

BOARD OF DIRECTORS OF THE LOCAL GOVERNMENT 9-1-1 AUTHORITY MEETING

THURSDAY, DECEMBER 7, 2017
10:00 TO 11:00 AM
STATE OFFICES SOUTH AT TIFT COLLEGE
300 PATROL ROAD
FORSYTH, GA 31029
VINZANT BAY D

MEETING MINUTES

Board Members Present:

Lynne Riley
Cheryl Greathouse
Greg Whitaker
Ted Wynn
Peter Olson
John McDonough
Kevin Curtin
Billy Hancock
Billy Grogan

Board Members Absent:

Col. Mark McDonough
Charlotte Nash
William Wright
Michael Wall
Eddie DeLoach
Joel Baker

The Local Government 9-1-1 Authority Advisory Board held the board meeting on December 7th, 2017 at the State Offices South at Tift College in Forsyth, Georgia. A List of Attendees, an Agenda, the Amended Bylaws and the Detailed Summary of 2018 9-1-1 Legislation are attached hereto and made official parts of these minutes as Attachments #1, #2, #3, and #4. Michael Nix, Executive Director of the Local Government 9-1-1 Authority, called the meeting to order at 10:00 AM.

All board members are present except Colonel Mark McDonough from the Georgia Department of Public Safety, Charlotte Nash from Gwinnett County Board of Commissioners, William Wright from Bartow County 9-1-1, Michael Wall from Comcast, Eddie DeLoach from City of Savannah, and Joel Baker from City of Atlanta.

Michael Nix welcomed everyone to the State Offices South at Tift College in Forsyth, Georgia.

Approval of the Minutes:

Michael Nix presented the minutes of the October 17, 2017 meeting for discussion and approval. There was no discussion. Michael Nix motioned for the approval of the minutes; Billy Hancock made a motion to approve the minutes. Cheryl Greathouse seconded the motion. The motion passed unanimously.

Swearing in Ceremony of Board Members

Introductions of Board Members:

Lynne Riley, Commissioner, Georgia Department of Revenue

Cheryl Greathouse, Division Director, Georgia Public Safety Training Center

Ted Wynn, Public Safety and Emergency Management Director, Bulloch County

Kevin Curtin, Assistant Vice President of Legislative Affairs, AT&T

Officer Elections:

Michael Nix opened up the floor for nominations for Chairman. John McDonough made a motion to nominate Cheryl Greathouse, Lynne Riley seconded the nomination. The motion passed unanimously. Michael Nix opened up the floor for nominations for Vice Chairman. Peter Olson made a motion to nominate John McDonough, Cheryl Greathouse seconded the nomination. The motion passed unanimously. Michael Nix opened up the floor for nomination for Secretary and Treasurer. Greg Whitaker made a motion to nominate William Wright, and John McDonough seconded the nomination. The motion passed unanimously.

Cheryl Greathouse, Chairman

John McDonough, Vice Chairman

William Wright, Secretary and Treasurer

Amendment(s) to the Bylaws:

Michael Nix asked for a motion to amend the Bylaws. Section 2. Voting. Adding “When a quorum is present, voting and official business may be conducted via conference call.” A motion to amend the Bylaws was made by Cheryl Greathouse, and seconded by Billy Grogan. The motion passed unanimously (the Amended Bylaws attached hereto and made a part thereof).

DFCS Panic Button Project:

Darrell Braswell of DFCS and Nick Mulkey from Georgia Tech Research Institute presented information regarding the new Panic Button Project.

FirstNet Update:

Lee Ballentine, AT&T (FirstNet Lead for the State of Georgia) presented information regarding FirstNet in the state of Georgia.

Executive Director’s Update:

Executive Director Nix discussed the National 9-1-1 Grant Program, the Next Generation 911 Act of 2017, and Kari’s Law Act of 2017.

2018 Legislation Review:

Executive Director Nix presented the 9-1-1 legislation for the 2018 legislative session. (Bill summary attached hereto and made a part thereof)

Additional Comments

After the Executive Director finished the presentation, he opened up the floor for additional comments. Ted Wynn and Susan Miller spoke about Section 12 and GIS mapping, respectively.

