No Supporting Documentation Initially Provided

Discussion: Several PSAP's did not provide back-up documentation for items during the funding application process. However, proper documentation was provided during the appeals process. PEMA staff indicated that the requested items were eligible and would not have been disapproved if documentation had been initially provided; hence, no appeal. Dave Cohick moved, seconded by John Haynes that since the all of the items in question were eligible and proper back-up documentation has been received; all of the items in question should be funded. The motion was passed. The PSAPs that had appeals in this category are:

Beaver	Bedford	Blair	Carbon
Clearfield	Crawford	Lehigh	Monroe
Montgomery	Philadelphia	Schuylkill	

Adams County

Appeal: Personnel – county put in the wrong call volume ration. County wants it to be changed to reflect the correct information.

Discussion: Since the county has the ability to correct this error on next year's application John Haynes moved to uphold PEMA's decision, seconded by Wayne Nothstein. The motion was passed

Allegheny County

Appeal: CPE – anti-virus program for \$335,226.36

Discussion: This item was tabled for further review by PEMA staff – to be acted upon at the May 22nd sub-Committee Meeting.

Appeal: CAD – appealing item moved to shared and denied do to mobile data being included

Discussion: Bobbi Thomas stated the fact that it was moved to shared should not be debated as the decision on items that were moved to shared cost because the county was deployed at the time of application was made last year. John Haynes moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed

Appeal: Staley Maintenance - 2 line items

Discussion: The documentation provided was a blanket contract that includes maintenance costs for Police, Jail, Sheriff's Office and Public Works. John Haynes recommended that Allegheny County apply next year for the items that only apply to 911. Dave Cohick moved to uphold PEMA's decision, seconded by Bobbi Thomas and the motion passed.

Allentown, City of**Appeal: CAD licensing/maintenance**

Discussion: The documentation provided has references to mobile CAD, which is not being funded at this time. John Haynes moved that the non-mobile items in the submission be funded, seconded by Wayne Nothstein and the motion passed.

Beaver County**Appeal: CPE maintenance**

Discussion: The County is requesting that the total amount of the shared cost be entered into the application for proper formula reduction, as per the provided documentation. Wayne Nothstein moved to uphold the appeal but to fund the \$31,000 original amount as a shared cost, seconded by S. Bader and the motion passed.

Appeal: Logger Recorder Maintenance

Discussion: The original application noted that this item was fully funded by Act 78 Wired Funds. County responded that this was a clerical error, and is requesting funding for the item. John Haynes moved to approve the appeal and fund the item as a shared cost, seconded by Dave Cohick and the motion passed.

Berks County**Appeal: Sprint MCT Connectivity**

Discussion: The County's appeal stated that this item is not for mobile application, however, the documentation provided by the county states that it is for 200 vehicle modems. Bobbi Thomas moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Appeal: Maintenance for City dispatch

Discussion: This item is not for the primary PSAP. Robb Wentzel cited relevant sections of the Act as amended and 4 PA code chapter 120c. Berks County is the primary PSAP under the aforementioned legislative and regulatory references...the city is not a recognized PSAP. Wayne Nothstein moved to uphold PEMA's decision, seconded by Bobbi Thomas and the motion passed.

Appeal: Logger Recorder

Discussion: Previous funding for logger recorders was received by the county in the past; however, the previous applications clearly noted that funding was for the City RDP. John Haynes moved that since it was an oversight that it was approved for the RDP in the past and the county did represent the item location in the FY 06/07 funding application, and since they have not gotten any funding in the past for the item for the main PSAP, that the appeal be approved and funded as a shared cost. Seconded by Don Tantum and the motion passed.

Appeal: Dedicated Wireless Trunks

Discussion: Based on the documentation submitted, the sub-Committee believed that this item should be funded as a LEC cost. Bobbi Thomas moved to approve the appeal, seconded by Commissioner Nothstein and the motion passed.

