

**BOARD OF DIRECTORS OF THE GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY**

TUESDAY, DECEMBER 10, 2019

10:00 AM TO 12:00 PM

GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

**BOARD CONFERENCE CALL MINUTES**

**Board Members Present:**

Cheryl Greathouse, Chairperson  
Billy Hancock, Vice Chairperson  
William Wright, Secretary  
Amy Oneacre  
Greg Whitaker  
Ted Wynn  
Alex Lee  
Peter Olson  
Billy Grogan  
Kevin Curtin

**Board Members Absent:**

Col. Mark McDonough  
Michael Wall  
Steve Nichols

The Georgia Emergency Communications Authority held the board meeting on December 10, 2019 at the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Headquarters. A List of Attendees, an Agenda, and the Meeting Presentation are attached hereto and made official parts of these minutes as Attachments #1, #2, and #3. Cheryl Greathouse the Chairperson of the Georgia Emergency Communications Authority called the meeting to order at 10:01 AM.

All board members are present except Colonel Mark McDonough with the Georgia Department of Public Safety, Michael Wall with Comcast and Chief Steve Nichols with Banks County.

Chairperson Greathouse welcomed everyone to the conference call.

**Roll Call**

**Approval of the Minutes:**

Michael Nix presented the minutes of the October 8, 2019 meeting for discussion and approval. Chairperson Greathouse asked for a motion for the approval of the minutes; Sheriff Billy Hancock made a motion to approve the minutes. Ted Wynn seconded the motion. The motion passed unanimously.

**Executive Director's Update**

Michael Nix provided an update on the Georgia Emergency Communications Authority's (GECA) current projects. The 911 fee distributions for non-prepaid and prepaid were presented to the Board. Michael presented an update on the GECA revenue. From January 2019 to

September 2019, \$1,347,863.44 was disbursed to GECA for non-prepaid fees and \$333,794.78 for prepaid fees. At the beginning of the year, the revenue projections were roughly \$220 million in 911 fees collected. We are projecting to finish the year at roughly \$224 million, based on the average of the first nine months of revenues. There is a two-month delay and everyone will receive the December revenues in February. Michael reviewed the GECA budget and updated Board Members on operating expenses. Four vehicles were purchased for the Emergency Communications Field Coordinators. Year to date, 43% of funds have been spent and once the new employees start in January, it should increase.

Michael went over what GECA worked on from October to December. There was a COMT Course and an AUXCOM Course in November. GECA Staff provided support at the Sunbelt Ag Expo in Moultrie, GA, GSP/Cobb County Active Shooter Exercise, Area 6 Communications Exercise in Rome, GA, Alternate SOC Exercise, two REPP Exercises, assisted the Georgia National Guard with radio programming instruction, and a UAS Conference in Marietta, GA. The COMU Working Group members attended COMU Workshop in Montgomery with Alabama 911 and the Alabama SWIC team. FirstNet with AT&T presented to the Public Safety Broadband Committee. GECA will be providing support for the Final Four in April 2020. They distributed contracts to GPSTC and the State GIO for the grant. GECA is updating the technological capabilities of the Mobile Communications Vehicle.

Chairperson Greathouse provided an update on CIT for 911. There have been 14 CIT for 911 courses with 151 students at a 93% pass rate. This course has served 46 PSAPs so far. GPSTC will continue to deliver the course via an interactive and online format. Michael met with 13 current 911 Directors from across the state in October to perform an occupational analysis workshop to come to a consensus on major duties, job tasks, knowledge, skills, and traits necessary to be an effective 911 Director. GECA will utilize this analysis as the basis of the New 911 Directors Academy. Michael will be hiring four Emergency Communications Field Coordinators next year. GECA received one hundred and fifty-three applications across the four different regions. The expected start date for the coordinators is January 2020.

