

BOARD OF DIRECTORS OF THE GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

TUESDAY, MAY 21, 2019

9:00 AM TO 1:00 PM

GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

TRAINING ROOM

FY2020 PLANNING WORKSHOP MINUTES

The Georgia Emergency Communications Authority held the FY 2020 Planning Workshop on May 21, 2019 at the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) Headquarters. A List of Attendees, an Agenda, the 911 Grant Program Applications, and a copy of the proposed FY20 budget are attached hereto and made official parts of these minutes as Attachments #1, #2, #3, and #4.

Director Nix opened the meeting and introduced the new GECA Staff. Cheryl Greathouse the Chairperson of the Georgia Emergency Communications Authority called the meeting to order at 9:00 AM. Mrs. Greathouse gave an update on 911 CIT program and the transitional course.

Director Nix gave an update on committee placement. COMU Committee is the only one up and running to get a plan in place before hurricane season and to address TERT deployments. We will be finalizing the members for the other committees.

Strategic Plan Discussion:

Michael Nix presented topics for consideration for the 911 program portion of the strategic plan. These topics included, the state plan, transitioning from basic to enhanced 911, cybersecurity, and the Office of Public Safety Officer Support. Additional topics mentioned included telephone CPR, career paths, and secondary PSAPs.

Michael Nix presented topics for consideration for the Land Mobile Radio System (LMR) portion of the strategic plan. These topics include what a statewide radio system would look like, the role of local tactical plans, and the biannual mobile command vehicle exercise for spring 2020.


Michael Nix presented topics for consideration for the ESF-2 portion of the strategic plan. Topics included a new COMU plan, a TERT database, and private company relations.

Michael Nix presented topics for consideration for the Public Safety Broadband portion of the strategic plan. Topics included relationships with carriers for deployable and assets as well as preemption and the role of EMA directors in handling determination.


Michael Nix presented topics for consideration for the Alerts, Warnings, and Notifications portion of the strategic plan. Topics include IPAWS and jurisdiction clarification.

Michael Nix presented the proposed State Fiscal Year 2020 budget. Included in the proposal are four new Emergency Communications Field Coordinators. Job description to be provided for the June 11th meeting.

These minutes are hereby approved and adopted this the 11th day of June, 2019.



Cheryl Greathouse
Chairperson



William Wright
Secretary

Official Attachments:

1. List of Attendees
2. Agenda

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FY2020 PLANNING WORKSHOP MEETING ATTENDEES

Board Members:

Cheryl Greathouse, Chairperson

William Wright, Secretary

Greg Whitaker

Steve Nichols

Alex Lee, Lanier County

Peter Olson, Bartow County

Col. McDonough Representative
(Sandy Springs Fire Chief)

9-1-1 Advisory Panel:

Jonathan Jones, Athens-Clarke County 911

Joe Barasoain, Fulton County

Tamika Kendrick, NENA

Lynn Smith, APCO

Jason Lawson, Troup County

Russ Palmer, Laurens County

Steve Usher, Glynn-Brunswick 911
Fulton County

GEMA/HS Staff Members:

Michael Nix

Ashley Larrow

Edwin Whitworth

Mike Smith

GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

BRIAN P. KEMP
GOVERNOR



MICHAEL NIX
EXECUTIVE DIRECTOR

Board of Directors of the Georgia Emergency Communications Authority

FY 2020 Planning Workshop

Tuesday, May 21, 2019

9:00 a.m. – 1:00 p.m.

**GEMA/HS HQ
Training Room**

Meeting Agenda*

- I. Opening Remarks—Chairperson Greathouse/Executive Director Nix
- II. FY 2020 Planning Session
- III. Lunch
- IV. FY 2020 Planning Session (continued if needed)
- V. FY 2020 Budget Discussion
- VI. Adjourn