Bradford**Appeal: GIS/Mapping**

Discussion: The County is appealing that the item should be moved to shared costs. Wayne Nothstein moved to uphold PEMA's decision since the county was deployed at the time of application, seconded by John Haynes and the motion passed. Dave Cohick cast a dissenting vote.

Bethlehem, City of**Appeal: CODY Contract**

Discussion: Based upon ineligible elements of the contract such as Law Enforcement records management, case investigation tools and mobile data terminals, Wayne Nothstein moved to uphold PEMA's decision, seconded by John Haynes and the motion passed.

Appeal: Contingency

Discussion: Bobbi Thomas moved to uphold PEMA's decision since this is not an eligible item, seconded by Wayne Nothstein and the motion passed.

Appeal: Dept contract – info services

Discussion: The denial for this item was based upon lack of detailed vendor information being provided. John Haynes moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed.

Appeal: Equip Maintenance – Comm Center

Discussion: The original denial of funding for this item was based upon insufficient supporting documentation being submitted. The sub-Committee agreed with the lack of documentation. Bobbi Thomas moved to uphold PEMA's decision, seconded by Sharon Bader and the motion passed.

Appeal: Wireless Mesh Network

Discussion: The subcommittee agreed that mobile components were not being funded at this time. John Haynes moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Carbon County**Appeal: Unemployment**

Discussion: Dan Tancibok moved that this is an eligible personnel cost and the appeal be approved as a shared personnel cost, seconded by Dave Cohick and the motion passed. Wayne Nothstein abstained.

Appeal: Inspections/Licenses/Permits

Discussion: Bobbi Thomas moved that since FCC licenses are radio-related and not funded under wireless, PEMA's decision be upheld, seconded by John Haynes and the motion passed. Wayne Nothstein abstained.

Appeal: Bond Issue Cost

Discussion: Lack of supporting documentation. John Haynes moved to uphold PEMA's decision, seconded by Bobbi Thomas and the motion passed. Wayne Nothstein abstained.

Appeal: Carbon-Monroe Backup

Discussion: The sub-Committee agreed that this is an eligible item, but it is not being funded at this time. Dan Tancibok moved to uphold PEMA's decision, seconded by Don Tantum and the motion passed. Wayne Nothstein abstained.

Appeal: Stop Loss Insurance

Discussion: The sub-Committee agreed that this is an eligible item and is built into other counties benefit costs. Dave Cohick moved that the appeal be approved and funded as a shared personnel cost, seconded by John Haynes and the motion passed. Wayne Nothstein abstained.

Appeal: General Insurance

Discussion: The sub-Committee agreed that this item should not be funded. John Haynes moved that PEMA's decision be upheld, seconded by Dave Cohick and the motion passed. Wayne Nothstein abstained.

Appeal: Indirect Costs

Discussion: Bobbi Thomas moved that PEMA's decision be upheld, seconded by John Haynes (with the caveat that had the county provided vendor backup for the cost it may have been approved), and the motion was passed. Wayne Nothstein abstained.

Appeal: Other Operating Supplies – Tower Sites

Discussion: The sub-Committee agreed with the PEMA decision that these items are not eligible. John Haynes moved to uphold PEMA's decision, seconded by Bobbi Thomas and the motion passed. Wayne Nothstein abstained.

Appeal: Blue Cross Admin

Discussion: The sub-Committee agreed that these costs are built into other counties benefit costs, and this item should be funded as a shared personnel cost. Dan Tancibok moved to approve the appeal, seconded by Dave Cohick and the motion passed. Wayne Nothstein abstained.

Appeal: Workers Comp

Discussion: The sub-Committee agreed that these costs are built into other counties benefit costs, and this item should be funded. Dave Cohick moved to approve the appeal, seconded by John Haynes and the motion passed. Wayne Nothstein abstained.