Adjournment:

There being no further business to be brought before the Board, Michael Nix called for a motion to adjourn. Ted Wynn made a motion and Cheryl Greathouse seconded the motion. The motion passed and Michael Nix adjourned the meeting at 11:32 AM.

These minutes are hereby approved and adopted this the 7th day of May, 2018.

Cheryl Greathouse
Chairman

William Wright
Secretary

Official Attachments:

1. List of Attendees
2. Agenda
3. Amended Bylaws
4. Detailed Summary of 2018 9-1-1 Legislation

LOCAL GOVERNMENT 9-1-1 AUTHORITY ADVISORY BOARD MEETING

THURSDAY, DECEMBER 7, 2017

10:00 TO 11:00 AM

STATE OFFICES SOUTH AT TIFT COLLEGE

BOARD MEETING ATTENDEES

Board Members:

Lynne Riley
Cheryl Greathouse
Greg Whitaker
Ted Wynn
Peter Olson
John McDonough
Kevin Curtin
Billy Hancock
Billy Grogan

GEMA/HS Staff Members:

Homer Bryson
Michael Nix
Harlan Proveaux
Ashley Seay

Others Attending:

John Blalock, Floyd County
Angela Bowen, GPSTC
Randy Howard, Sumter County
Randy Johnson, Mitchell County
Jonathan Jones, Athens-Clarke County
Tamika Kendrick, NENA
Jason Lawson, Middle Flint 9-1-1 Authority
Debra Nesbit, ACCG
Russ Palmer, Laurens County
Lynn Smith, APCO
Steve Usher, Glynn County
Arlene Whisenhunt, Coweta County
Darrell Braswell, DFCS
Nick Mulkie, Georgia Institute of Technology
Lee Valentine, AT&T

BOARD OF DIRECTORS OF THE LOCAL GOVERNMENT 9-1-1 AUTHORITY MEETING

THURSDAY, DECEMBER 7, 2017
10:00 TO 11:00 AM
STATE OFFICES SOUTH AT TIFT COLLEGE
300 PATROL ROAD
FORSYTH, GA 31029
VINZANT HALL, BAY D

MEETING AGENDA*

- CALL TO ORDER.....EXECUTIVE DIRECTOR MICHAEL NIX**
- WELCOME.....EXECUTIVE DIRECTOR MICHAEL NIX**
- APPROVAL OF THE OCTOBER 17, 2017 MINUTES**
- SWEARING IN**
- BOARD MEMBER INTRODUCTIONS**
- OFFICER ELECTIONS**
- BYLAW AMENDMENT(S)**
- DFCS PANIC BUTTON PROJECT.....DARRELL BRASWELL**
- FIRSTNET UPDATE.....LEE VALENTINE**
- EXECUTIVE DIRECTOR’S UPDATE.....EXECUTIVE DIRECTOR MICHAEL NIX**
- 2018 LEGISLATION REVIEW**
- 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. When a quorum is present, voting and official business may be conducted via conference call.

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 for 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.

Summary of 2018 9-1-1 Legislation (HB751)

PURPOSE:

Create the Georgia Emergency Communications Authority within GEMA/HS with the objectives of increasing funding to local jurisdictions operating 911 centers and providing a solid foundation for future technological advancements in the emergency communications arena.

SECTION BREAKDOWN:

Section 1-1

New code sections

38-3-180: Names the bill the “Georgia Emergency Communications Authority Act”.

38-3-181: Define the terms authority, board of directors, emergency 9-1-1 system, enhanced ZIP Code, local government, Next Generation 9-1-1, 9-1-1 charge, service supplier, telephone subscriber, and wireless enhanced 9-1-1 charge.

38-3-182:

- Establishes the Georgia Emergency Communications Authority (GECA) as an entity within GEMA/HS.
- States all local governments that operate a PSAP shall be members of the Authority.
- Outlines purpose, duties, responsibilities.
- Names board seats (15 members).
- Allows the board to appoint advisory members.

38-3-183: Subject to board approval, GEMA/HS Director will appoint an Executive Director of the authority and set his/her salary.

38-3-184: The Attorney General’s Office will provide legal services for the authority.

