Washington State Enhanced 9-1-1 Advisory Committee

January 17th, 2019, 9:00 AM- Environmental Services Building

Chair Joann Boggs

I. Call to Order 9:05AM [AC Meeting January 2019]

II. Roll Call
   a. Obtained quorum.

III. Advisory Committee Member Changes *[00:09:25]*   Richard Kirton
   a. The Advisory Committee welcomes:
      1) Jackie Jones – Urban Counties East Alternate.
      2) Amy McCormick - Urban Counties East Primary.
      3) New County Coordinators:
         ➢ Chelan – Misty Viebrock
         ➢ Stevens – Rick Anderson
         ➢ Mason – Mike Evans
      4) Vacancy in the AC At Large position. Joann Boggs, Richard Kirton and Adam Wasserman would like to ask the TAG to appoint Lisa Caldwell to fill that position on an interim basis, so that she may finish her work as the Chair of the Strategic Planning subcommittee. Once that work is completed there will be a process to appoint someone to that position permanently.

IV. Approval of Minutes from Last Meeting *[00:13:03]*   JoAnn Boggs
   a. *Keith Flewelling moved to approve November 15th AC Minutes as submitted, Karl Hatton Seconded. AC voted, motion passed.*

V. Old Business
   a. State Enhanced 9-1-1 Coordination Office (SECO) *[00:13:40]*   Adam Wasserman
      1) AC 2019 Schedule
         ➢ In Person meetings: April 18th 9AM
                                July 18th 9AM
                                October 11th coinciding with Fall forum in Tri Cities.
         ➢ Phone Conference: Third Thursday of February, May, June, August, September, November and December.
      2) Stephanie Haertling is the new Emergency Management Program Specialist 2 (EMPS2) In-training position. Stephanie will still be taking on some of the AAIII functions i.e. SharePoint, AC Meetings, until a replacement is hired.
      3) Positions to be filled - postings should be out by the end of January.
         ➢ Administrative Assistant III
         ➢ EMPS 4
         ➢ Budget Manager
      4) The Budget has been released from the Governor's Office and it included everything the State Enhance 911 Coordination Office (SECO) requested for the FY19/20 biennium. Budget is now headed to legislature.
      5) Discussed Legislation - There are not many bills that affect E911 that have been put forth to legislatures; except SB 5272, (more information in VIII.a.1).
      6) Travis bill - More detailed information on costs needed; representative potentially pushing bill forward to be enacted rather than just a report.

7) NG911 Grant – Pending the final award to Washington that will indicate how much funding the state of Washington has to work with. Government shutdown is contributing to the timeline. The Advisory Committee Policy Subcommittee Scoring Group completed Independent reviews. There are still two more sessions of review required from the SECO and Advisory Committee Chair and Vice Chair.
8) Outage- Working on After Action Report (AAR). Draft will be out closer to completion. Due on March 27th. Impact input encouraged. Tuesday's FCC call was canceled due to shut down.
9) Cutover- 50 as of January 17th, 2018; 10 remaining.

VI. Subcommittee Reports

a. 9-1-1 Authorities *[00:23:45]*   Brenda Cantu
1) Met January 15th. Still meeting monthly.
2) Reviewed workplan, which is updated and available on SharePoint.
3) Meeting schedule change to in person meetings, from 2 hours to 4 hours.
4) Next newsletter will be out in April.
5) Wrapping up definitions. Next will be Revised Code Washington (RCW) changes.

b. 9-1-1 Communications *[00:25:21]*   Jonathan Brock
1) Phone conference on January 10th.
2) Discussed Senate Bill (SB) 3238 Federal Communications Commission (FCC) Study for Emergency Alert System (EAS) notification for streaming services like Hulu or Netflix, Public Service Answering Point (PSAP) outage notification, ATT dispatchable locations.
3) 2019 committee meeting schedule - second Thursday of the month 10am – 12pm.
4) Next meeting on February 14th, 2019
5) Richard Kirton asked about 3 new Classifications of Service (COS).
   ➢ WDL2- Wireless call that provides civic-oriented address, sub-address, location – Assumes ALI Data received by PSAP is "dispatchable."
   ➢ WDL1- Similar but has a lower confidence threshold.
   ➢ WCVC- Wireless call that provides civic-oriented data and traditional X/Y data along with uncertainty data – not expected to be "dispatchable." Will have more information at the Spring Forum.

