

LOCAL GOVERNMENT 9-1-1 AUTHORITY ADVISORY BOARD MEETING

TUESDAY, OCTOBER 17, 2017
10:00 TO 11:00 AM
GEORGIA PUBLIC SAFETY TRAINING CENTER
1000 INDIAN SPRINGS DRIVE
FORSYTH, GA 31029
LIBRARY CLASSROOM 115

MEETING MINUTES

Board Members Present:

Col. Mark McDonough
Greg Whitaker
William Wright
Peter Olson
Eddie DeLoach
John McDonough
Billy Hancock
Billy Grogan
Joel Baker

Board Members Absent:

Kevin Curtin
Cheryl Greathouse
Charlotte Nash
Lynne Riley
Michael Wall
Ted Wynn

The Local Government 9-1-1 Authority Advisory Board held its first board meeting on October 17th, 2017 at the Georgia Public Safety Training Center in Forsyth, Georgia. A List of Attendees, an Agenda, and the Bylaws are attached hereto and made official parts of these minutes as Attachments #1, #2, and #3. Michael Nix, Executive Director of the Local Government 9-1-1 Authority, called the meeting to order at 10:03 AM.

All board members are present except Kevin Curtin from AT&T, Cheryl Greathouse from Georgia Public Safety Training Center, Charlotte Nash from Gwinnett County Board of Commissioners, Lynne Riley from the Georgia Department of Revenue, Michael Wall from Comcast, and Ted Wynn from Bulloch County.

Michael Nix welcomed everyone to the Georgia Public Safety Training Center in Forsyth, Georgia.

Swearing in Ceremony of Board Members

Introductions of Board Members:

Colonel Mark McDonough, Commissioner, Georgia Department of Public Safety
Greg Whitaker, Director, Douglas County E-911
William Wright, Manager, Bartow County E-911

Peter Olson, County Manager, Bartow County
Eddie DeLoach, Mayor, City of Savannah
John McDonough, City Manager, City of Sandy Springs
Billy Hancock, Sheriff, Crisp County
Billy Grogan, Police Chief, City of Dunwoody
Joel Baker, Fire Chief, City of Atlanta

Adoption of Bylaws:

Michael Nix called for a motion to adopt the Bylaws. A motion was made by Colonel Mark McDonough, seconded by Eddie DeLoach (Bylaws attached hereto and made a part thereof).

Executive Director's Comments:

The Governor established the Local Government 9-1-1 Authority through an Executive Order on May 30, 2017. The Authority was constituted on July 1, 2017 with the following powers and duties.

Powers, Duties, and Responsibilities:

The Local Government 9-1-1 Authority Advisory Board will apply for, receive, and use federal and state grants. This is the first time Georgia has been able to use this funding for 9-1-1 and emergency communications. The board will develop, offer, and make recommendations for GPSTC or other state agencies (P.O.S.T.) regarding the training required of 9-1-1 operators. The board will identify any changes necessary in the assessment and collection of 9-1-1 fees according to O.C.G.A. 46-4-2. The board will collect and evaluate data and statistics regarding the performances of Public Service Answering Points known as PSAPs. The board will provide a preliminary annual report which shall include proposed legislation, if any, to the Governor and General Assembly by December 1, 2017.

The 9-1-1 Directors Advisory Panel will assist the Board Members with making decisions and providing information from different regions of the state. They will serve in an advisory capacity and will not be able to vote. The panel will be involved with the committee process and attend meetings. On the panel, every GEMA/HS region will be represented along with the Georgia Chapter Presidents of the Association of Public Safety Communication Officials (APCO) and the National Emergency Number Association (NENA).

9-1-1 Directors Advisory Panel:

President of APCO: Lynn Smith, Habersham County E-911
President of NENA: Tamika Kendrick, Emory Police Services
Region 1: Jonathan Jones, Athens-Clarke County Police Services
Region 2: Randy Johnson, Mitchell County E-911
Region 3: Russ Palmer, Laurens County E-911

Region 4: Jason Lawson, Middle Flint Regional 9-1-1 Authority

Region 5: Steve Usher, Glynn-Brunswick E-911

Region 6: John Blalock, Floyd County E-911

Region 7: Joe Barasoain, Fulton County E-911

Region 8: TBD

National 9-1-1 Grant Program:

Executive Director Michael Nix received the draft language for the new National 9-1-1 Grant Program last week. The original program was created in 2012 with the addition of FirstNet, but Georgia was ineligible to apply for the grants due to faults in the collecting system for the prepaid fees. Since then, that issue has been solved and Georgia is now able to apply for this grant.

