9-1-1 Advisory Board Meeting
Thursday, June 1, 2017, 10:00 a.m.
Pennsylvania Emergency Management Agency (PEMA) Headquarters
1310 Elmerton Avenue, Room 112
Harrisburg, Pennsylvania 17110

I. Roll Call:
Director, Richard D. Flinn, Jr., Pennsylvania Emergency Management Agency
Executive Deputy Director, Jeff Thomas (Designee), Pennsylvania Emergency Management Agency
Mr. Jeffrey Boyle, Deputy Director for 9-1-1, Pennsylvania Emergency Management Agency
Major Diane Stackhouse (Designee), Commissioner, Pennsylvania State Police
The Honorable Randy Vulakovich, Chairman, Senate Veterans Affairs & Emergency Preparedness Committee
Mr. Ron Jumper (Designee), Minority Chairman, Senate Veterans Affairs & Emergency Preparedness
Mr. Rick O'Leary (Designee), Chairman, Veterans Affairs & Emergency Preparedness Committee for the House of Representatives
Ms. Amy Brinton (Designee), Minority Chairman, Veterans Affairs & Emergency Preparedness Committee for the House of Representatives
Mr. Charles Brennan (Designee), Mayor of a first-class city, City of Philadelphia
Mr. Michael Vest (Designee), County Commissioner of second class, Montgomery County
The Honorable Jim Hertzler, County Commissioner of a county of the third or fourth class, Cumberland County
The Honorable Mark McCracken, County Commissioner of the fifth, sixth, seven, or eighth class, Clearfield County
Mr. Mitchell Yanak, 9-1-1 Coordinator of a city of the first class, Philadelphia County
Mr. Gary Thomas, 9-1-1 Coordinator of a county of the second class, Allegheny County
Ms. Audrey Kenny, 9-1-1 Coordinator of a county of the second class, Bucks County
Mr. Gary Hoffman, 9-1-1 Coordinator of a county of the third or fourth class, Monroe County
Mr. Chris Clark, 9-1-1 Coordinator of a county of the fifth, sixth, seventh, or eighth class, Jefferson County
Mr. Frank Jannetti, 9-1-1 Coordinator of a county of the fifth, sixth, seventh, or eighth class, Mercer County
Commissioner Timothy Solobay, Office of the State Fire Commission
Mr. Frank Baier, (Designee) Governor's Office of Administration
Mr. David Holl, Pennsylvania Chiefs of Police Association
Sergeant Todd Abromitis, The Fraternal Order of Police
Mr. J. David Jones, President, Pennsylvania Emergency Health Services Council
Mr. Stephen Shaver, Pennsylvania Fire and Emergency Services Institute
Mr. Scott Krater, Association of Public-Safety Communications Officials
Ms. Ann Weller, Pennsylvania Chapter of the National Emergency Number Association
Mr. Todd Lake, Keystone Emergency Management Association
Mr. Ron Grutza (Designee), Pennsylvania State Association of Boroughs
Mr. Marcus Brown, General Public

II.   The minutes of the March 3, 2017, 9-1-1 Advisory Board meeting were accepted on a motion by Chris Clark and seconded by Jim Hertzler.

Senator Vulakovich made opening comments thanking everyone for their continued efforts working on the various committees.

III.   9-1-1 Program Update

Jeff Boyle - Primary goals of the 9-1-1 program are to establish a sustainable 9-1-1 Fund and 9-1-1 Program. Everyone has taken steps towards these goals.

- Road blocks
    - County based, competitive funding vs. interconnected 9-1-1 system. The Commonwealth needs to transition from the legacy competitive funding system.
    - Not paying fair and reasonable costs; cost standards are necessary. An example provided described quotes for one region CPE maintenance and it showed that a quote was three times higher than another quote in a different region.
    - PEMA, Board, and PSAPs must coordinate to plan actions and goals. Then budget to accomplish those goals. Everyone needs to work together to allocate funds.