c. Next Generation 9-1-1 (NG9-1-1) *[00:30:28]*   Katy Myers
1) Met on Monday January 14th.
2) Ring no answer - Setting on ESInet that was activating policy routing rules at 28 seconds, if you didn't answer call, has been changed to 120 Seconds. Subcommittee intends to learn what setting does, and its impacts.
   ➢ Richard Kirton stated that he would like a better change management process.
3) ESInet II Updates- Requested release notes to group for situational awareness.
4) Plan to start sharing and tracking issues that are known and might impact a large group of people.
5) Policy Routing Function and rules - Greg Pittsford will be working on how to get information about the policy routing rules that are in the ESInet II, to the committee to be vetted and disseminated.
6) Ken explained packet assembler/disassembler (PAD) devices. Will be discussed in upcoming NG9-1-1 meetings.
7) PSAP status list located in the left menu on AC SharePoint.
8) Discussed other issues committee is tracking:
   ➢ Geospatial Routing statistics.

- ➢ Open ticket portal.
- ➢ AAR SS7 Training.
- ➢ NENA Standards updates.
- ➢ Realtime Texting (RTT) statewide training.
9) Next discussions:
   - ➢ Policy routing
   - ➢ Text to 9-1-1 implementation
   - ➢ Pictures and Videos
10) New meeting schedule: March, June, and October.

d. Training *[00:51:20]*   Tim Martindale
1) Had not met since last in-person AC meeting.
2) Discussed training contracts with presentation.
3) Next meeting in March, on the west side. Will discuss if we want to continue or find another vendor.

e. Geographic Information System (GIS) *[00:52:29]*   Melissa Liebert
1) SECO will be giving a report on the results from the contract deliverables**.**
2) NENA GIS Data Stewardship document is in final reviews.
3) NENA GIS Data Model transition – GIS Subcommittee recommendation to move on to the NENA GIS Data Standards schema by March 1st.
4) Highly recommended that counties have site/street address layer into GeoComm by March 1st.
5) MSAG training has begun. Live prior to March 11th.
6) GeoComm GIS Data Hub upgrades are expected to be released in February.
7) New meeting dates: Teleconference 2nd Thurs of every other month from 12pm-2pm, and 2 in-person meetings. Coordinators are encouraged to attend.
8) Esri ArcMap transitioning to ArcGIS Pro. There will be a training in September.
9) Adam Wasserman proposes "ESInet 101" for new members, after April AC meeting.

f. Strategic Planning *[01:13:09]*   Lisa Caldwell
1) Addressed AC's request for Lisa Caldwell to fill at large position in the interim.
2) Last meeting a Tuesday, January 15th.
3) Matrix Timeline:
   - ➢ Plan to send out draft of Matrix, and Narrative as back up, to AC members for the February 21st briefing.
   - ➢ March 21st new date for Q&A discussion at the Spring Forum
   - ➢ April 3rd completed document with recommendations sent out to the AC for final review.
   - ➢ April 18th will request a vote from AC.

g. Public Education *[01:17:38]*   Roxanne Castleman
1) Last met Monday, January 14th.
2) Discussed 4 taskforces.
   - ➢ Text Group
   - ➢ Social Media
   - ➢ Manual Update Taskforce
   - ➢ Public Speaker Group
3) Subcommittee will be working with Katy Myers on the Spring Coordinators Forum.