38-3-185:

- Beginning January 1, 2019, all 9-1-1 charges will be remitted by each service supplier to the authority monthly, not later than the 20th day of the following month.
- Each service supplier will submit a report with the remitted charges identifying the amount of charges being collected and remitted attributable to each local government.

38-3-186:

- GECA will contract with DOR for the collection and disbursement of charges remitted to the authority.
- DOR will retain 1% for administration of collection and disbursement.

38-3-187: GECA and service suppliers will work in cooperation towards a statewide public safety communications network.

38-3-188:

- GECA will retain 1% for operations.
- The payments will be made by DOR to the local governments not later than thirty days following the date charges must be remitted by service suppliers to DOR.
- Under no circumstances will the payments be, or be deemed to be, revenues of the state and will not be subject to, or available for, appropriation by the state for any purpose.

38-3-189:

- Allows GECA to contract with DOR or independent auditors for financial audits of service suppliers.
 - If GECA chooses to contract with DOR for auditing purposes, the contract will be non-monetary and the cost of the audit will be considered paid for by the administrative fee mentioned in 38-3-186.
- The board will develop an auditing schedule (no more than once every three years).
- Failure to comply with audit will result in not more than a \$1,000 per day penalty for each day of noncompliance.
- Failure of service supplier to bill the required monthly charge will result in a not more than \$25,000 or 3 percent penalty.
- GECA has the ability to approve billing practices.

38-3-190:

- All information submitted by a service supplier to GECA or DOR will be confidential and such information can only be released to the service supplier, GECA, auditors, and GEMA/HS employed or contracted attorneys.
- Members of the authority may also have access to information for the purpose of determining the accuracy of collections and remittances of individual service suppliers related to the member's jurisdiction.
 - Any requests for information from DOR must come through the Authority.

- General information may be released by GECA, but only in aggregate amounts that do not identify or allow identification of numbers of subscribers or revenues attributable to an individual service supplier.

38-3-191: All funds accruing to GECA will only be used for the purpose of developing, maintaining, administering, managing, and promoting GECA, 9-1-1 advancements, and statewide public safety communication interoperability.

Section 2-1

Amends Title 46 relating to public utilities and public transportation and relating to definitions regarding the Emergency Telephone Number 9-1-1 System

- Authority, director, exchange access facility, telephone service, telephone subscriber, Voice over Internet Protocol service definitions are amended.

Section 2-2

Amends Title 46 relating to the creation of the 9-1-1 Advisory Committee, selection of members, filling of vacancies, organization, and roles and responsibilities

- Repeals and reserves Code Section 46-5-123 (9-1-1 Advisory Committee).

Section 2-3

Amends Title 46 relating to guidelines for implementing a statewide emergency 9-1-1 system and training and equipment standards

- The authority will develop guidelines for implementing a statewide emergency 9-1-1 system; strikes “agency” and replaces with “authority.”
- The authority will be responsible for encouraging and promoting the planning, development, and implementation of local 9-1-1 system plans; strikes “agency” and replaces with “authority.”
- The authority will maintain the existing registry of wireless service suppliers; strikes “agency” and replaces with “authority.”

Section 2-4

Amends Title 46 relating to service suppliers or VoIP service suppliers

- Any service supplier or VoIP service supplier must register specified information with the authority, rather than GEMA/HS, by January 1, 2019.
- Any changes to the specified information must be reported to GECA within 60 days of such change.
- If a service supplier fails to register or update information, the service supplier will:
 - Not be eligible to receive cost recovery funds
 - Shall be subject to a \$1,000 per day fine

- Not be subject to the three-year limit related to auditing
- The Authority may share the service supplier registry with DOR to ensure proper collection and remittance.

Section 2-5

Amends Title 46 relating to cooperation by commission and telephone industry

- The Authority shall coordinate its activities with those of the Public Service Commission; strikes “agency” and replaces with “authority.”

Section 2-6

Amends Title 46 relating to the approval of 9-1-1 systems by agency

- Prior to January 1, 2019, GEMA/HS will continue to approve 9-1-1 systems.
- After January 1, 2019, GECA will approve 9-1-1 systems.