The National 9-1-1 Grant Program was issued by the National Telecommunications and Information Administration (NTIA) of the Department of Commerce (DOC) and the National Highway Traffic Safety Administration (NHTSA) of the Department of Transportation (DOT). This permits states to apply for grant funds on behalf of all local governments. The federal share of the total cost of a project undertaken increases from fifty percent to sixty percent as a result of this grant program. The minimum amount that the State of Georgia will receive is \$500,000. There are two different models for the rest of the money to come; it will either be based on population or public road mileage. GEMA/HS is working with the Federal Highway Administration and Georgia Department of Transportation to figure out which model would be best for the State of Georgia and then comments will be made to the National 91-1 Program on what our thoughts are and what will work better for us.

The eligible uses for grant funds are Next Generation 9-1-1 (NG911) Services, Training, Planning and Administration (up to ten percent of grant funds), and operations of a NG911 System (until the legacy system is shut down). The federal government recognizes that there will be a need for additional funding to move everyone over to Next Generation 91-1. The National 9-1-1 Grant Program is available for obligation from next year until September 30, 2022.

FirstNet:

FirstNet is the First Responder Network Authority that was established by Congress to deliver a nationwide broadband network dedicated to public safety. The Network will strengthen communication capabilities, allowing them to respond more quickly and effectively to accidents disasters and emergencies.

The State Plan was delivered to Governor Nathan Deal on September 19th and the NTIA released funding levels on September 28th. This started the ninety-day clock for the Governor to make a decision on whether to opt-in or opt-out. If we opt-in, there is no mandate for local agencies to participate. AT&T/FirstNet will be responsible for contract with each local agency.

There are ongoing discussions with AT&T to ensure that the best level of service is provided across the state (number of tower sites, location sites, etc.). There is also a FirstNet Coordinator for the state at GEMA/HS.

Georgia Telecommunicator Emergency Response Taskforce (GA-TERT):

In response to Hurricane Irma, Georgia sent six telecommunicators from around the state to Naples, Florida to work in the Collier County Sheriff's Office 9-1-1 Center. This was the first time that a Georgia TERT team was deployed. This Taskforce relieved the operators and dispatchers of the 9-1-1 Center in Naples, Florida and allowed them to figure out their lives after the hurricane. Currently, we are working through an After Action Report (AAR) for this deployment to see what went well and what could be changed for the future.

National Association of State 911 Administrators (NASNA):

For the first time, Georgia will be represented in the National Association of State 911 Administrators (NASNA). Next week is the 2017 NASNA Interim Meeting in Fort Myers, Florida. Michael Nix will be attending the meeting on behalf of Georgia. The agenda topics include: NG911, GIS and addressing, indoor location accuracy, military installations' PSAPs, FCC Briefing, relationship between FirstNet and NG911, text-to-911, and roundtable discussions with other state 9-1-1 administrators.

Potential Committees for the Board:

Training Committee* will be making recommendations to GPSTC and P.O.S.T. regarding updates to the training curriculum for basic communications officers and the possibility of state training for 9-1-1 trainers, supervisors, and directors.

Standards Committee* will be making recommendations to the Authority, P.O.S.T., and other involved agencies regarding the creation of minimum statewide standards for operating a PSAP. NG911 Committee could create a statewide plan for the implementation of NG911.

State Plan Revision Committee would work on updating and making revisions to the state's 9-1-1 Emergency Telephone Number Plan.

Audit Committee would devise a service supplier audit schedule, after the 2018 Session.

Funding Committee would make recommendations concerning funding structures for PSAPs.

*Committees that have been established through the Bylaws

Upcoming Events:

There will be a conference call next week, or the following week, to elect officers and discuss the potential additional committees. Michael Nix will be sending an email to Board Members about where each board and panel member would like to serve. Plan on having an early December meeting at GPSTC to discuss and vote on any action from committees and discuss legislation for the 2018 Session.