Appeal: Blue Cross Admin

Discussion: The sub-Committee agreed that these costs are built into other counties benefit costs, and this item should be funded as a shared personnel cost. Dan Tancibok moved to approve the appeal, seconded by Dave Cohick and the motion passed. Wayne Nothstein abstained.

Appeal: Repairs and Maintenance not covered by contract

Discussion: Bobbi Thomas moved that since this item is contingency, which is not funded by wireless funds, PEMA's decision be upheld, seconded by Dan Tancibok and the motion passed. Wayne Nothstein abstained.

Clarion County

Appeal: South Tower Rent

Discussion: The County requested a 3% increase in tower rent. The sub-Committee determined that the documentation submitted by the county during the appeal process included a tower rent contract with a yearly 3% increase included. Because of this information, Dan Tancibok moved that the appeal be approved and funded as a shared cost, seconded by Wayne Nothstein and the motion passed.

Philadelphia, City of

Appeal: over flow facility – all 4 items

Discussion: The city had applied for funding for computer software, CPE, switch maintenance, workstations, furniture and computers for an overflow facility. The sub-Committee agreed that overflow facilities and backup facilities are not being funded at this time. John Haynes moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Clearfield County

Appeal: CPE Maintenance

Discussion: This item was tabled for further review by PEMA staff – to be acted upon at the May 22nd sub-Committee Meeting.

Cumberland County

Appeal: Personnel – They wanted the adjusted figures shown.

Discussion: The sub-Committee was not sure what this appeal is trying to say – it is not actually an appeal, more of a recommendation. Dan Tancibok noted that he had checked the numbers for Centre County and they were correct. John Haynes moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Dauphin County

Appeal: all line items for the City of Harrisburg

Discussion: The sub-Committee agreed that their position from last year had not changed; the City of Harrisburg is not a recognized PSAP under the provisions of Act 78 as amended and Chapter 120c. Wayne Nothstein moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Appeal: Building HVAC maintenance

Discussion: The sub-Committee agreed that PSAP HVAC is not an eligible item. Wayne Nothstein moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Erie County

Appeal: ProCurve 48-port 2848

Discussion: The sub-Committee agreed that this is a network item and should be approved for funding as a shared cost. Dan Tancibok moved that the appeal be approved, seconded by Bobbi Thomas and the motion passed.

Appeal: Language Line Costs

Discussion: The County appealed the amount of funding approved based upon further documentation supplied during the appeals process. The sub-Committee agreed that the costs were reasonable. John Haynes moved that the appeal be approved and funded as a shared cost, Dave Cohick seconded and the motion passed.

Appeal: Items being moved to Shared Costs

Discussion: The County appealed nine items that were moved to shared costs. Bobbi Thomas noted that the sub-Committee had already voted to deny this type of appeal since the county was deployed at the time of application. Because of this, John Haynes moved to uphold PEMA's decision, seconded by Dave Cohick and the motion passed.

Appeal: HP DX 2300 Workstations

Discussion: The sub-Committee felt that this request was not unreasonable. John Haynes moved to approve the appeal and fund as a shared cost, seconded by Dan Tancibok and the motion passed.

Appeal: Viewsonic Monitors

Discussion: This item was originally denied due to the large number of monitors being requested. The sub-Committee agreed that the request was not unreasonable. John Haynes moved to approve the appeal and fund as a shared cost, seconded by Dan Tancibok and the motion passed.

Appeal: Microwave System

Discussion: The County submitted requests for three items for a microwave system. The sub-Committee agreed that microwave systems should not be funded at this time. Wayne Nothstein moved to uphold PEMA's decision, seconded by Dave Cohick and the motion passed.

Appeal: Belkin Gigabit Desktop Network Card

Discussion: The County submitted request for funding to increase the speed of computers for video, audio and graphics use. Dan Tancibok moved that since new workstations had already been approved, and it appeared that these cards were for old computers, that PEMA's decision be upheld. The motion was seconded by John Haynes and the motion passed.