h. **Policy** *[01:21:05]*   Richard Kirton
    1) Provided update on Federal Grant workgroup.
        ➢ Adam will notify counties when selections have been made
        ➢ Timeline expected to be extended for undetermined amount of time due to government shutdown.
        ➢ Thanks to Deb Flewelling and Dave Fuller for work.
    2) Discusses status of policy revision and changes made. All policies are ready for action except Regionalization. (See Handouts)
    3) Tim Lenk raised concern with combining Coordinator Professional Development (CPD) and Operations contracts, stating that for legal purposes, CPD and Operations contracts were intentionally stand alone. Requests time for Pierce County to review revised. policies with PC Legal and Policy departments. *With no objections to Tim Lenk's request, committee will give Counties an opportunity to review changes, with a vote to be held during a special meeting on February 21st.*
    4) Katie Myers requests that Policy Subcommittee edits the language on page 1 paragraph 6 of the SECO Statewide Services Support Policy to include ESInet.

i. **By-Laws** *[01:49:23]*   Richard Kirton
    1) No report.

j. **Subcommittee Member Changes**   Richard Kirton
    1) *Richard Kirton requests a motion to approve subcommittee member changes, Criselia Grupp motioned, Amy McCormick Seconded. Motion approved.*
        ➢ **GIS-**
            ✓ Add: Deb Rozenboom (GeoComm)-Alt; Eadie Kaltenbacher (Michael Baker Int'l); Tyler Thompson (GeoComm)-Primary; Remove: John Joseph
        ➢ **Pub Ed-**
            ✓ Add: Hanna C Walter (Klickitat)
            ✓ Remove: Danielle Ellingson
        ➢ **Policy-**
            ✓ Add: Jackie Jones (Grant) Med Counties E-Primary; Misty Viebrock (Rivercom)Alternate; Brian Carol (King) Alt; Tina Meier (Garfield) Rural Counties E; Helen Rasmussen (Skagit) Med Counties W-Alt;
            ✓ Remove: Jim Fosse; Lisa Caldwell; Deanna Wells

VII. State Office Reports
a. **State Fiscal Report** *[01:52:33]*   Adam Wasserman
    1) Discussed biennium closeout.
    2) Referenced handout detailing monthly phone bills paid by the SECO on behalf of counties and costs.
b. **ESInet Report** *[01:55:20]*
    1) Andy Leneweaver gave an update on current cutover status and discussed schedule delay to Phase 3 of the transition (ALI cutover) due to various reasons.
    2) Andy stated that the SECO cannot stop using West until all PSAPs requesting ALI data are cutover. March 15th deadline for cutovers.
    3) March 11-April 2 both ALI databases will be in service.

4) Richard asked about time line for SECO to compare Master Street Address Guide (MSAG) to ALI Data and report back to counties. Melissa Liebert clarified that the SECO will not be doing any analysis; the data will be assessed by GeoComm, and a report will be generated and given to the counties.
5) Explained that Location Verification Function (LVF) is not the milestone for geospatial routing.
6) Request was made for MSAG training manual earlier in the week. Deanna asked about Automatic Number Identifier/Automatic Location Identifier (ANI/ALI) transfers to Oregon. The ALI between Oregon and Washington, as well as Washington to Idaho has been ordered.
7) 22 counties as of December 31st have eliminated all critical errors. Andy addresses "black holes" in GIS data.
8) Referred to the Network Disclosure document.
9) Update for Text to 9-1-1 and text initiation.

