

BOARD OF DIRECTORS OF THE GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

TUESDAY, MARCH 26, 2019
10:00 AM TO 11:00 AM

BOARD CONFERENCE CALL MINUTES

Board Members Present:

Cheryl Greathouse, Chairperson
Billy Hancock, Vice Chairperson
William Wright, Secretary
Lynne Riley
Greg Whitaker
Alex Lee
Peter Olson
John McDonough
Kevin Curtin
Steve Nichols

Board Members Absent:

Col. Mark McDonough
Ted Wynn
Michael Wall
Billy Grogan

The Georgia Emergency Communications Authority held the board conference call on March 26, 2019. A List of Attendees, an Agenda, the National 911 Grant Program Plan and Budget 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 10:00 AM.

All board members are present except Colonel Mark McDonough from the Department of Public Safety, Ted Wynn from Bulloch County, Michael Wall from Comcast, and Chief Billy Grogan from the City of Dunwoody.

Chairperson Greathouse thanked everyone for joining the conference call.

Roll Call

Approval of the Minutes:

The approval of the March 12, 2019 board meeting minutes has been postponed until the next in-person meeting on June 11, 2019.

Executive Director's Update

Michael Nix provided an update on the 911 fee remittances. GECA has received the detailed non-prepaid reports for January from the Department of Revenue. After the conference call, they will be processing the information and hope to distribute the reports to the local governments this week. GECA's new program manager, Ashley Larrow, will be the point of contact for the reports. On April 1st, GECA will be hiring a Finance and Grants Administrator. Her name is

LaTonya Turner and she will be handling the 1% of the funds for GECA. On April 15th, Mike Smith will start as the Deputy Director of the Authority. He comes from Covington-Newton 911.

Michael Nix welcomed the newest board member Alex Lee, a County Chairman from Lanier County.

New Business

Chairperson Cheryl Greathouse opened up the floor for new business.

Michael Nix presented the National 911 Grant Program Plan and Budget. Chad Brothers from Mission Critical Partners is on the line to answer any questions. The GIS team is also on the call. The proposed plan has three tasks. The first task is to collect, analyze, and assess data from all of the PSAPs. The second task is to work with the Geospatial Information Office (GIO) to ensure availability of the geospatial data required for NG911 implementation. The third task is to partner with the Georgia Public Safety Training Center (GPSTC) to develop and deliver NG911-specific training curriculum. The plan includes funding to provide grants to each PSAP in the State to use for training. At the next board meeting in June, Michael Nix will present the Annual Operating Budget to the Board.

Chairperson Cheryl Greathouse called for a motion to accept the National 911 Grant Plan and Budget. Sheriff Billy Hancock made a motion and Greg Whitaker seconded the motion. The motion passed unanimously.

Michael Nix asked board members to submit their committee preferences to him. He and Chairperson Cheryl Greathouse will be deciding who will be on each committee and working group.

Adjournment:

There being no further business to be brought before the Board, Chairperson Cheryl Greathouse called for a motion to adjourn. Greg Whitaker made a motion and Sheriff Billy Hancock seconded the motion. The motion passed and Chairperson Cheryl Greathouse adjourned the meeting at 10:27 AM.

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
3. National 911 Grant Program Plan and Budget Presentation

BOARD OF DIRECTORS OF THE GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

TUESDAY, MARCH 26, 2019
10:00 AM TO 12:00 PM

BOARD CONFERENCE CALL ATTENDEES

Board Members:

Cheryl Greathouse, Chairperson
Billy Hancock, Vice Chairperson
William Wright, Secretary
Lynne Riley
Greg Whitaker
Alex Lee
Peter Olson
John McDonough
Kevin Curtin
Steve Nichols

9-1-1 Advisory Panel:

John Blalock, Floyd County E-911
Jonathan Jones, Athens-Clarke Police Department
Russ Palmer, Laurens County E-911
Lynn Smith, APCO
Steve Usher, Glynn-Brunswick E-911

Others Attending:

Chad Brothers
Susan Miller

GEMA/HS Staff Members:

Michael Nix
Ashley Larrow
Bess Larson
Ashley Seay

GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

BRIAN P. KEMP
GOVERNOR



MICHAEL NIX
EXECUTIVE DIRECTOR

Board of Directors of the Georgia Emergency Communications Authority

Tuesday, March 26, 2019
10:00 – 11:00 a.m.
Conference Call

Call Information:
1-855-282-6330
Access Code: 648954276#.