Appeal: Remote Monitoring Equipment

Discussion: The County submitted two requests for funding to monitor microwave equipment. Bobbi Thomas moved that since the sub-Committee had already voted to deny funding for microwave, these items should also not be funded, and that PEMA's decision should be upheld. The motion was seconded by Wayne Nothstein and the motion passed.

Appeal: CML S/R Backup PSAP

Discussion: The County requested funding for emergency call transfers to 10 Remote Dispatch Points. The sub-Committee agreed that RDP's should not be funded. Bobbi Thomas moved that PEMA's decision be upheld, seconded by Wayne Nothstein and the motion passed.

Appeal: UPS for workstations

Discussion: The sub-Committee agreed that this was not a necessary purchase for provision of wireless E-911 service. Wayne Nothstein moved that PEMA's decision be upheld, seconded by Dan Tancibok and the motion passed.

Appeal: Double-Take 5.x

Discussion: The sub-Committee agreed that this item was eligible for wireless funding. Dave Cohick moved that the appeal be approved and funded as a shared cost, seconded by John Haynes and the motion passed.

Appeal: Ricoh Caplio 500SE Digital Camera

Discussion: The County requested funding for a digital camera to provide call-takers with images of call locations. While the sub-Committee agreed that this would be a nice feature, it was not eligible for wireless funding. Dan Tancibok moved to uphold PEMA's decision, seconded by Don Tantum and the motion passed.

Lebanon County**Appeal: CAD Annual Maintenance**

Discussion: This item was denied during the application process because the back-up documentation submitted indicated that it was for a mobile CAS system, which is not eligible. The county submitted different documentation during the application process, which listed different items than on the original request. John Haynes moved to uphold PEMA's decision since new items can not be requested during the appeals process. Dave Cohick seconded the motion and the motion was passed.

Appeal: CAD Upgrades

Discussion: The County's appeal stated that the laptops being requested under this item are for 9-1-1 training. The sub-Committee's review of the documentation reflected the original application inferred the intended use was for the Emergency Operations Center. Bobbi Thomas moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed.

Lehigh County**Appeal: Equipment Maintenance**

Discussion: County is requesting that the cost for EMD software and maintenance be added to the application. PEMA staff advised the sub-Committee that EMD was not included in the quote for equipment maintenance that was submitted with the original application. John Haynes moved to uphold PEMA's decision, seconded by Don Tantum and the motion passed.

Appeal: Computer Refresh

Discussion: The sub-Committee agreed that this was not an eligible item and no supporting documentation was submitted. Bobbi Thomas moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed.

Appeal: Other expenses not covered by maintenance

Discussion: The sub-Committee agreed that this appeared to be contingency funding which is not eligible. Dave Cohick moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Appeal: Connectivity to new Communications Center

Discussion: The sub-Committee agreed that this item was not specific to the provision of E-911 wireless service. John Haynes moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed.

Appeal: Procurement Services for 9-1-1 Equipment

Discussion: Based upon reviewing the supporting documentation provided, the sub-Committee agreed that this item should not be funded. Bobbi Thomas moved to uphold PEMA's decision, seconded by Dave Cohick and the motion passed.

Luzerne County**Appeal: Upgrades to work stations and integrated radio consoles**

Discussion: These two items were tabled for further review by PEMA staff – to be acted upon at the May 22nd sub-Committee Meeting.

Montour County**Appeal: Paging lines**

Discussion: The sub-Committee agreed that this item is not necessary for provision of E-911 service. John Haynes moved to uphold PEMA's decision, seconded by Dave Cohick and the motion passed.

Appeal: Tower site maintenance

Discussion: The county's appeal noted that monthly and yearly recurring cost for maintenance directly related to the provision of E9-1-1 services are listed as eligible items on the PEMA Wireless 9-1-1 Eligibility List. Dan Tancibok moved that the appeal be approved and the site maintenance be funded as a shared cost since the county was deployed at time of application. Dave Cohick seconded the motion and the motion passed.