Section 2-7

Amends Title 46 relating to cooperation by public agencies

- All public agencies shall assist the authority in its efforts; Strikes “agency” and replaces with “authority.”

Section 2-8

Amends Title 46 relating to use of 9-1-1 emblem

- Allows GECA to use 9-1-1 emblem on marked vehicles; Strikes “agency” and replaces with “authority.”

Section 2-9

Amends Title 46 relating to federal assistance

- Allows GECA to apply for and receive federal funding assistance; strikes “agency” and replaces with “authority.”

Section 2-10

Amends Title 46 relating to exemptions from liability in operation of 9-1-1 system

- Adds GECA and its contractors to list of exemptions from liability in operation of a 9-1-1 system.

Section 2-11

Amends Title 46 relating to the authority of local government to adopt resolution to impose monthly 9-1-1 charge by adding a new subsection

- Directs a 9-1-1 center to direct a call to the appropriate public safety personnel or dispatching personnel and maintain connection with the caller, public safety personnel, or dispatching personnel until sufficient information is relayed to be able to respond to the call.
- County may not impose a fee or charge on the city or its public safety agency for the emergency call, but does not supersede any existing IGA.
- GECA is authorized to adopt rules and regulations to ensure that emergency callers receive public safety services in an efficient, effective, and responsive manner and that public safety personnel are provided the necessary information to provide such services.

Section 2-12

Amends Title 46 relating to billing of subscribers, liability of subscriber for service charge, taxes on service, establishment of Emergency Telephone System Fund, records, and use of funds

- Sets the 9-1-1 charge to \$1.50.
- Gives clarification regarding multi-line systems to say charges will only be applied to the simultaneous outbound voice channel capacity configured to and capable of accessing a 9-1-1 system.
- The 9-1-1 charge does not have to be listed separately, but must be accessible to auditors; moves the ability to charge the 9-1-1 fee based on the billing address to the primary place of use.
- Reduces the administrative fee that service suppliers can retain from 3% to 1%.
- Allows the service suppliers to charge a cost recovery fee, not to exceed \$.45 per month, to the subscriber, but the service supplier shall not deduct any amounts for cost recovery from the charges remitted to GECA.

Section 2-13

Amends Title 46 relating to counties were the governing authorities of more than one local government have adopted a resolution to impose an enhanced 9-1-1 charge.

- Strikes “authorities” and replaces with “bodies” to avoid any confusion regarding which authority is being referenced.

Section 2-14

Amends Title 46 relating to prepaid wireless 9-1-1 charge, definitions, imposition of fee by localities, collection and remission of charges, and distribution of funds

- Increases prepaid wireless 9-1-1 charge from \$.75 to \$1.50 to provide parity with other 9-1-1 charges.
- Moves disbursement of the prepaid wireless 9-1-1 from a yearly basis to monthly beginning January 1, 2019.
- Removes the 2% administrative fee that DOR currently takes out of prepaid wireless.

Section 3-1

Amends Title 35 relating to “communications officer” defined; registration of basic training certification process; requirement of training in use of telecommunications devices for deaf persons

- Adds state employees that dispatch for public safety personnel to the list of communications officers required to complete a P.O.S.T approved basic training course.
- Directs the P.O.S.T. Council to work with GECA regarding the administration of communications officer training.

Section 3-2

Amends Title 45 relating to allowable expenses for boards

- Adds GECA board members to the list of authorities that qualify for the same monetary allowance as members of the General Assembly.

Section 3-3

Amends Title 45 relating to representation of certain authorities by the Attorney General

- Adds GECA to the list of authorities that are represented by the Attorney General.

Section 3-4

Amends Title 48 relating to confidential and privileged information and use thereof

- Adds an exemption to DOR’s confidentiality code section and refers back to Code Section 38-3-190 regarding the confidentiality and exceptions to confidentiality of 9-1-1 fees or charges.

Section 4-1

- Effective July 1, 2018, GECA is created and members are appointed and Section 2-11 is enacted.
- All other parts of the bill are effective January 1, 2019.
- The details of this bill will not diminish, extinguish, reduce, or affect any cause of action which may have existed prior to January 1, 2019.