Michael Nix provided an update on the committees. The Training Working Group has held two conference calls to begin grant work. They are continuing to meet to make recommendations to the 911 Committee regarding how to best utilize training money from the NG911 Grant. In addition, they are working with the GECC Training Committee to bring new classes to the conference. The COMU Working Group will be meeting to discuss how to improve the current COMU program and how to integrate TERT. They will develop the State's first official COMU plan that outlines certification, re-certification, credentialing, and more. Michael is working with the State GIO to determine members for the GIS Working Group. It will include 911 Directors as well as state and local GIS professionals. They will start to develop NG911 GIS standards and best practices in accordance to the National 911 Grant. The T-CPR Taskforce will be meeting with the Georgia Department of Public Health staff to discuss options in implementing a T-CPR program in the State. Michael Nix introduced Pam Montanari to provide an update on the Statewide Communications Interoperability Plan.

### **Board Presentations**

Pam Montanari with the Region IV Cybersecurity and Infrastructure Security Agency (CISA) presented an update on the Statewide Communications Interoperability Plan (SCIP). These State plans were first developed in 2007 when the grant was available. The first National Emergency Communications Plan was published in 2009 and all of the State plans tie back to it. The national plan was updated again in 2019. All of these documents are available online at the ECD website. The last Georgia statewide plan was updated in 2014. GECA's Strategic Plan has a lot of good information that has been inserted into a SCIP. These plans are directly tied to CY2020 Technical Assistances. In conjunction with FEMA, the State will rewrite the EAS and IPAWS plans as well as work with local alerting authorities to develop alerting best practices and recommendations. Cybersecurity for PSAPs is tentatively planned to be presented at the 2020 Georgia Emergency Communications Conference in Columbus, GA. The FirstNet LTE Coverage Analysis will work to provide a system to roll up FirstNet speed tests from across the State in one place and present to FirstNet. CISA will assist in the training and evaluating for the 2020 MCV Exercise. CISA will work to transition the Georgia Field Operations Guide to an electronic format, known as eFOG, for easier distribution to COMU personnel and others in the field. CISA will possibly utilize other TAs, if necessary to support COMU courses in the Spring and Fall.

### **Old Business**

Chairperson Cheryl Greathouse opened up the floor for old business. No further business to discuss.

### **New Business**

Chairperson Cheryl Greathouse opened up the floor for new business.

### **Resolution #2019-12-01: Authorizing Posting of Notice of Intent to Award**

Michael Nix presented the NG911 Phase 1 Resolution 2019-12-01. Chairperson Greathouse asked for a motion for the approval of Resolution 2019-12-01; Ted Wynn made a motion to approve the resolution. Sheriff Billy Hancock seconded the motion. The resolution passed unanimously.

### **Public Comment:**

Chairperson Cheryl Greathouse opened up the floor for public comment. No further comments.

### **Adjournment:**

There being no further business to be brought before the Board, Chairperson Cheryl Greathouse called for a motion to adjourn. Amy Oneacre made a motion and Sheriff Billy Grogan seconded the motion. The motion passed and Chairperson Cheryl Greathouse adjourned the meeting at 10:45 AM.

These minutes are hereby approved and adopted this the 10th day of March, 2020.

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Cheryl Greathouse  
Chairperson

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William Wright  
Secretary

Official Attachments:

1. List of Attendees
2. Agenda
3. Meeting Presentation

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TUESDAY, DECEMBER 10, 2019

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GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

**BOARD CONFERENCE CALL ATTENDEES**

**Board Members:**

Cheryl Greathouse, Chairperson  
Billy Hancock, Vice Chairperson  
William Wright, Secretary  
Amy Oneacre  
Greg Whitaker  
Ted Wynn  
Alex Lee  
Peter Olson  
Billy Grogan  
Kevin Curtin

**GECA Staff Members:**

Michael Nix  
Bess Larson  
Ashley Seay

**9-1-1 Advisory Panel:**

Joe Barasoain, Fulton County  
Daniel Dunlap, Augusta-Richmond County  
Randy Johnson, Mitchell County  
Jonathan Jones, Athens-Clarke County  
Tamika Kendrick, NENA  
Jason Lawson, Troup County  
Lynn Smith, APCO  
Steve Usher, Glynn County

**Others Attending:**

Drew Allvine  
Ari Bleifeld  
Ekaterina Fitos  
Brendan Keefe  
Keith Kelley  
Randy Lane  
Ginger LePage  
Pam Montanari  
John Potrzebowski  
Tino Rugerio  
Ted

GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

BRIAN P. KEMP  
GOVERNOR



MICHAEL NIX  
EXECUTIVE DIRECTOR

**Board of Directors of the Georgia Emergency Communications Authority**

**Tuesday, December 10, 2019**

**10:00-11:00 AM**

**Meeting via WebEx/Conference CALL**

**WebEx/Conference Call Information:**

**gema.webex.com**

**-or-**

**1-855-282-6330**

**Meeting Number (access code): 648 875 976**

**Access Code: GECA2019!**

**Meeting Agenda\***

- I. Call to Order/Opening Remarks—Chairperson Cheryl Greathouse
- II. Roll Call—Secretary William Wright
- III. Approval of October 8<sup>th</sup> Minutes—Chairperson Cheryl Greathouse
- IV. Executive Director's Update—Michael Nix
- V. Board Presentations
  - A. Statewide Communications Interoperability Plan Update – Pam Montanari, Cybersecurity and Infrastructure Security Agency's Emergency Communications Division
- VI. Old Business
  - A. None
- VII. New Business

A. NG911 Phase I Resolution (#2019-12-01)

VIII. Public Comment

IX. Adjourn

\*Meeting Agenda is subject to change



## Georgia Emergency Communications Authority

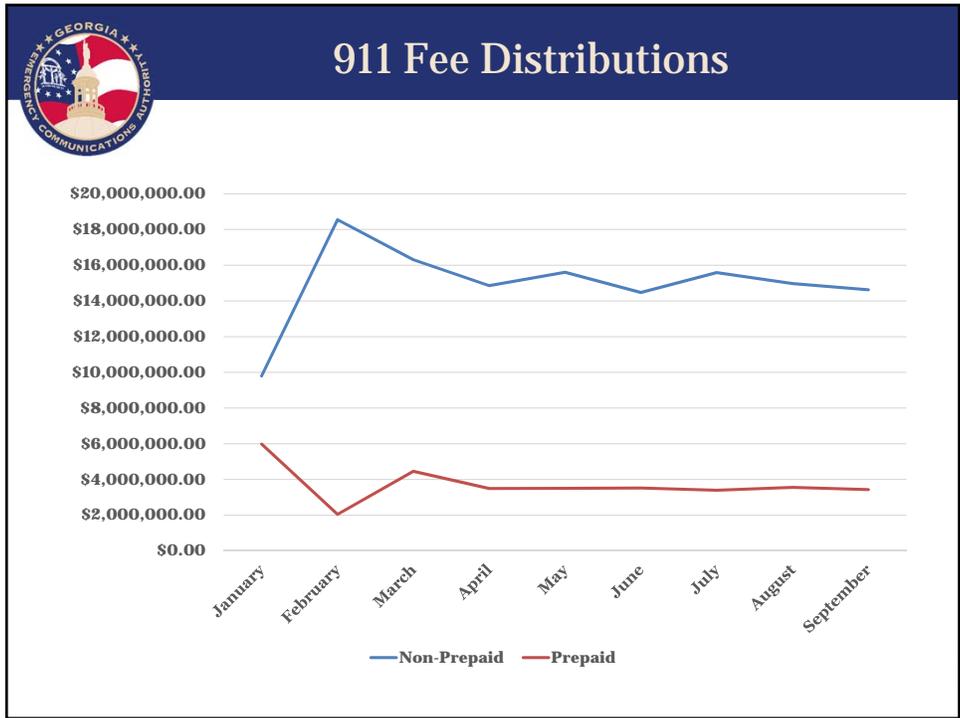
# December 10, 2019 Board Meeting

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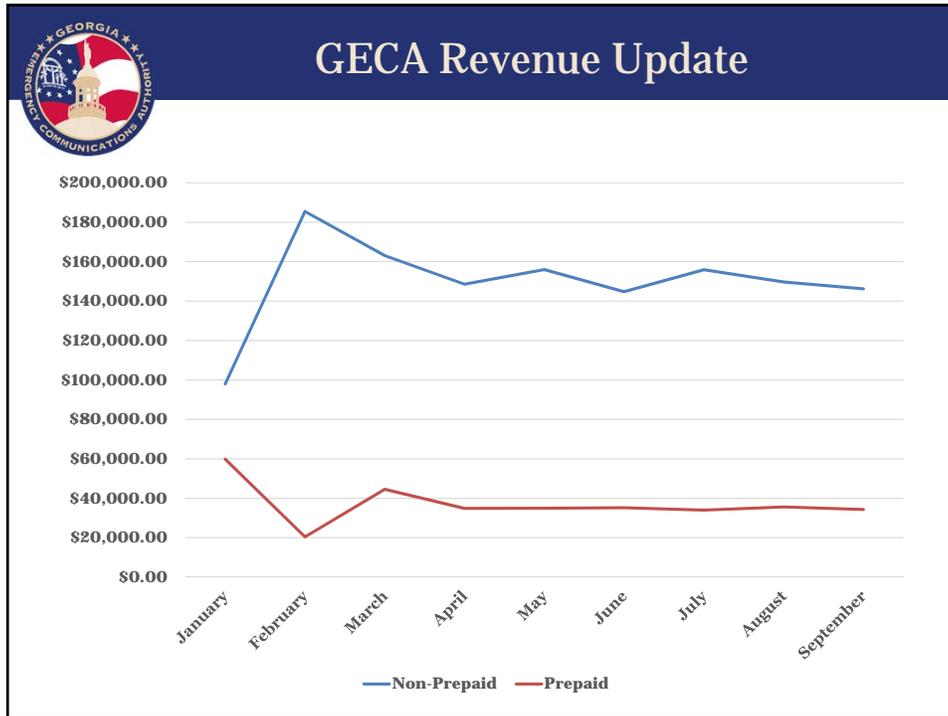
## 911 Fee Distributions

Month	Non-Prepaid	Prepaid
January (March)	\$9,795,611.46	\$5,983,774.86
February (April)	\$18,551,477.09	\$2,041,481.72
March (May)	\$16,310,640.97	\$4,458,588.49
April (June)	\$14,860,458.56	\$3,491,280.14
May (July)	\$15,603,957.38	\$3,498,534.06