Potter County**Appeal: LIDAR**

Discussion: The County stated in the appeal that the contract submitted is not for LIDAR – the county labeled it incorrectly on the funding submission. The supporting documentation is an undated, unexecuted document. John Haynes moved to uphold PEMA's decision based on the fact that the appeal does not match the original request, seconded by Bobbi Thomas and the motion passed. Dave Cohick abstained.

Appeal: Deployment Coordinator

Discussion: the County noted in their appeal of this item that this position had been previously approved by PEMA and was needed for wireless deployment. Since the position had been previously approved, Dan Tancibok moved to approve the appeal, seconded by John Haynes and the motion passed.

Appeal: MSAG Clerk

Discussion: The County noted in their appeal of this item that this position is responsible for developing and processing data for the county's CAD system, and it is necessary for wireless deployment. The sub-Committee agreed with the County's statements, and Dan Tancibok moved to approve the appeal, seconded by John Haynes and the motion passed.

Appeal: Hunter and Lomison Generator

Discussion: This item was tabled for further review by PEMA staff – to be acted upon at the next sub-Committee Meeting.

Snyder County

Appeal: County-wide mesh network

Discussion: Based upon the sub-Committee's previous denial of appeals for the same technology, Dan Tancibok moved to uphold PEMA's decision, seconded by Don Tantum and the motion passed.

Union County

Appeal: 25% of the cost for tower to connect geographically diverse telephone and ALI servers

Discussion: Dan Tancibok moved that, although the sub-Committee does not disagree with what Union County is trying to accomplish, this is not supported by wireless funding, and PEMA's decision should be upheld. Wayne Nothstein seconded the motion and the motion passed.

Appeal: Fiber link to geographically diverse telephone and ALI servers

Discussion: Dan Tancibok moved that, although the sub-Committee does not disagree with what Union County is trying to accomplish, this is not supported by wireless funding, and PEMA's decision should be upheld. Wayne Nothstein seconded the motion and the motion passed.

Appeal: Microwave link to geographically diverse telephone and ALI servers

Discussion: The sub-committee agreed that microwave should not be funded by the wireless fund this year. Dan Tancibok moved to uphold PEMA's decision, seconded by Wayne Nothstein and the motion passed.

Washington County

Appeal: Tandem Trunks Sonet Ring

Discussion: No supporting documentation was submitted for this item. John Haynes moved that, although he applauds the county's effort, what is being proposed goes beyond what is required by wireless, and PEMA's decision should be upheld. Dave Cohick seconded the motion and the motion passed.

York County

Appeal: Unpaid Shared Costs – They wanted the adjusted figures shown.

Discussion: The sub-Committee was not sure what this appeal is trying to say – it is not actually an appeal, more of a recommendation. Dan Tancibok noted that he had checked the numbers for Centre County and they were correct. John Haynes moved to uphold PEMA's decision, seconded by Dan Tancibok and the motion passed.

Appeal: Personnel

Discussion: The County states that it misunderstood the original intent of the personnel funding application, and they missed the deadline with corrected figures due to the vacation schedule of county personnel. During the appeals process, the county provided new figures. Since the deadline was missed, the personnel costs for the county were denied in full. John Haynes moved that since, in this event, denial of all of the county's personnel costs could have a significant hardship on the county, PEMA should accept the resubmitted numbers for personnel costs and that they are approved and funded as shared personnel. Bobbi Thomas seconded the motion and the motion passed.

The meeting adjourned at 4:30 p.m. All appealed items that were not covered at today's meeting will be reviewed at the next meeting of the sub-Committee which will take place on Thursday, May 22, 2008 at 1:30 p.m.

These minutes are a summary of the writer's interpretation. Unless changes are identified within ten (10) days of receipt, via email or letter, agreement with the content shall be assumed

Respectfully Submitted,

Jonathan C. Hansen
L. Robert Kimball & Associates