Meeting Agenda*

- I. Call to Order/Opening Remarks—Chairperson Cheryl Greathouse
- II. Roll Call—Secretary William Wright
- III. Approval of March 12, 2019 Minutes—postponed until June 11, 2019 meeting
- IV. Executive Director’s Update—Michael Nix
- V. Board Presentations
 - A. None
- VI. Old Business
 - A. None
- VII. New Business
 - A. National 911 Grant Program Plan and Budget presentation

VIII. Adjourn

*Meeting Agenda is subject to change



National Telecommunications and Information
Administration (NTIA), U.S. Department of Commerce

National Highway Traffic Safety Administration (NHTSA),
U.S. Department of Transportation

911 Grant Program
NHTSA-NTIA-Grant-Program-2018

June 1, 2019 – March 31, 2022

State of Georgia Project Plan

Final

PREPARED MARCH 28, 2018
FOR
GEORGIA EMERGENCY COMMUNICATIONS AUTHORITY

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1 Introduction

The State of Georgia (State) has a long history of supporting and advancing 911 service at the state level. Beginning in 1977 with the Georgia Emergency Telephone Number 9-1-1 Service Act (the Act), the State established the Emergency Telephone Number Plan to provide guidelines for local governments for the development and implementation of 911 systems. However, in recent years the governance structure and plan have not maintained pace with technology changes and citizen needs regarding 911 service throughout the state.

Leadership within the state recognized the need to regain lost ground and take a proactive approach to improving 911 service in Georgia. As a result, the Georgia Emergency Communications Authority (GECA) was created in 2018, under HB 751, as a revision to the Act. The mission of the Georgia Emergency Communications Authority is to facilitate the effective and efficient operation of 911 and emergency communications across the state, with the vision to be the No. 1 state in the nation for innovation in training, technology, and standards for 911 and emergency communications. GECA is governed by a 15-member board that is comprised of state and local elected leaders. GECA understands the importance of continuing the advancement of 911 service throughout the state and is keenly focused on leading Georgia forward to statewide adoption of Next Generation 911 (NG911) technology.

As outlined in Step 1 of the grant process, the State reaffirms compliance with the grant eligibility criteria outlined in the Federal Register, Vol. 83, No. 150, which was published on August 3, 2018. The State has named Michael Nix, GECA executive director, as the primary contact for administration of the grant. Furthermore, the State certifies that neither it nor any other taxing district in Georgia has diverted any portion of designated 911 fees imposed by the State for any purpose other than the purposes for which such fees are collected. Continuing through the time period during which grant funds are available, the State certifies that neither it nor any other taxing district that is a recipient of 911 grant funds will divert designated 911 fees for any purpose other than the purposes for which such fees are collected.

In an effort to advance NG911 within Georgia, GECA is applying for grant funds available from the NG911 Advancement Act of 2012 for use toward the following efforts:

- Strategic NG911 readiness gap analysis and procurement
- NG911 geographic information system (GIS) data readiness gap analysis and data enhancement
- NG911 training

2 Proposed Project Overview

Recognizing the need to form a comprehensive strategy for the NG911 transition within Georgia, GECA seeks to undertake a comprehensive, data-driven approach to ensure that the operational and technology needs are addressed at the local, county, regional and state level

with the implementation of NG911. Understanding the need to establish baselines, the GECA grant project plan intends to focus the planning efforts in three key areas from which to develop a plan for the NG911 implementation: A strategic NG911 readiness gap analysis and a GIS data readiness gap analysis, and 911 Public Safety personnel training. GECA is confident that by identifying data, technology, and operational gaps at the county and public safety answering point (PSAP) level it can develop an action plan to place necessary resources and funding where needed to raise the level of support necessary to procure NG911 solutions, leading to a successful implementation of NG911 across the state.

2.1 Task #1: Strategic NG911 Readiness Gap Analysis and Procurement

GECA recognizes that to successfully achieve statewide implementation of NG911, it must have a clear understanding of the current level of NG911 readiness at the local and state level. Utilizing the TFOPA¹ NG911 Readiness Scorecard model, GECA plans to collect, analyze and assess data from all 153 PSAPs, 159 counties, and 8 regions to identify a statewide NG911 readiness level. Drawing from the collected data, GECA will have a clear understanding of the necessary actions needed to develop an achievable NG911 strategic procurement plan focused on the successful integration and seamless interoperability of NG911 systems within Georgia.

