

**Advisory Committee for 9-1-1 Service Oversight
Quarterly Meeting Minutes
September 21, 2010, 1:00 PM**

DRAFT

Members: Paul Fennewald, Acting Chair; Mark Head; Michael Hall; James Person; Terry Jarrett; Debra Poleos-Stenger; Rodney Herring; Alan Wells; Elizabeth Pierson; Becky Jungmann
Present through Adobe Connect, Betty Knight

Visitors: Becky Covington– Office of Homeland Security Grants and Training
Sonny Saxton – St. Johns EMS
Tom McCormack – St. Louis County Police Dept.
J.R. Webb – Greene County 9-1-1
R C Roark – Western MO 9-1-1
Udell F Mentola - Christian County 9-1-1
Keith Faddis - MARC
Bradley Barton – Washington County 9-1-1
Paul Anderson – East Central Dispatch
Les Dotson – Chariton County 9-1-1
Ruth Ann Dickerson – Cape Girardeau County Sheriff’s Office
Curtis McGee – Century Link
Betty Reynolds – Century Link
Steve Roach – SCCSD
Tom McCormack – St. Louis County PD
Matthew Jackson – WCCD 9-1-1
Bonnie Witt-Schulte – Monett PD
Cheryl Konarski – Dade County 9-1-1
Robin Tieman – Cass County 9-1-1
Mike Snowder – St. Charles County
Susan Canfield – Benton County 9-1-1
Stephanie Helton – Gasconade County 9-1-1
Dawn Kneib – St. Joseph PD
Todd Karl – AT&T
Paula Volkmer – Rolla PD
Joe Bright – Dallas County 9-1-1
Saralyn Hayes – MARC
Joseph N. King – Platte County Sheriff’s Office
James T. Brafford – Raytown Police Dept.
Stacie Snider – Saline County E9-1-1
Shayla McPeters – St. Charles City PD
Lisa Schlottech – Gasconade County 9-1-1

Call to Order

- Paul Fennewald called the meeting to order at the Capitol Plaza Hotel, Jefferson City, MO, at 1:00 PM.

Roll Call of Members

- Mr. Fennewald called roll of the committee members and declared there were enough members present for a quorum.
- Mr. Fennewald welcomed the members and guests.

Approve Agenda

- Elizabeth Pierson moved to approve September 21, 2010 meeting agenda; seconded by Mark Head, all were in favor.

Approve Last Meeting Minutes

- Terry Jarrett moved to approve the June 29, 2010 minutes; seconded by Rodney Herring, all were in favor.

Old Business

- Legislative Subcommittee Report (Chairs: Rick Ennis–Mike Hall)
 - Mr. Hall reported that the subcommittee had not yet officially met.
 - He further reported that the Governor had just signed the Sales Tax for Counties bill.
- Professional Standards Subcommittee Report (Chairs: James Person–Becky Jungmann)
 - Chief Person reported that the new rules are still pending final approval and that no movement has taken place to send them on to the Secretary of State's office. Mr. Fennewald stated that the DPS leadership was aware of the importance of the proposed rule changes and they have been trying to get them moved forward.
 - Chief Person recommended six new training courses to certify. Elizabeth Pierson moved to certify the courses; seconded by Mike Hall; all were in favor.
- Technical Subcommittee Report (Chairs: Elizabeth Pierson-Mark Head)
 - Ms. Pierson stated that she had produced a document that outlines the tasks the subcommittee will try and address (see attached).
 - Ms. Pierson asked Mr. Fennewald if he could send her a copy of the Kimball Report; he agreed to do so.
 - Ms. Pierson explained that the Office of Administration website used to contain a considerable amount of helpful information for the PSAPs. She asked if that same information could be placed in the new DPS website. She also asked where the subcommittee documents should be kept.
 - Mr. Fennewald stated that there should be a separate webpage for each subcommittee to access and used to store documents. He advised that the website

is still being developed and hopes it will be almost complete by the next quarterly meeting.

- Education/Outreach Subcommittee Report (Chairs: Betty Knight-TBD)
 - No official report presented.
- Legislative Updates
 - No official report presented.
- 9-1-1 Directors' Assoc. Report
 - Ms. Lisa Schlottech, President of the association stated that she would send a written report at a later date (see attachment).
- MOAPCO Report
 - Mr. Paul Anderson reported that they are working with the Municipal League and other Stakeholders in order to obtain information that can be used during the legislative session.
- MONENA Report
 - Mr. Mike Hall reported that MONENA had a booth at the Missouri State fair and they were able to conduct an informal survey about the need to update 9-1-1. He explained that from this information sharing, they obtained over 600 signatures supporting the updates.
 - Mr. Hall explained that education is the key in getting the information out to the public.
 - He said that MONENA and MOAPCO are planning a joint conference in 2012.
 - Mr. Fennewald stated that it is important to accurately articulate the information shared with the public so that they understand what is really happening.

New Business

- Strategic Planning Update
 - Mr. Fennewald stated that the Strategic Plan finalized in February 2010, needs to be revisited on a yearly basis to ensure that it remains up-to-date. He asked for suggestions about how to address that review.
 - Ms. Pierson stated that she would like to make the plan available to the other 911 Directors and gather their input.
 - Mr. Fennewald assigned this task to the MONENA and MOAPCO representatives in the room. He asked that they report back with the findings several weeks before the December meeting.
 - Mr. Fennewald asked Betty Knight if the MAC Survey was up-to-date. She advised that it was.

- 9-1-1 Training Process Improvements
 - Becky Covington presented an overview of new updates to the training course process (see attachment).
- Interoperability
 - Mr. Fennewald spoke about the interoperability plan for the statewide radio network being implemented first in Region E, and eventually all across the state. He advised that each PSAP would be receiving a “gateway” radio that could be used to access the public safety common frequencies on “MTAC and VTAC, as well as the statewide network.

Next Meeting Date

- December 14, 2010
 - Time - 10:00 am Sub-committee meetings
 - 1:00 pm general 9-1-1 Advisory Committee meeting
 - Location – TBD, Jefferson City, MO

Open Discussion

- Closing remarks - Mr. Fennewald stated that, “The state of the economy at all levels is lousy; things are tough. People are being asked to do more and more. The economic challenges of maintaining existing 9-1-1 service, much less expand services, is overwhelming to many jurisdictions. We must focus on how we take care of each other in spite of the difficulties. We have to ask ourselves “What can we combine?” “What can we get rid of?” People in Missouri work together to get things done. We are all public servants, all here to serve the public. We must take care of each other and come to a statewide solution to fix 9-1-1 and a big part of that is to educate the people we serve.”

Adjourn

- Mark Head moved to adjourn the meeting; Terry Jarrett seconded; all were in favor.