- Program/funding considerations going forward
    - The NG9-1-1 transition will be extensive and a multi-year effort.
    - There will be a period of operating concurrent 9-1-1 systems.
    - There will be traditional 9-1-1 costs and new costs for NG9-1-1.
    - The 9-1-1 community needs to leverage the economies of scale.
    - The transition is completely dependent on available funding. Going forward, the Commonwealth and Counties need to work on moving from competition for money to working together.

- 9-1-1 Fund Activity Review
    - 9-1-1 Fund Activity reviewed from 2014 to 2016. In calendar year 2016, 9-1-1 operations statewide have a cumulative deficit of $24.2 million. Statewide 9-1-1 expenses only increased $3.7 million from calendar year 2015.
    - Act 12 9-1-1 Fund Activity since the inception of the Act in 2015
        - In total $541.1 million has been collected, there has been $480.9 million in expenditures, along with $24.2 million in commitments, leaving a balance of $36 million.
        - Revenue remains on pace to generate $316 million annually.
    - Act 12 PEMA Administrative Costs (2015-2017)
        - Allocated $10.8 million for PEMA Administrative costs.
        - Total expenses - $5.2 million
        - Commitments - $1.6 million
        - Balance left over - $3.9 million
        - Upcoming new cost will include PEMA staff, project managers, GIS initiatives, and provider compliance audits.

- Emergency Advance Process
    - This is a process developed by PEMA and the Funding Subcommittee to help a PSAP quickly recover from an outage or prevent system failure.

- o This is not a grant; it is simply an advance of future 83% payments. The funds advanced will be recouped in future equal installments from the quarterly payments.
- o The request process will be:
    - 9-1-1 system failure reported on the PEIRS system.
    - A county commissioner or executive submits a letter requesting the advance of formula funding and a copy of the contingency/disaster recovery plan.
    - PEMA will process the request and the county should receive the funds within 10 business days.
- o This is not guaranteed funding, and is contingent on available funding at PEMA's discretion.

On a motion by Chris Clark and seconded by Mitch Yanak, the Emergency Advance Process was voted on and approved.

- PSAP Consolidation Funding Guidelines
    - o The goal is to have consolidations completed efficiently, not automatically associated with a complete hardware refresh.
    - o This is a top priority of 15% funding.
    - o PEMA and the Funding subcommittee developed guidelines to:
        - Provide counties information needed to guide a successful consolidation.
        - Clarify the expectations for 15% funds.
        - Ensure the availability of 15% funds for network, call delivery, and shared systems.
    - o The guidelines pertain to new PSAP consolidations.

A request for after action reports on PSAP consolidations to see if there were cost savings was made. This would also allow to find areas to improve future consolidations.

On a motion by Jim Hertzler and seconded by Gary Thomas, the motion to accept the PSAP Consolidation Funding Guidelines was voted on and approved.

- 2017 Statewide Interconnectivity Funding Priorities
    - o The common feedback was that the 2016 priorities were not conducive to coordinated statewide interconnectivity effort. The priorities were very broad.
    - o Last year, there were 58 initial applications for $134.4 million.
    - o Improvements for the 2017 grant cycle will include:
        - Specifying goals for the 2017 grant cycle.
        - Set specific priorities and types of projects that will be funded.
        - By setting goals, specific priorities, and project types; it will clarify intended funding uses, projects that will be considered, simplify the application process, mitigate competition, ensure funds are used for statewide interconnectivity, and shorten the review process.
    - o Goals for 2017's 15% funds
        - Complete the consolidations in progress.
        - Complete feasibility studies for new consolidations.
        - Complete ESInet connectivity in each established region.
        - Next Generation 9-1-1 GIS data development
            - This is the cornerstone of next generation 9-1-1.
        - Share resource projects for CPE, CAD, and logging recorder.