While GECA will utilize the Scorecard to understand the state's NG911 readiness, it will expand upon it to include additional areas of analysis and focus regarding the following objectives:

2.1.1 Stakeholder Engagement and Data Collection

The State seeks to educate stakeholders regarding NG911—what it is and why it benefits the PSAPs and ultimately the citizens and emergency responders they serve. GECA will utilize a statewide data survey collection instrument and stakeholder meetings to understand the current technology utilized by PSAPs and solicit feedback needed to prioritize those areas of 911 call delivery of most concern. These meetings/sessions will provide the foundation for determining the necessary next steps that will be integrated into the NG911 procurement planning. As the plan is formulated and work begins on the NG911 implementation, engagement continues to keep stakeholders aware of progress, risks and mitigation plans.

2.1.2 PSAP Technology and Operational Gap Analysis

The technology and operational gap analysis will include a review of the existing 911 call-handling, call-routing and call-location solutions utilized in PSAPs across the state. Some PSAPs may have upgraded in recent years and it will be important to determine how many have NG911-capable equipment. The gap analysis will verify the use of any Next Generation Core Services (NGCS) elements that may be provided as part of ongoing local and regional upgrades. (NGCS enable PSAPs to handle emergency calls in an NG911 environment.) In addition to technology the gap analysis will focus on operational needs to support NG911

¹ Task Force on Optimal PSAP Architecture, an initiative of the Federal Communications Commission (FCC).

readiness in an effort to understand the overall need for technical and operational requirements defined in the RFP process.

2.1.3 Emergency Services Internet Protocol Network and NGCS Procurement Strategy

Upon completion of the technology and operational gap analysis, GECA will be well-positioned to identify the technical needs for the procurement of an NG911 solution that will include both an ESInet and NGCS. (An ESInet transports emergency calls to the appropriate PSAP in an NG911 environment. The technical needs are as follows:

- ESInet implementation
- NGCS implementation
- Call routing and location
- Geospatial Information
- PSAP call-handling system and applications
- Security
- Operations
- Optional interfaces such as Additional Data Repositories and ASAP to PSAP

The initiative will provide the State with a gap analysis that will be used to build a plan that identifies immediate, intermediate and long-term goals and tasks necessary for a successful RFP and procurement activities leading to deployment of NG911 across Georgia.

2.2 Task #2: NG911 GIS Data Readiness and Enhancement for Spatial Interface

GIS and geospatial data are the foundation upon which NG911 calls are received and emergency personnel are routed—these functions are referred to as emergency call-routing functions (ECRF) and location validation functions (LVF), respectively. Specifically, road centerlines, site/structure address points, emergency service boundaries, provisioning boundaries and PSAP boundaries are now essential functions required to be performed in an NG911 environment. This data also supports other critical functions within a PSAP environment such as computer-aided dispatch (CAD), CAD mapping, automatic vehicle location (AVL).

With today's rapidly changing technologies and more than 70 percent of all 911 calls coming from wireless devices, location accuracy is vitally important in Georgia's 911 environment. The precision and accuracy of these datasets will improve response times and ensure that calls are routed appropriately, making them vital to the success of any NG911 implementation. The State recognizes that it does not have the data it needs to support the NG911 but is dedicated to delivering a program that will establish and maintain this data. The State also understands that a robust program needs to be in place prior to implementation/migration and focused on public-safety-grade datasets that meet the requirements for NG911.

To support this requirement, the State recently established a new Geospatial Information Office (GIO) to work hand in hand with GECA to ensure availability of the geospatial data required for

NG911 implementation. The GIO's mission is to coordinate, promote and enhance geospatial data development and standards for the State, its agencies, authorities, regions and local governments. It was established specifically to support the business activities of groups such as GECA and PSAPs in the state. The GIO will ensure cross collaboration between Georgia's 153 PSAPs, 159 counties and 530-plus cities to build and support the GIS needed to produce accurate and uniform geospatial data across the state. This in turn will support operational needs and routing functions, enabling emergency responders across the state to assist each and respond to calls through the implementation of a spatial interface (SI), a vital component of NG911 as defined by, NENA Standard for NG911 GIS Data Model (NENA-STA-006.1-2018) and NENA Next Generation United States Civic Location Data Exchange Format (CLDXF) (NENA-STA-004.1-2014).

