



## Department of Public Safety and Correctional Services

### Maryland 9-1-1 Board

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### MINUTES

**Public Session – November 19, 2020**

#### **BOARD MEMBERS IN ATTENDANCE**

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Anthony Myers, Public Service Commission	Anna Sierra, Small County
William Frazier, MENA	Susan Greentree, APCO
Steve Souder, Public-At-Large	Richard Berg, MIEMSS
Colton O' Donoghue, Jr., Phone Utility	Major Tawn Gregory, MD State Police
Julia Fischer, GIS	John Markey, Emergency Management
Major Peter Lazich, Police Services	Al Kirchner, Public-At-Large
Capt. Scott Brillman, Emergency Management	Randy Cunningham, Large County

#### **OFFICE OF THE EXECUTIVE DIRECTOR IN ATTENDANCE**

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Scott Roper, Executive Director

#### **BOARD MEMBERS NOT IN ATTENDANCE**

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Bryan Ebling, Volunteer Fire Service

#### **GUESTS IN ATTENDANCE**

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Walt Puller, Verizon	Paula Robinson, Cecil County
Josh Jack, Mission Critical Partners	Ross Coates, Harford County
Charleigh Holtermann, Seculore Solutions	Drew Fiorelli, Datamark
Dan Heilman, Carousel Industries	Gary Powell, Somerset County
Senator Cheryl Kagan	Stacy Clas, Calvert County
Walt Kaplan, Rapid Deploy	Justin Orndorff, Garrett County
Jeff Nelson, Russ Bassett	

#### **OPENING**

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Chairman Myers called the Public Session to order at 10:04 AM on Thursday, November 19, 2020, via conference bridge. Chairman Myers noted that the meeting is being live-streamed and recorded. A rollcall of participants was held, and a quorum was confirmed. Chairman Myers informed the meeting attendees that the Board will hold a retreat in January to discuss multiple items. A call was held earlier with a small group to discuss the agenda. Each Board member was requested to submit at least three discussion items. PSAP directors will also be surveyed for topics. There is

no guarantee that these topics will be discussed on that day, as some issues may require a different forum. Chairman Myers then recognized Senator Cheryl Kagan, who provided remarks concerning the Commission to Advance Next Generation 9-1-1 Across Maryland.

#### **APPROVAL OF MINUTES**

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The Board reviewed the minutes for the Public Session meeting held on October 29, 2020.

**Mr. Frazier made a motion to approve the minutes for October 29, 2020, as amended. Mr. Markey seconded the motion. All were in favor and the motion carried.**

#### **FISCAL REPORT – SCOTT ROPER**

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Mr. Roper advised the Board that the 9-1-1 Board total FY 21 award expenditures as of 11/19/2020 are \$18,222,226.80. The Board's FY 2020 unencumbered carry-over is \$17,772,083.11, and its estimated collections are \$10,094,549.91. The Board's FY 21 Trust Fund cash balance as of 11/19/2020 is \$9,644,406.22.

#### **EXECUTIVE DIRECTOR'S REPORT – SCOTT ROPER**

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Mr. Roper updated the Board on the implementation of the changes required by legislation. Mr. Roper stated the county PSAP inspection process is underway, with 21 of 24 PSAPs completed. It is a modified inspection being done by teleconference to avoid any issues with COVID-19 and to conform with the Governor's "safer at home" requirements.

Mr. Roper provided comments about the 40<sup>th</sup> anniversary in 9-1-1 for 9-1-1 Supervisor Sharonlyn Kaczynski of Baltimore City. Captain Brillman also provided comments.

#### **SUBCOMMITTEE REPORTS**

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##### **Policy and Standards Subcommittee – Steve Souder**

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The Policy and Standards Subcommittee continues to meet twice monthly to implement the Board's legislative requirements.

The Policy and Standards Subcommittee made a recommendation to allow the Office of the Executive Director to approve the following items, as delegated by the Board: Emergency Dispatch Protocol Systems maintenance, Emergency Dispatch Protocol System licenses, and Emergency Dispatch Protocol Systems backup tablets. **Mr. Souder made a motion to adopt the recommendation. Ms. Fischer seconded the motion. All were in favor and the motion carried.** Chairman Myers requested a brief written synopsis of the recommendation for the Board's records.

##### **Training and Exercises – Bryan Ebling**

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Mr. Roper provided a report on behalf of Mr. Ebling. The subcommittee has met to prioritize its efforts, and to match Commission to Advance Next Generation 9-1-1 recommendations, as well as APCO, NENA and NFPA standards to existing requirements in the Code of Maryland Regulations (COMAR), and to supplement COMAR where needed.

## **Cybersecurity – Randall Cunningham**

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The subcommittee met to discuss the following: reporting requirements of a cybersecurity attack, standards for equipment and best practices and ESInet requirements. The subcommittee anticipates reporting its efforts to the Board at next month's meeting.

## **GIS – Julia Fischer**

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Ms. Fischer reports that the GIS recommendations made during commission meeting have been adopted. PSAP and provisional boundaries are in draft form and available for download from a hub site, which will be up in next few days. GIS collective purchasing is under consideration by DoIT for economies of scale for cost reduction and cost sharing.

## **Technology Subcommittee – James Hamilton**

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Mr. James Hamilton of Worcester County has been named as the new chair of the Technology Subcommittee. Mr. Jack will be setting up a meeting schedule and engaging members to join the subcommittee.