*Meeting Agenda is subject to change

FY 2020 Revenue - PROJECTED EXPENDITURES

PROJECTED FY 2020 Revenue Projected Earnings **2,220,000**

ADMINISTRATIVE OVERHEAD AND CONTRACT COSTS				AMOUNT	TOTAL
PERSONNEL	2020		Current Staff	384,963	
FIELD STAFF TOTAL	2020		4 - Emergency Communications Field Coordinators	281,678	
			TOTAL PERSONNEL		666,642
INFORMATION TECHNOLOGY & EQUIPMENT					
MICROSOFT VOLUME LICENSING	2020	Annual	Licensing for all agency Microsoft products.	9,400	
SERVER CERTIFICATES	2020	Annual	Certificates for all public facing GEMA websites and VPN.	400	
VMWARE ANNUAL LICENSE	2020	Annual	Licensing for virtual environment.	4,000	
THYCOTIC PASWORD RESET ANNUAL LICENSE	2020	Annual	Licensing for password reset server.	130	
CITRIX SHAREFILE	2020	Annual	Licensing for Citrix ShareFile.	1,300	
CITRIX WEBEX	2020	Annual	Licensing for WebEx webinar service	3,500	
SPAM TITAN EMAIL FILTERING	2020	Annual	Spam filtering service for the agency.	350	
VEEAM BACKUP SOFTWARE	2020	Annual	Backup software	1,500	
PHISHME LICENSING	2020	Annual	Licensing for phishing exercise service.	890	
CBT NUGGETS ONLINE TRAINING FOR IT	2020	Annual	Online training service for IT	500	
F5 MAINTENANCE RENEWAL	2020	Annual	Load balancer maintenance renewal	1,120	
NETAPP EXTERNAL STORAGE MAINTENANCE	2020	Annual	Maintenance costs for NetApp External Storage	1,100	
CRASHPLAN ANNUAL RENEWAL	2020	Annual	Renewal for Crashplan desktop backup.	800	
AWS-AMAZON WEB SERVICES	2020	Annual	Replication of GEMA Virtual Environment	9,500	
CISCO SMARTNET RENEWAL	2020	Annual	Renewal for maintenance support for Cisco networking equipment	13,500	
SOLARWINDS NETWORKING TOOLS	2020	Annual	License renewal for Solarwinds networking tools.	3,000	
MCAFEE ANTIVIRUS SOFTWARE	2020	Annual	License renewal for McAfee antivirus software	1,000	
SOLARWINDS	2020	Annual	Maintenance costs for HP Blade Servers, and backup hardware	1,700	
ADOBE RENEWAL	2020	Annual	Adobe Illustrator, license, photo shop - Renewal	235	
TITAN HQ	2020	Annual	WebTitan Gateway - Protection when surfing the web	400	
SMART DEPLOY	2020	Annual	Imaging Software	250	
MB3, Inc.	2020	Annual	Annual Support Package (75,000 for entire package)	7,500	
SHAREPOINT MIGRATION	2020	One-Time	Migration of current files to SharePoint	7,500	
CISCO NETWORKING	2020	One-Time	Equipment	2,500	
Office 365 MIGRATION	2020	One-Time	Migration of mail servers to Office 365, hosted in the cloud	3,000	
IT SUPPLIES, CABLES, FLASH DRIVES ETC.	2020	One-Time	Misc	750	
UNCLASSIFIED HARDWARE	2020	One-Time	Misc	2,000	
UNCLASSIFIED SOFTWARE	2020	One-Time	Misc	1,000	
DESKTOPS/LAPTOPS	2020	One-Time	Misc	5,000	
			TOTAL INFORMATION TECHNOLOGY COSTS		83,825
MOTOR VEHICLES					
VEHICLE REPLACEMENT	2020	Annual	4 Field Vehicle and 2 Headquarter Vehicles (2020 FORD Explorers)	210,000	
ENTERPRISE VEHICLE LEASE	2020	Annual	Leased Vehicle	7,765	
VEHICLE INSURANCE	2020	Annual	Vehicles are currently in production and insurance rate is not know at this time.	TBD	
			TOTAL MOTOR VEHICLE COSTS		217,765

REGULAR OPERATING

LANDSCAPING	2020	Annual	Landscaping contract	500
CLEANING CONTRACT	2020	Annual	Janitorial Contract	6,000
UNIFORMS	2020	Annual	Annual Uniform Budget	4,400
MEMBERSHIPS	2020	Annual	Annual Dues	3,800
WEX BANK	2020	Annual	Fuel purchases	50,000
TRAVEL	2020	Annual	Employee Travel Reimbursements	60,000
WASTE MANAGEMENT	2020	Annual	Trash and Shredding Services	300
OTHER REGULAR OPERATING EXPENDITURES	2020	Annual	Miscellaneous Operating Expenditures (Ga Power, Aircond, Printing, etc.)	170,000
TOTAL REGULAR OPERATING COSTS				<u>295,000</u>

TELECOMMUNICATIONS

GTA	2020	Annual	Agency landline service	3,000
AT&T	2020	Annual	Agency Cell Phone Service & Equipment	5,000
SOUTHERN LINC	2020	Annual	Agency Wireless Service	3,000
COPPERFASTEN TECHNOLOGIES	2020	Annual	WebTitan Gateway 250 Users	500
MISCELLANEOUS COMMUNICATIONS/EQUIPMENT	2020	One-Time	Communications Equipment	70,000
MISCELLANEOUS TELECOMMUNICATIONS	2020	One-Time	Miscellaneous Telecom charges	25,000
TOTAL TELECOMMUNICATION COSTS				106,500

CONTRACTS

PER DIEM & FEES	2020	Annual	Board Member Reimbursements and Travel	22,000
PROFESSIONAL SERVICES	2020	Annual	Professional Services	50,000
QUICKBASE	2020	Annual	TERT Database	1,000
STATE ACCOUNTING OFFICE	2020	Annual	Financial Shared Services Contract	5,000
STATE ACCOUNTING OFFICE	2020	Annual	Payroll Shared Services	500
OFFICE OF PLANNING & BUDGET	2020	Annual	HR Assessments	500
GPSTC	2020	Annual	Communications Training Personnel	65,000
TOTAL CONTRACT COSTS				144,000

MATCH REQUIREMENTS

TOTAL PASS THROUGH	2020	Annual	Match	91,140
				91,140

TOTAL PROJECTED SFY20 REVENUE COSTS **1,604,872.08**

Projected Balance Funds to Reserve **615,128**