In some cases, Georgia's city and county governments support their local PSAP with geospatial data, but in very few cases is that data being created or managed outside of a local jurisdictional boundary, i.e., a city or county. This results in data silos and a lack of data interoperability across jurisdiction lines, which will not support an NG911 environment. Due in part to the home rule governance of the State, Georgia has not focused on cross-jurisdictional coordination or planning with respect to 911 data development. That is changing, and the State is committed to ensuring that geospatial data is in alignment and consistent across the state for use in NG911 call routing.

GECA and the GIO will support the development of necessary policies, standards and processes to successfully implement a statewide geospatial database for sustaining the data for use in NG911. It is anticipated that local units of government will benefit from State capabilities and resources that provide a system to aid the management, collection, review, and collation of local GIS data into a statewide GIS dataset. The act of creating statewide data also will facilitate consensus-building among various GIS and PSAP entities across the state to resolve shared challenges, such as boundary issues. Resources made available through the GIO will support local geospatial data creation and directly benefit PSAPs. This will be especially helpful to those that currently lack the resources necessary to build, enhance and maintain their data at an appropriate frequency or quality required to support NG911.

The GIO's strategy is to engage a representative cross section of stakeholders in the planning and creation of a statewide 911 GIS program necessary to establish a functional SI. It is important for GIS, PSAP and emergency responder personnel to build long-term relationships and to understand where they have like-minded goals and objectives. All parties will benefit from a comprehensive strategy to support timely, high-quality updates to statewide GIS data that supports NG911 call routing and location determination.

The statewide 911 GIS program will focus on the following objectives for this grant:

2.2.1 GIO and Stakeholder Engagement

The State seeks to educate and engage stakeholders regarding the importance of having highly accurate, up-to-date, cross-jurisdictional geospatial data in place to enable NG911. In addition to supporting NG911 systems and staff, this data and the tools used to manage it will support additional aspects of public safety and local government functions throughout Georgia. The objective is to hold meetings that will provide the PSAP personnel, a chance to understand the needs of each entity and gain a clearer understanding of how GIS data impacts the future of 911. The input from these meetings will provide information for development of the program. In addition, the team will participate in activities to support and provide guidance to 911 and executive-level leadership throughout the state regarding geospatial needs/issues.

Ongoing stakeholder engagement through this entire planning and implementation process will be required. This engagement is an opportunity to continue to update all stakeholders regarding the status of the project, answer questions and modify plans as best practices are determined and lessons are learned.

2.2.2 NG911 Core GIS Needs GAP Analysis

The State will conduct targeted GIS and 911 geospatial data gap analysis to understand the readiness of the data for NG911 and to assess the level of effort required to move the state forward. There are 700-plus local governments in Georgia, all of which are at varying degrees of GIS abilities, ranging from very low to very high. As the creators and managers of any statewide dataset, local GIS professionals are responsible for the data core necessary to operate an NG911 system. A gap analysis of the current state of data is needed to understand what steps are necessary within each city and county to prepare their data for NG911. The gap analysis will be based on a review of existing data and business processes for a representative subset of jurisdictions, from the creation of an address through its ingestion into an NG911 system, including its long-term maintenance.

2.2.3 NG911 Core GIS Data Strategy Development

The information gathered through stakeholder engagements and the gap analysis will provide the State with the necessary information to prepare a comprehensive strategy for developing a 911 GIS program that encompasses standards, processes, and tools needed to place the plan into action.

Uniformity and timeliness of data updates are important for the data to be usable for NG911 call routing. Data requirements will be created with stakeholder input and standards developed to ensure that data is managed consistently across the state. NG911 providers will have expectations as to how the data is presented for use in NG911 and having consistent data across the state will ease the transition.

The State will enable collaboration on the development of critical data, which will be facilitated by all activities within this effort. As data is readied for collection at a state level, the group will

architect data maintenance workflows and business practices to ensure consistency across Georgia.

2.2.4 NG911 Core Data Technology Support

The State will identify enterprise GIS software tools necessary for local units of government to continuously federate/merge their GIS data into the State database and maintain it to the levels defined in the established standards for NG911 GIS data. These tools will require training for the local government personnel (e.g., those creating addresses like clerks and assessors, as well as GIS and PSAP staff).

