

9-1-1 SUBCOMMITTEE

SEPTEMBER 17, 2019  
10:00 AM

WISCONSIN STATE PATROL – SOUTHWEST POST  
911 NORTH STREET  
DEFOREST, WI 53532

**MEETING MINUTES**

1. Meeting convened at 10:00 AM
2. Quorum was established with 13/18 members present. Attended in-person: John Dejung, Bob Frank, Danielle Miller, Rodney Olson, Kristina Page, Mark Podoll, and Erik Viel. Attended via teleconference: Dena Clark, Andy Faust, Jean Pauk, Chelsea Fibert (on behalf of Marcie Rainbolt), Douglas Wenzlaff, and Kathleen Whitbeck.
3. Review and approval of July 8, 2019 Meeting Minutes

*Motion to approve minutes by Podoll. Seconded by Page. Unanimous approval.*

4. Old Business
  - A. Membership Updates
    - Introduction of Erik Viel, new Director of the Office of Emergency Communications
    - Chair Frank gave an update regarding the efforts and timeline to update the IC subcommittee by-laws.
  - B. DMA/OEC Update – *Jessica Jimenez*
    - A draft RFP for ESInet and NextGen Core Services was released for comment. The comment period ends on September 18, 2019 at 2pm. Comments can be sent to Andrea Welch at Department of Administration.
    - OEC has two new, vacant positions.
      - NG9-1-1 Grant Specialist (60% project position)
      - Public Safety Broadband Program Manager (full-time)
    - Molly Boss introduced Meredith Hauge, new Executive Staff Secretary for OEC.
  - C. Federal 9-1-1 Grant Program Update – *Jessica Jimenez*
    - Wisconsin received a federal grant for \$2.9 million, \$2.7 million of which will go directly to local PSAPs for NG9-1-1 capable call handling equipment.
    - A grant guidance document is being drafted to help PSAPs prepare their applications for the grant program. The goal is to distribute this document in October.
    - Jimenez will convene a Grant Eligibility Committee to assist in establishing the eligibility criteria to be included in the grant guide for the application process.
      - Chair Frank commented that the 9-1-1 Subcommittee has already advised on the composition of the committee.

- Jimenez confirmed and clarified that the Grant Eligibility Committee is comprised of: 2 PSAP representatives, 1 sheriff, 1 DHS representative (that worked on the telecommunicator CPR program), and 1 public safety vendor.
- Action to identify an official representative to replace Tom Czaja as the single point of contact for the purposes of the 9-1-1 grant program

*Motion to appoint Erik Viel as the official representative and single point of contact for the 9-1-1 grant program by Podoll. Seconded by Page. Unanimous approval.*

D. Telecommunicator CPR Update

- The first year and the first quarter of year two (of a three-year program) have been completed
- To date, 88 telecommunicators have been trained in seven locations throughout four HERC (Healthcare Emergency Readiness Coalition) regions
- Iowa County delivered a baby using the training they had learned that morning. The Subcommittee plans to congratulate Iowa County for their successful training.

E. WLIA NG9-1-1 GIS Task Force Update

- No update, the task force has not met yet.

F. Other Old Business

- There was discussion regarding the status of the vacant and expired positions on the Subcommittee.
  - Chair Frank has reached out to the new gubernatorial appointee on this topic but has not gotten a response yet. The 9-1-1 Subcommittee has been advised that members whose appointments have expired are able to continue serving on the Subcommittee until a replacement or reappointment has been made by the Governor's Office.
  - Jimenez added that the 9-1-1 Subcommittee currently has a membership vacancy for a competitive local exchange carrier. If you know of an interested party, they can apply via the Governor's Office website.

5. New Business

A. NG9-1-1 Funding Approach Discussion

- Jimenez started the discussion with some talking points based on the 2019 system assessment and other state approaches to funding:
  - As part of the system assessment, it was identified that the 'bill and keep' is not a viable solution for NG9-1-1, particularly since it will not be available after the transition from the legacy selective routers.
  - A lot of states are looking at establishing a fee for all types of devices that could potentially contact 911 such as smart watches, speakers, etc.
  - Based on data collected from the National Association of State 911 Administrators (NASNA), a lot of other states' fees are typically higher than Wisconsin's landline fees (capped at \$.40).
  - An example of another state that Wisconsin could model after is Indiana.
    - Flat \$1 fee per telephony connection per month
    - The state keeps 16% for administrative and ESInet expenses, the remaining 84% goes to local jurisdictions for equipment, training, etc.
    - The fees cover all expenses other than PSAP personnel

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- Pauk asked if the fees would cover the cost of trunks, and how carriers would connect to the new ESInet.
- Jimenez clarified that trunks would no longer be necessary with the new ESInet and any associated cost is added into the ESInet cost.
- Frank summarized target needs and desires:
  - Need the RFP in order to get a cost estimate.
  - Need an estimated transition cost.
  - Need an understanding of incoming fees during the transition from the landline fees to the ESInet.
  - Need an understanding of how we fund the ESInet once the state is fully transitioned.
  - Would like to know how other states approached their legislature with a funding request.

B. Upcoming Projects – *Jessica Jimenez*

- 2017 NG9-1-1 Strategic Plan Update
  - OEC recommends updating the strategic plan based on recent changes and the completed system assessment in order to:
    - Provide additional guidance for statewide implementation.
    - Provide details around transition costs.
  - 911 Authority will potentially provide guidance on the updates and/or help facilitate a workgroup. Jimenez will follow up with an email for volunteers from the Subcommittee.
- GIS Gap Analysis
  - OEC is proposing that the WLIA NG9-1-1 Task Force assist in developing a scope of work for a consultant to perform a statewide GIS Gap Analysis by June 2021.
  - The consultants could assist with governance, data flow, assist with establishing a standard, and determining the state's readiness to meet the standard.
  - Jimenez will set up a meeting in October for discussion with the Task Force.
- PSAP Consolidation Study
  - Topics for the Subcommittee to consider:
    - Do we want to offer local grants for PSAPs that are considering consolidation?
    - Do we want to do a whitepaper on risks versus rewards for consolidation?
  - Consolidation does not have to mean physical consolidation. As an example, it could also mean virtual consolidation of equipment at the PSAP such as call handling and CAD.
  - Shared an example of the model that Pennsylvania used for consolidation.
  - Boss suggested sending out an email to gauge potential interest in consolidation.

6. Public Comment - There was no public comment.

7. The next meeting is tentatively planned for the week of November 11<sup>th</sup>. A Doodle poll will be sent out to determine the best date for all.

8. Meeting adjourned at 11:34 AM.

*Motion to adjourn by Page. Seconded by Dejung. Unanimous approval.*

Respectfully submitted,  
Meredith Hauge  
DMA/OEC

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