

**Advisory Committee for 9-1-1 Service Oversight  
Quarterly Meeting Minutes  
September 20, 2011**

**Call to Order**

Paul Fennewald welcomed the members and other attendees to the meeting, which is being held today in conjunction with the MO APCO Training Symposium at Camden on the Lake at Lake Ozark.

**Roll Call**

Paul Fennewald made the roll call for the committee members and declared there were enough members for a quorum. Present were Paul Fennewald, representing the Chair John Britt; Becky Jungmann; Debra Stenger; Elizabeth Pierson; James Person; Mike Hall; and Rodney Herring. Participating by Adobe Connect Webinar and telephone were Terry Jarrett, Alan Wells and Mark Head.

**Approval of Agenda**

Rodney Herring moved to approve the meeting agenda. It was seconded by Becky Jungmann and was APPROVED BY ALL.

**Approval of Minutes of Last Meeting**

Jim Person made a motion to approve the June 28, 2011 minutes. It was seconded by Elizabeth Pierson and was APPROVED BY ALL.

**Training Course Requests**

Jim Person and Becky Jungmann have reviewed the 33 training course requests. Rodney Herring made the motion to recommend approval for the Director of the Department of Public Safety. The motion was seconded by Mike Hall and was APPROVED BY ALL.

**9-1-1 Training Administrative Rules**

Andrea Spillars, Deputy Director and General Counsel of the Department of Public Safety, provided an update on the rules. As an agency, we must have statutory authority to enforce the rules. We have reviewed the rules and have provided the committee copies with the areas highlighted that needed more clarity or were removed. A copy is attached.

Jim Person made the motion to approve the proposed training rules with the recommended changes and for the Deputy Director to promulgate to the Secretary of State's Office. Elizabeth Pearson seconded the motion and it was APPROVED BY A ROLL CALL VOTE.

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**HSIN Portal Demonstration**

Paul Fennewald provided a brief description of HSIN. This is a federal Homeland Security Information Network available for no cost to us. We have started using the HSIN Connect tool in place of the Adobe Connect meeting tool. Workspaces have been added for communities of interest, such as 9-1-1. These workspaces allow you to add documents. We are requesting our 9-1-1 course providers to submit their applications in this portal.

Sara Buyak provided a demonstration of the 9-1-1 Course Submissions portal. Terms and conditions have been added to the courses so we do not have to mail course certificate numbers for the approved courses. The form also includes a digitized signature. More improvement will be added to HSIN next year. The HSIN Request Access Form can be found on the Homeland Security website [www.dps.mo.gov/dir/programs/OHS](http://www.dps.mo.gov/dir/programs/OHS).

Paul asked the committee if there was any opposition to using the HSIN 9-1-1 portal. Since there was no opposition, we will continue making improvements.

**Technical Subcommittee Report**

The technical subcommittee did not have anything to report.

**Education Outreach Committee Report**

Mike Hall reported that the 9-1-1 booth at the State Fair was a great education resource.

**Legislative Subcommittee Report**

Steve Hoskins reports work is continuing with MOAPCO & MONENA on 9-1-1 funding. The discussions between wireless and landline are better than ever before. The legislators have a better understanding of the issue and we are more optimistic for the next legislative session. Stakeholders are continuing to provide information.

**APCO Report**

APCO reportedly is very pleased with the joint efforts for bringing 9-1-1 problems to the attention of the legislature, and the current efforts to find a legislative fix for the funding challenges.

**MONENA Report**

The MONENA Conference will be held June 18-21, 2012 at Tan-Tar-A, and will be hosting the Advisory Committee for 9-1-1 Service Oversight meeting that week.

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**9-1-1 Support/Response to the Joplin Tornado**

Elizabeth Pierson handed out the after action report, which will be discussed later today in the conference sessions. It was a great experience and much was learned. We have come up with some documents to use in the future. Mutual Aid will be added to the agenda for the next meeting and will be added to the Strategic Plan.

**Status of Vacant 9-1-1 Committee Positions**

These positions must be approved the Legislature. The next legislative session will be in January 2012. We will discuss this more in the December meeting.

**Any Old Business**

The MAC Survey will be added to the portal.

The Strategic Plan will only be updated yearly. The next update will be in January 2012.

Thanks to the MO Association of Counties for completing the survey.

**Open to New Business**

There was no new business to discuss.

**Open to Audience for Discussion**

There were none.

**Set Next Meeting**

The next meeting will be held in Jefferson City on December 13 at 1 p.m.

**Adjournment**

Motion to Adjourn was made by Mike Hall and seconded by Rodney Herring, and was  
ACCEPTED BY ALL