2.3 Task #3: NG911 Training

GECA understands that the NG911 transition is about more than just technology; it also must involve the education of public safety professionals who will be required to operate and maintain data and systems to support optimal operating environments necessary to deliver NG911 services to the public.

As the State begins the process of planning and implementing strategies necessary for NG911, GECA will partner with the Georgia Public Safety Training Center (GPSTC) to develop and deliver NG911-specific training curriculum for public safety leaders and PSAP telecommunicators (call-takers and dispatchers) focused on technology, operations, and governance needed to support NG911. This curriculum will be based on the Recommended Minimum Training Guidelines for Telecommunicators facilitated by the National 911 Program in 2016.

GPSTC will provide course content and facilitation of the following courses to be made available to directors and telecommunicators across the state. GPSTC will employ Occupational Analysis to develop the curriculum which leverages a combination of hybrid task analysis, storyboarding, and DACUM (Developing A Curriculum) methods to build the blocks of instruction which will include the following deliverables:

- Lesson plans
- Instructional materials
- Student materials
- Supporting audio/visual aids
- Test instruments
- Additional resources

GPSTC will use this methodology to create the following blocks of instruction:

1. 911 Directors academy
2. Public Safety Telecommunicators NG911 Training

The 911 Directors Academy will be a five-day on-site training course focused on providing best practices, and tools to 911 PSAP Directors to enhance their skills and aptitude for operating a PSAP in today and the future.

The Public Safety Telecommunicators NG911 Training courses are intended to prepare frontline resources on specific topics related to NG911 in the preparation for operating in the new environment. These targeted courses will be delivered in an online, in-service training format in two-hour blocks of instruction meant to enhance the basic training course already mandated by state law for all telecommunicators. The courses outlined for this portion of the training are as follows:

- Introduction to NG911
- Cybersecurity: Protecting 911 Inside and Out
- Emotional Wellness in a NG911 Environment

In addition to the training curriculum developed by GPSTC, local agencies will be provided with block grant funding, to be administered by GECA, to assist in allowing maximum participation in NG911-focused training for local PSAP leadership and telecommunicators across the state.

3 Metrics

Project milestones and metrics are valuable in keeping the State and the local agencies on task and accountable to elected officials, the GECA board, stakeholders and each other. They provide guidelines to which the State and local jurisdictions can manage their activities. This ability is important in multi-year projects that span more than one budget cycle. Undertaking the efforts outlined in the project plan will provide a path for Georgia stakeholders to take tangible steps toward implementing NG911.

The project milestones for the strategic NG911 readiness gap analysis and procurement project are identified in the table below:

Table 1: Project Milestones

Task Milestones	Measurements/Metric	Timeline (Years)
1. Stakeholder Engagement		
Statewide Data Collection	Regional meetings scheduled and attended Individual PSAP Data Collection	1
Communications plan	Quarterly reports statewide on progress	2
2. PSAP Technology and Operational Gap Analysis		

Task Milestones	Measurements/Metric	Timeline (Years)
TFOPA elements: call routing and location	Statewide gap analysis of NG911 readiness	1, 2
PSAP call handling	Statewide gap analysis of NG911 readiness	1, 2
Security/backup/resiliency	Statewide gap analysis of NG911 readiness	1, 2
Network	Statewide gap analysis of NG911 readiness	1, 2
GIS/Mapping	Statewide gap analysis of NG911 readiness	1, 2
CAD/MIS ² /call recording/logging	Statewide gap analysis of NG911 readiness	1, 2
Text to 911	Statewide gap analysis of NG911 readiness	1, 2
3. ESInet and NGCS Procurement Strategy		
State procurement environment analysis	Identifying procurement strategy and agency	1, 2
Procurement strategy options	Develop RFP	1, 2

² Management information system.