Additional Comments:

After the Executive Director finished the presentation, he opened up the floor for additional comments. Clint Mueller of ACCG raised a point about the large decrease in prepaid wireless funds and asked the Department of Revenue for a response. Brian Walker, Director of Legal Affairs and Tax Policy, responded with “We know that this is a question. We recognize it. The distribution numbers are accurate. It is due to the natural ebb and flow of refunds. Unfortunately, due to confidentiality, that is all I can speak to. I can’t speak to the details of it. All I can say is that we recognize there was a drop in the distribution and it is accurate.” Additionally, members of the board and the advisory panel raised additional questions. The board members asked the Executive Director to follow up on this issue and to look into a potential legislative solution to this problem.

Adjournment:

There being no further business to be brought before the Board, Michael Nix called for a motion to adjourn. Billy Hancock made a motion and Greg Whitaker seconded the motion. The motion passed and Michael Nix adjourned the meeting at 10:38 AM.

These minutes are hereby approved and adopted this the 7th day of December, 2017.

Cheryl Greathouse
Chairman

William Wright
Secretary

Official Attachments:

1. List of Attendees
2. Agenda
3. Bylaws

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Board Members:

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Greg Whitaker
William Wright
Peter Olson
Eddie DeLoach
John McDonough
Billy Hancock
Billy Grogan
Joel Baker

GEMA/HS Staff Members:

Homer Bryson
Catherine Howden
Michael Nix
Harlan Proveaux
Joseph Greene
Ashley Seay

Others Attending:

Phillip Anderson, Ga. Dept. of Public Safety
Joe Barasoain, Fulton County
Angela Barrett, City of Atlanta
John Blalock, Floyd County
Angela Bowen, GPSTC
Kenny Calhoun, Dooly County
Claude Craig, EMAG
Ken DeSimone, City of Sandy Springs
Mickey Dunnauant, Crisp County
Tom Gehl, GMA
Kylee Gordon, Dodge-Wilcox County
Randy Howard, Sumter County
Randy Johnson, Mitchell County
Jonathan Jones, Athens-Clarke County
Tamika Kendrick, Emory Police
Jason Lawson, Middle Flint 9-1-1 Authority
Amanda Maddox, Henry County
Megan Middleton, City of Atlanta
Dianne Millwood, Dodge-Wilcox County
Clint Mueller, ACCG
Debra Nesbit, ACCG
Russ Palmer, Laurens County
Mandy Ptak, Baldwin County
Rachel Rhodes, Comcast
Ronnie Sheffield, Dodge-Wilcox County
Lynn Smith, APCO
Christy Tarallo, Massey, Watson, Hembree, LLC
Steve Usher, Glynn County
Brian Walker, Department of Revenue
Paula Whaley, Seminole County
Arlene Whisenhunt, Coweta County

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MEETING AGENDA*

CALL TO ORDER.....EXECUTIVE DIRECTOR MICHAEL NIX

WELCOME.....EXECUTIVE DIRECTOR MICHAEL NIX
GEMA/HS DIRECTOR HOMER BRYSON

SWEARING IN

BOARD MEMBER INTRODUCTIONS

ADOPTION OF BYLAWS

EXECUTIVE DIRECTOR’S COMMENTS.....EXECUTIVE DIRECTOR MICHAEL NIX

ADJOURN

*MEETING AGENDA IS SUBJECT TO CHANGE

BY-LAWS OF THE BOARD OF DIRECTORS OF THE
LOCAL GOVERNMENT 9-1-1 AUTHORITY

STATE OF GEORGIA

ARTICLE I – Office

The office of the Board shall be at the office of the Georgia Emergency Management and Homeland Security Agency, 935 E Confederate Ave SE, Building 5, Atlanta, GA 30316, which shall be the mailing address of the Board. Meetings may be held at the Georgia Public Safety Training Center, 1000 Indian Springs Dr., Forsyth, GA 31029, or at such other place as is designated by the Chairman.

ARTICLE II – Members

Section 1. Members. Membership on the Board shall be specified in Executive Order No. 5.30.17.01.

Section 2. Voting. Each member, including the Chairperson, shall be entitled to one vote on each matter submitted to a vote of the members.