- 2017 15% Funds Project Guidelines are:
    - Costs must meet eligibility criteria.
    - Applications will be submitted by project and priority.
    - Projects that benefit every member of an established region will have priority over projects that benefit select members.
    - This is not a reimbursement program.
    - The project time frame will be:
        - Start date – no earlier than the 4th quarter of 2017
        - End date for recurring costs will be December 31, 2018
        - End date for capital projects will be June 30, 2019
- 2017 15% Funding is projecting $44 million. There will be 13 priorities focusing on consolidation; ESInet connectivity; and shared CPE, CAD, and logging recorder.
- 2017 15% Timeline will be:
    - June 2017 - PEMA and the Board will set priorities.
    - July 3, 2017 - Target application release date
    - July 28, 2017 - Target application due date
    - October 31, 2017 - Target date for all awards.
- Thirteen 2017 Priorities were reviewed.

On a motion by Senator Randy Vulakovich and seconded by Audrey Kenny, the board voted to approve the 2017 Statewide Interconnectivity Funding Priorities.

IV.   GIS Update

- Request for Information (RFI) Update
    - The RFI was issued March 28th; Responses were due April 30th.
    - The responses were to address two options.
        - Option one was to collect and deliver the entire Commonwealth in the first year and then cover one-third of the Commonwealth on a three-year cycle
        - Option two is to cover one-third of the Commonwealth each year on a three-year cycle.
    - There were six responses received. The findings are as follows:
        - The preferences varied between option one and two
        - A base three-year contract would be acceptable; however, longer term contracts will result in better rates.
        - A buy up plan will need to be detailed, clearly structured, and set up early.
        - Each vendor suggested their own approach to ground control.
        - Multiple sensors can be mounted on a single aircraft, but multiple products cannot be captured at the same time. This would not be a cost-effective approach.
    - The recommendation is option one - to collect and deliver the entire Commonwealth in the first year and then cover one-third of the Commonwealth on a three-year cycle that may be split between seasons.
    - PEMA will work with the various GIS groups in the state to formulate a request for proposal and then move forward as soon as possible.

Senator Vulakovich questioned what will be the priorities for flying the thirds of the state. The Commonwealth will be broken up similarly to the area office regions (East, Central, West).

- NG9-1-1 GIS Data Model
  - o Barry Hutchins, Senior Public Safety GIS Program Manager with Lycoming County, spoke about the NG9-1-1 GIS Data Model and the NENA GIS standards.

V.   Subcommittee Reports

- Technical
  - o Audrey Kenny and John Geib reviewed the Commonwealth NG9-1-1 Implementation Plan, network deployment tasks, core service deployment tasks, and implementation timeline.
  - o The subcommittee has been meeting bi-weekly.
  - o One item that has been discussed is to marry up all the time lines.
  - o The subcommittee will be reviewing the requirements document and the statewide 9-1-1 plan strategy.
  - o The goals of the subcommittee continue to be establishing a statewide network and call delivery.
  - o The implementation timeline is estimated to take three years.
  - o The vendors need to look in to what is already out there, along with considering if the networks are public safety grade.

- Training/Quality Assurance
  - o Mark Rothermel reported the Training and Quality Assurance Subcommittees continue to review the standards. In the last meeting, they were reviewing Act 120c in depth.
  - o The goal of the subcommittee is to develop training guidelines to have ready by the third quarter of 2017.

- Funding
  - o Gary Thomas reported that a lot of the projects the committee have been working on, have already been discussed today.
  - o The committee is waiting for the RFP for MIS.

VI.   New Business
- Commissioner Solobay requested consideration for funding of a CAD integration program that collects data of fire calls, and would then download the data to the Office of the State Fire Commissioner. They could then use the data in their NFIRS reporting.
  - o Jeff Thomas tabled the discussion so that the Technical and Funding subcommittees could review the request.

VII.   Public Comment
- Is there any thought about having a NG9-1-1 RFP to include both network and core services at the same time or would they be separate?
  - ▪ The plan is to have both at the same time.
- Is there a chance a single vendor could do both tasks?
  - ▪ That is a possibility.

On a motion by Mark McCracken and seconded by Chris Clark, the Meeting adjourned at 1:00 pm.