The project milestones for the GIS initiative are detailed in the table below:

Table 2: GIS Milestones

Task Milestones	Measurements/Metric	Timeline (Years)
1. GIO and Stakeholder Engagement		
Meetings with GECA	Documentation of meetings being held	1, 2, 3
Meetings with 911 and GIS stakeholders across the state	Stakeholder feedback documentation; selection of the sample jurisdictions	1, 2, 3
Executive-level leadership meetings	Stakeholder feedback documentation	1, 2, 3
2. GIS Needs Gap Analysis		
Data resource/availability inventory	Inventory documentation	1
Current State "health check" regarding available data	Findings documentation	1
Analysis of data quality, completeness, accuracy, ability to meet timelines, and consistency	Data analysis documentation	2
Quality assurance (QA) plan development ("cradle-to-grave" workflows necessary for data creation)	QA plan documentation	2
Translation of core data to established standard	Core data migrated to standard model	2
3. NG911 Core GIS Data Strategy Development		
Development of "architypes"	Classification and cost estimates for data preparation per Georgia "architype"	2, 3

Task Milestones	Measurements/Metric	Timeline (Years)
Evaluation and determination of the appropriate standards for Georgia	Working standard documentation for Georgia GIS pertaining to the core datasets	2, 3
Development of the draft strategic plan for core data	Working draft strategic plan	2, 3
4. NG911 Core Data Technology Support		
Evaluation and architectural design of a federated data management system for data collaboration and distribution	Documentation of recommendations for federated environment	2, 3

The project milestones for NG911-related training are identified in the table below:

Table 3: NG911 Training Milestones

Task Milestones	Measurements/Metric	Timeline (Years)
1. NG911 Training Curriculum		
Develop course curriculum	Develop and/or source training blocks for Directors Academy, NG911, and cybersecurity	1
2. NG911 Training Courses		
Execute course curriculum	50% of PSAP Leadership in attendance	2, 3
3. NG911 Training Block Grants		
Provide funding for local, state, or national training	75% of PSAPs awarded funding	1,2, 3

4 Coordination

GECA has taken steps to coordinate the grant application strategy with local government officials. GECA met with members of the GECA board and the public safety associations and groups such as

the Georgia Sheriffs' Association, Georgia Association of Chiefs of Police and the Emergency Management Association of Georgia. GECA also presented its intent to apply for the grant at the state NENA and APCO conferences representing the 153 PSAPs in the state. GECA's executive director also met with members from each of the eight GECA regions.

Throughout the life of the project GECA will provide consistent stakeholder updates through board meetings and a formal communications plan that includes but is not limited to newsletters, website updates, conferences, and regional coordination and planning meetings.

5 Use of Funds

GECA affirms that 90 percent of funds issued under the federal grant program will go directly to the benefit of the 153 PSAPs in the state for the purposes of offsetting costs associated with enhancing GIS data so that it can be used in an NG911 environment. No more than 10 percent of awarded grant funds will be used for administration of the grant project, to include consulting or direct program costs such as project management and accounting support. Funding associated with the grant project will provide significant benefit to the PSAPs in the state to support the NG911 transition, particularly in more rural areas that historically have less funds to support major project initiatives. Without the additional federal funding provided by this grant many of these agencies would experience a prolonged transition to NG911.

6 Integrated Telecommunication Services

The State and GECA encourage the participation of telecommunications service providers—e.g., incumbent local exchange carriers (ILECs), competitive local exchange carriers (CLECs) and 911 and NG911 system service providers—in planning efforts. GECA recognizes that these entities are vital to ensuring that adequate service is available across the state, and their involvement is necessary to properly plan for the NG911 transition.

GECA includes two board member positions for Industry partners to ensure awareness between telecommunications providers and public safety leadership. In addition to hosting board seats, GECA regularly provides time at monthly board meetings for service providers to present to the board and attendees on subjects related to 911 service and helping to move the industry forward. Throughout the project GECA will continue to encourage and request participation from telecommunication service providers with the intent of helping the State move toward NG911.

7 Budget

Georgia Grant Project Budget			
Task	Task Budget	Federal Funds	State Match

Georgia Grant Project Budget

Task 1: Strategic NG911 readiness gap analysis and procurement

Stakeholder Engagement and Data Collection	\$124,195.00	\$74,518.00	\$49,678.00
PSAP Technology and Operational Gap Analysis	\$157,232.00	\$94,339.00	\$62,893.00
Emergency Services Internet Protocol Network and NGCS Procurement Strategy	\$288,573.00	\$173,144.00	\$115,429.00
Total:	\$570,000.00	\$342,000.00	\$228,000.00