ARTICLE III – Meeting of Members

Section 1. Regular and Special Meetings. The Board shall meet in regular session quarterly or at such times as the Board may deem appropriate. Notice of the date, time, and place of any meeting shall be given in advance by the Secretary to each member. The Board shall meet in special session whenever called by the Chairperson or by eight or more members.

Section 2. Place of Meeting. Meetings may be held at the Georgia Public Safety Training Center or at such other place as designated by the Chairperson or, in the event of a special meeting called by eight or more members, as is designated by the Secretary in the notice.

Section 3. Quorum. Eight or more members shall constitute a quorum for the discharge of any business.

Section 4. Proxies and Mail. No member may vote by proxy and no member may vote by mail.

Section 5. Appointment and Removal of Administrative Officers. Any appointments required to be made by the Board shall be by an affirmative vote of a majority of the membership of the Board.

ARTICLE IV – Officers

Section 1. Officers. The officers of the Board shall be the Chairperson, Vice-Chairperson, and the Secretary.

Section 2. Election and Term of Office. The Chairperson, Vice-Chairperson, and the Secretary shall be elected annually by the Board at its regular meeting in August, or as soon thereafter as convenient. Each officer shall hold office until his or her successor is duly elected. Officers may succeed themselves.

Section 3. Vacancy. The offices of Chairperson, Vice-Chairperson, and Secretary may be removed by a majority of the Board whenever in its judgement the best interest of the Board would be served thereby, or by death, resignation, or disqualification of the incumbent. Any vacancy may be filled by the Board for the unexpired portion of the term.

Section 4. Chairman. The Chairperson shall be the principal officer of the Board and shall generally supervise and control all of its business and affairs. He or she shall preside at all meetings of the members. He or she may appoint all standing and special committee members and he or she may delegate specific duties to all Board members, except where expressly provided otherwise herein. He or she shall perform all duties incident to the office of Chairperson and such other duties as may be prescribed by the Board, by executive order, or by law.

Section 5. Vice-Chairperson. In the absence of the Chairman or in the event of his or her inability or refusal to act, the Vice-Chairperson shall perform the duties of the Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson. The Vice-Chairperson shall perform other duties as may be assigned to him or her by the Chairperson or by the Board.

Section 6. Secretary. The Secretary shall ensure the minutes of Board meetings are kept in a book provided for that purpose. He or she shall see that all Notices are duly given in conformity with the provisions of the By-Laws or as required by law. He or she shall be the custodian of the Board records, which shall be kept in a location designated by the Secretary. The Secretary shall keep a register of the addresses, telephone numbers, e-mail addresses, and other methods of contact for each member of the Board, and shall perform all duties incident to the office of Secretary and such other duties as may be assigned him or her.

ARTICLE V – Committees

Section 1. Standing Committees. There shall be standing committees for Training and for Standards. Each committee shall consist of a Chairperson and a minimum of two other members, all of whom shall be appointed by the Board Chairperson. The committees shall be responsible for: (1) providing oversight and guidance to the Authority and Authority's Executive Director with regard to all matters as provided for by law or by executive order; (2) keeping the Board Chairperson and the Board apprised of the activities of the respective committee; (3) bringing committee recommendations to the Board for discussion and official action. The responsibilities herein imposed on standing committees shall in no way deprive the Board or any member from exercising its or his or her full power and authority to participate in the policy-making functions of the Board.

Section 2. Committee Membership Terms. Board members appointed to a standing committee shall serve or a one-year term, and may be reappointed at the discretion of the Chairperson of the Board.

Section 3. Special Committees. The Board may create such special committees as are deemed necessary or desirable. The membership, functions, and duties of each such committee shall be specified by the Chairperson.

ARTICLE VI – Seal

The Board may have its own seal or use the seal of the Local Government 9-1-1 Authority as the seal of the Board.

ARTICLE VII – Amendments to By-Laws

The By-Laws may be altered, amended, or repealed and new By-Laws may be adopted by a two-thirds majority of the Board members, at any regular or special meeting, if at least three days written notice is given of intention to alter, amend, or repeal or to adopt new By-Laws at such meeting. The By-Laws, and any change there in, shall be kept by the Secretary at the front of the minute book and shall be available at each meeting.