June (August)	\$14,476,048.51	\$3,521,816.97
July (September)	\$15,592,036.35	\$3,397,584.47
August (October)	\$14,969,355.77	\$3,557,439.36
September (November)	\$14,626,447.29	\$3,428,979.12
<b>Total:</b>	<b>\$134,786,033.38</b>	<b>\$33,379,479.19</b>



**GECA Revenue Update**

Month	Non-Prepaid	Prepaid
January (March)	\$97,956.33	\$59,837.75
February (April)	\$185,515.14	\$20,414.82
March (May)	\$163,106.89	\$44,585.88
April (June)	\$148,604.81	\$34,912.80
May (July)	\$156,040.00	\$34,985.34
June (August)	\$144,760.93	\$35,218.17
July (September)	\$155,920.81	\$33,975.84
August (October)	\$149,693.69	\$35,574.39
September (November)	\$146,264.84	\$34,289.79
<b>Total:</b>	<b>\$1,347,863.44</b>	<b>\$333,794.78</b>



### GECA Revenue Projections

- At the beginning of the year, I originally projected roughly \$220 million dollars in 911 fees to be collected.
- Using the average of the first nine (9) months of revenues, we're projected to finish the year at roughly \$224 million dollars.
- With the two month delay, we'll receive December's revenues in February.

 <h2 style="text-align: center;">Budget Update</h2>			
Category	FY 2020 Budget	YTD Expenditures	% Spent YTD
Personnel	\$666,642	\$152,233	23%
IT and Equipment	\$83,825	\$19,683	23%
Motor Vehicles	\$236,201	\$204,960	87%
Regular Operating	\$195,000	\$31,979	16%
Telecomms	\$106,500	\$6,647	6%
Contracts	\$137,489	\$10,412	8%
Grant Match Requirements	\$91,140	\$222,000	244%
<b>Total</b>	<b>\$1,516,797</b>	<b>\$647,913</b>	<b>43%</b>