Task 2: NG911 GIS data readiness and enhancement for spatial interface

GIO and Stakeholder Engagement	\$176,000.00	\$105,600.00	\$70,400.33
NG911 Core GIS Needs GAP Analysis	\$1,228,275.00	\$736,965.00	\$491,310.00
NG911 Core GIS Data Strategy Development	\$594,000.00	\$356,400.00	\$237,600.00
NG911 Core Data Technology Support	\$626,825.00	\$376,095.00	\$250,730.00
Total:	\$2,625,100.00	\$1,575,060.00	\$1,050,040.33

Task 3: NG911 training

Directors Academy Course Curriculum	\$172,570.00	\$103,542.00	\$69,028.00
Directors Academy Course Execution	\$34,392.00	\$20,635.00	\$13,757.00
Public Safety Telecommunicator NG911 Training	\$39,362.00	\$23,617.00	\$15,745.00
PSAP Grants for Training	\$2,550,000.00	\$1,530,000.00	\$1,020,000.00
Total:	\$2,796,325.00	\$1,677,795.00	\$1,118,593.00
Administrative Overhead	\$665,714.00	\$399,428.00	\$266,286.00

Georgia Grant Project Budget			
Total:	\$6,657,138.33	\$3,994,283.00	\$2,662,855.33

Georgia State (GECA) - Detailed Budget Justification

Implementation of Georgia’s Emergency Communication Authority (GECA) Grant Program (NG911) will require allocation of funds in two broad categories: personal services and planning activities. The three years’ budget for this effort consists of **a total of \$6,657,138 of which \$3,994,283 is Federal, and \$2,662,855.00 is non-Federal cash and In-kind match.** Please see attached spreadsheet titled “Detailed Budget Spreadsheet Georgia State – NHTSA/NG911” for cost breakdowns.

Personnel-

Implementation of the NG911 will require contributions by the Georgia Emergency Communication Authority (GECA) personnel headquartered in the Georgia Emergency Management Agency/Homeland Security, the state agency responsible for statewide public safety communications, with a three years’ budget of **\$205,500 in salary All Federal, and \$163,482 Non-federal.**

- Executive Director of (GECA) - Will spend 40% of his time coordinating with the 911 community and explore impacts and plan integration of the NG911 into the current 911 environments. Will be plan and running the meetings to accomplish Task 1 and 3 and planning and attending meetings to accomplish Task 2. **Three years’ budget of \$130,482 Non- federal.**
- Deputy Director (GECA) - Will devote 36% of his assisting the GECA Executive Director in coordinating with the 911 community and explore impacts on plan integration of NG911 into the current 911 environments. Will assist in site visits for operations and technology base assessments. He will also be processing and analyzing data collected from base assessment. **Three years’ Budget of \$108,000 all Federal.**
- Program Manager (GECA) - will devote 36% of time performing administrative grant functions for the program. This individual will assure compliance to grant terms and conditions, track expenditures, and track match. Will also prepare internal and external programmatic reports to ensure grant timeline is followed. **Three years’ budget of \$54,000, all Federal.**
- Finance Grants Administrator- will spend 25% of her time writing, interpreting and executing State and Federal financial reports related to the NG911 grant funds. Will serve as the liaison to NTIA/NHTSA for quarterly reports. **Three years; budget of \$43,500 all Federal.**
- GEMA/HS Legal Counsel- will spend 10% of his time serving as the NG911 legal reviewer, handle records requests, and provider legal Counsel and review and contracts needed to accomplish Tasks 1,2, and 3. **Three years’ budget of \$33,000, non-Federal.**

Fringe Benefits

Fringe Benefits calculations for three years for the above listed positions are shown in this section. Benefits include FICA & Medicare (7.65%), Health Insurance (30.454%), and Retirement (24.78%). Calculations are shown in proportion the anticipated time each position will spend on eligible NG911 activities. The fringe benefit is calculated at 62.884% of salary. Three years’ total for all fringe is **\$129,227 Federal, \$102,804 Non-Federal.**

- Executive Director: **\$102,804 all non-Federal.**
- Deputy Director: **\$67,915 all Federal,**
- Program Manager: **\$33,957 all Federal.**
- Finance Grants Administrator: **\$27,355 all Federal.**
- GEMA/HS Legal Counsel: **\$20,752 non-Federal.**

Travel

A three years' travel budget of **\$42,048 (all Federal)** is required for the cost of GECA personnel to attend APCO International, and NENA Annual Conference, and NENA Standards and Best Practices Conferences; and travel to various 911 centers to discuss NG911 transition and GIS plan creation. Breakdown is as follows:

- Travel for 2 GECA personnel to attend upcoming APCO and NENA conference and NENA Standards and Best practice. **\$27,948 all Federal.**
- Funds for Site assessments and Technical Assistance Visits – 2 GECA employees visiting various 911 centers to discuss NG911 Transition and GIS plan creation. Includes lodging, transportation and per diem. Two days per diem at \$56 per day and one-night hotel at \$123 per night (\$56+\$56+\$123= \$235) 60 visits for the three year's period. **\$14,100 all Federal.**

Supplies

A three yeas' budget of **\$22,653 All Federal** is required to purchase telecommunication equipment to manage the program, computers, a printer, office supplies as well as office furniture to support the program in Georgia.

Contractual Services

A three years' budget of **\$5,991,425** is required to accomplished Task 1, 2, and 3 which will be contracted for the three years.

- The Georgia Department of Community Affairs' Geospatial Information Office state agency will provide services for:
NG911 geographic information system (GIS) data readiness gap analysis and data enhancement for Spatial interface.
- Strategic NG911 readiness gap analysis and procurement – GECA /consultants
- NG911 training – will be coordinated with GEMA/HS Training Center Office/Georgia Public Safety Training Center (GPSTC).

\$3,594,855 all Federal, \$1,278,040 non-Federal and \$1,118,531 In-kind

Match-

GECA will use a mix of State appropriation and Revenue Funds and in-kind funds (volunteer hours based at 2018 FEMA recommended rate for training match for the in-kind match portion) and Square footage of space occupied at GEMA/HS Headquarters.

State Match	Cash	In-Kind
Task 1: Strategic NG911 readiness gap analysis and procurement	X	

Task 2: NG911 GIS data readiness and enhancement for spatial interface	X	
Task 3: NG911 training		X
Administrative Overhead	X	

Appendix A:

Appendix A to Part 400 –
Initial Certification for 911 Grant Applicants – States

- I. On behalf of Georgia, I, Michael Nix, hereby certify that:
- Georgia has established by law or regulation the Georgia Emergency Communications Authority with the authority to manage 911 services in the State, and I am its representative. See O.C.G.A. § 38-3-182 and 38-3-183. Michael Nix will serve as the designated 911 Coordinator.
 - The State has coordinated the application with local governments and PSAPs within the State.
 - The State has established a State 911 Plan, consistent with the implementing regulations for the coordination and implementation of 911 services, E-911 services, and Next Generation 911 services.
 - The state will ensure that at least 90 percent of grant funds are used for the direct benefit of PSAPs.
 - The State has integrated telecommunications services involved in the implementation and delivery of 911 services, E-911 services, and Next Generation 911 services.

- II. I further certify that the State has not diverted and will not divert any portion of designated 911 charges imposed by the State for any purpose other than the purposes for which such charges are designated or presented from the time period 180 days preceding the date of the application and continuing through the time period during which grant funds are available.

I further certify that no taxing jurisdiction in the State that will receive 911 grant funds has diverted any portion of the designated charges for any purpose other than the purposes for which such charges are designated or presented from the time period 180 days preceding the date of the application.

I further certify that the State will ensure that each taxing jurisdiction in the State that receives 911 grant funds does not divert any portion of designated 911 charges imposed by the taxing jurisdiction for any purpose other than the purposes for which such charges are designated during the time period which grant funds are available.

I agree that, as a condition of receipt of the grant, the State will return all grant funds if the State obligates or expends, at any time for the full duration of this grant designated 911 charges for any purpose other than the purposes for which such charges are designated or presented, eliminates such charges, or redesignates such charges for purposes other than the implementation or operation of 911 services, E-911 services, or Next Generation 911 services, and that if a taxing jurisdiction in the State that receives 911 grant funds diverts any portion of designated 911 charges imposed by the taxing jurisdiction for

any purpose other than the purposes for which such charges are designated during the time period which grant funds are available, the State will ensure that 911 grant funds distributed to that taxing jurisdiction are returned.

- III. I further certify that the State will comply with all applicable laws and regulations and financial and programmatic requirements for Federal Grants.

Michael Nip

Signature of State 911 Coordinator

GECA Exec. Director

Title

3/28/2019

Date