## **Verizon Update – Walt Puller**

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No outages to report. Verizon is working with counties on P.01 counts for NG911 providers. No changes to Verizon's operational status, and Verizon will continue to work remotely through the end of the year.

## **MACo Emergency Communications Committee (ECC) – Ross Coates**

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Mr. Coates provided updates for COVID-19 preparedness, including remote call taking and cloud-based call taking solutions. Mr. Coates also provided updates to staffing issues being discussed in the ECC. Board members made comments about the importance of staffing for the public, and the opportunities to add staffing due to funding increases.

Chairman Myers took the opportunity to discuss outage reporting, and that the Board should revisit and make updates as needed. This Board, through its Policy and Standards Subcommittee, should work cooperatively with the MACo ECC and the Metropolitan Washington Council of Governments' Communications Managers' group.

## **CURRENT PROJECTS FOR VOTING CONSIDERATION**

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Chairman Myers announced at the onset of funding consideration that the counties will be called upon to provide the Board with updates for the enforcement of Kari's Law. The summary of those updates is provided at the end of this section.

Funding request for Project 21-119 in the amount of \$61,188.47 for Somerset County's Phone System – Relocation and Additional Position was made by Gary Powell.

**Mr. Souder moved to fund up to of \$61,188.47 for Somerset County's Phone System – Relocation and Additional Position. Mr. Markey seconded the motion. All were in favor and the motion carried.**

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Funding request for Project 21-120 in the amount of \$65,461.75 for Somerset County's 9-1-1 Console Furniture was made by Gary Powell.

**Mr. Markey moved to fund up to \$65,461.75 for Somerset County's 9-1-1 Console Furniture. Ms. Greentree seconded the motion. All were in favor and the motion carried.**

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Funding request for Project 21-123 in the amount of \$13,500.00 for Somerset County's Maintenance – Recurring Network Charges was made by Gary Powell.

**Ms. Sierra moved to fund up to \$13,500.00 for Somerset County's Maintenance – Recurring Network Charges. Captain Brillman seconded the motion. All were in favor and the motion carried.**

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Funding request for Project 21-126 in the amount of \$38,826.00 for Calvert County's Emergency Dispatch Protocol Systems Quality Assurance Reviews was made by Stacy Clas.

**Ms. Greentree moved to fund up to \$38,826.00 for Calvert County's Emergency Dispatch Protocol Systems Quality Assurance Reviews. Mr. Souder seconded the motion. All were in favor and the motion carried.**

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Funding request for Project 21-131 in the amount of \$92,433.75 for Garrett County's 9-1-1 Console Furniture for its new backup PSAP was made by Justin Orendorff. Jeff Nelson was available to answer questions.

**Mr. Berg moved to fund up to \$92,433.75 for Garrett County's 9-1-1 Console Furniture for its new backup PSAP. Mr. Souder seconded the motion. All were in favor and the motion carried.**

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Funding request for Project 21-127 in the amount of \$42,336.00 for Cecil County's Emergency Dispatch Protocol Systems Quality Assurance Reviews was made by Paula Robinson.

**Captain Brillman moved to fund up to \$42,336.00 for Cecil County's Emergency Dispatch Protocol Systems Quality Assurance Reviews. Mr. Cunningham seconded the motion. All were in favor and the motion carried.**

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**Updates to Kari's Law Enforcement by County:**

- Somerset: working to develop ordinance;
- Calvert: waiting for commissioners to update code;
- Cecil: determining best means of enforcement; and
- Garrett: working on legislation to put in place.

**PROJECT EXTENSIONS – REQUIRING BOARD APPROVAL**

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- None for this month

**PROJECT EXTENSIONS – APPROVED BY THE OFFICE OF THE EXECUTIVE DIRECTOR**

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- Wicomico County      20-126 (GIS Software)      January 2022

**PROJECTS FOR DE-OBLIGATION**

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- St. Mary's County      20-053 (Public Education)      \$134.25
- Harford County      21-060 (Text-to-911 Service)      \$4,231.00
- Charles County      21-129 (Training – ETC-I Certification)      \$1,575.00

**Mr. Frazier made a motion to de-obligate \$5,940.25 from the listed projects. Ms. Sierra seconded the motion. All were in favor and the motion carried.**

**PROJECTS APPROVED BY THE OFFICE OF THE EXECUTIVE DIRECTOR**

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Under authority granted by the Board, the Executive Director approved the following projects that have met all guidelines established by the Board:

➤ Worcester County	21-121 (Training – NENA PSAP Supervisor)	\$2,200.00
➤ Worcester County	21-122 (Training – ETC-I Certification)	\$2,100.00
➤ Montgomery County	21-125 (Headsets)	\$2,721.70
➤ Charles County	21-047 (Protocols – QA Training)	\$3,300.00
➤ St. Mary’s County	21-128 (Training – APCO CTO Course)	\$439.00
➤ Garrett County	21-130 (Chairs - 6)	\$11,205.72
➤ Prince George’s County	21-134 (ETC Manuals - 3)	\$135.00

**ADDITIONAL INFORMATION**

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Mr. Frazier made a motion to adjourn the meeting. Ms. Greentree seconded the motion. All were in favor and the motion carried. The meeting adjourned at 12:03 PM.



Anthony Myers, Chairman  
Emergency Number Systems Board