 <h2 style="text-align: center;">Oct.-Dec. GECA Activities</h2>	
<ul style="list-style-type: none"> <li>• Training               <ul style="list-style-type: none"> <li>• COMT Course (Nov. 4-8)</li> <li>• AUXCOM Course (Nov. 8-10)</li> </ul> </li> <li>• GECA Staff supported:               <ul style="list-style-type: none"> <li>• Sunbelt Ag Expo in Moultrie (Oct. 15-17)</li> <li>• GSP/Cobb County Active Shooter Exercise (Oct. 22-24)</li> <li>• Area 6 Communications Exercise in Rome (Oct. 24)</li> <li>• Alternate SOC Exercise (Oct. 29)</li> <li>• Two (2) Radiological Emergency Preparedness (REP) exercises (Oct. 22 and Nov. 14)</li> <li>• Assisted Georgia Army NG with radio programming instruction (Oct. 31)</li> <li>• GEMA/HS/FEMA UAS Conference in Marietta (Nov. 18)</li> </ul> </li> </ul>	



## Oct.-Dec. GECA Activities

- COMU Working Group members attended COMU Workshop in Montgomery with Alabama 911 and Alabama SWIC team (Nov. 13)
- AT&T/FirstNet presentation to Public Safety Broadband Committee (Nov. 14)
- Continued support for Final Four in April 2020
- Contracts distributed to GPSTC and State GIO for grant
- Updating the technological capabilities of GECA/GEMA/HS' Mobile Communications Vehicle



## CIT for 911 Update

- **Total CIT for 911 Courses: 14**
- **Total Students: 151 (93% pass rate)**
- **Total PSAPs served: 46**
- **Will continue to deliver course via interactive, online format**



## New 911 Directors Academy Update

- Met with 13 current 911 Directors from across the state Oct. 16-18 at GPSTC to perform an occupational analysis workshop to come to a consensus on major duties, job tasks, knowledge, skills and traits necessary to be an effective 911 Director
- Will utilize this occupational analysis as the basis of the New 911 Directors Academy



## Emer. Comm. Field Coordinators

- Region A (NW and Metro)
  - 56 applicants
- Region B (NE and East Central)
  - 36 applicants
- Region C (SW and Middle)
  - 39 applicants
- Region D (Coastal and SE)
  - 22 applicants
- **153 total applicants**
- **January 2020 expected start**



## Committee Work

- Training Working Group
  - Has had two calls to begin grant work
  - Continue meeting to make recommendations to 911 Committee regarding how to best utilize training money from the National 911 Grant.
  - Working the GECC Training Committee to bring in new classes to the conference
- COMU Working Group
  - Following the visit to Montgomery, the group will begin meeting to discuss how to improve the current COMU program as well as how to integrate TERT in the COMU
  - Develop the state's first official COMU plan that outlines certification, re-certification, credentialing, etc.



## Future committee meetings

- GIS Working Group
  - Membership soon to be announced; working with State GIO to determine members – will include 911 directors as well as state and local GIS professionals
  - Will begin to develop NG911 GIS standards and best practices in accordance to National 911 Grant
- T-CPR Taskforce
  - Will be meeting with Department of Public Health staff to discuss options in implementing a T-CPR program in the state.



**Georgia Emergency  
Communications Authority**

**Pam Montanari  
Region IV, Emergency Communications  
Division Coordinator**

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**Statewide Interoperability  
Communications Plan (SCIP) Update**



**CY 2020 Technical Assistances**

- Alerts and Warning
  - In conjunction with FEMA, the state will re-write our EAS and IPAWS plans as well as work with local alerting authorities to developing alerting best practices and recommendations
- Cybersecurity for PSAPs
  - Tentatively planned to be presented at the 2020 Georgia Emergency Communications Conference in Columbus
- FirstNet LTE Coverage Analysis
  - Will work to provide a system to roll up FirstNet speed tests from across the state in one place to present to FirstNet



## CY 2020 Technical Assistancess

- 2020 MCV Exercise Support
  - Will assist in the training and evaluating for the 2020 MCV Exercise
  - Location: TBD
- Development of an electronic Field Operations Guide (eFOG)
  - Will work to transition the Georgia FOG to an electronic format for easier distribution to COMU personnel and others in the field
- Will possibly utilize other TAs, if necessary, to support COMU courses in the Spring and Fall.



## Georgia Emergency Communications Authority

### March 10, 2020 Board Meeting

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Georgia Emergency Communications Conference  
Columbus Convention and Trade Center