VIII. For the Good of the Order

a. APCO/NENA Governmental Affairs *[02:29:00]*   Karl Hatton
1) Keith Flewelling - Small group reviewed current legislation.
   ➢ 672 bills were dropped.
   ➢ 42 pulled out for consideration.
   ➢ 26 picked to monitor.
   ➢ 1 to actively support – SB 5272. Waiting for a companion bill on the house side.
2) Draft legislation calendar is out bills must be out of house of origin by March 13th. Last day of session is April 28th.
3) Karl Hatton - Public Safety Telecommunications Safety Certification bill. Working with Washington Association of Sheriffs and Police Chiefs (WASPC) for support or to remain neutral on certification bill. Meeting with Service Employees International Union (SEIU) to discuss provisions that met some of labor's concerns. Would like to meet with the Associations represented in the Advisory Committee at a formal level.

b. APCO Information *[02:38:23]*   Richard Kirton
1) 3 Forums scheduling:
   ➢ Spring - March registration email out shortly.
   ➢ Summer – June- meet in Spokane.
   ➢ Fall - October 11th in Tri-Cities with AC Meeting

IX. New business *[02:43:50]*

a. Elections
1) Joann Boggs opened floor for nominations.
2) *Criselia Grupp made a motion to nominate Joann Boggs for Chair and Richard Kirton for Vice Chair. Carol Tagayun Seconded.*
3) Joann asks for any other nominations three times, hearing no other nominations Joann called for a vote. *The Advisory Committee approved Joann Boggs for Chair and Richard Kirton for Vice Chair for a period of 1 year.*
4) Jonathan Brock gave a brief legislative update

X. Adjournment   JoAnn Boggs
a. Next Meeting**:** February 21st Conference call at 9:00 AM.
b. Meeting adjourned at 12:11 pm.

XI. Taskers

Tasked	Task	Requested by
Adam Wasserman	Make sure that ATG info on outage goes out to counties once received.	Deb Flewelling
GIS Subcommittee	Communicate comments regarding PSAP loss of functionality to state	Andy Leneweaver
SECO	Coordinate with Puget Sound Counties	Melissa Liebert
Pub Ed Subcommittee	Work on creating public messaging that discourages people from testing 911 during outages.	Adam Wasserman
Policy	Distribute revised policies, with changes included, to AC members.	JoAnn Boggs
Andy Leneweaver	Provide synopsis of timeline document, with Geospatial routing, at the next meeting.	Richard Kirton
Stephanie Haertling	Send letter to TAG requesting Lisa Caldwell fill At Large Position on the AC in the interim.	AC

XII. Roll Call

Member	Representing	JAN
2019 Attendance		
E911 Advisory Committee Members and Alternates		
Member	**Representing**	**JAN**
Boggs, JoAnn	Washington State Emergency Management Association (WSEMA)	X
Massingham, Jeanne	Washington State Emergency Management Association (WSEMA)	
Kirton, Richard	Association of Public-Safety Communications Officials, International (APCO)	X
Mullen, Sheryl	Association of Public-Safety Communications Officials, International (APCO)	
Anders, Carlene	Association of Washington Cities – East	
Funk, Kay	Association of Washington Cities – East	X
Baker, David	Association of Washington Cities – West	
Pruitt, Pam	Association of Washington Cities – West	X
Holstein, Catie	Department of Health	
Vacant	Department of Health	
Vacant	At Large	
Flewelling, Deb	King County	X
Breier, Ben	King County	
Vacant	Large Telecommunications Carrier – Position 1 (CenturyLink)	
King, Bruce	Large Telecommunications Carrier – Position 1 (CenturyLink)	
Vacant	Large Telecommunications Carrier – Position 2	
Vacant	Large Telecommunications Carrier – Position 3	
Flewelling, Keith	National Emergency Number Association (NENA)	X
Shaughnessy, Tom	National Emergency Number Association (NENA)	
Grupp, Criselia	Rural Counties East (<75,000 pop.)	X
Worden, Mike	Rural Counties East (<75,000 pop.)	X
Hatton, Karl	Rural Counties West (<75,000 pop.)	X
Martindale, Tim	Rural Counties West (<75,000 pop.)	
McCormick, Amy	Urban Counties East (>75,000 pop.)	X
Jones, Jackie	Urban Counties East (>75,000 pop.)	X
Myers, Kathleen	Urban Counties West (>75,000 pop.)	X
Romberg, Steve	Urban Counties West (>75,000 pop.)	X
Phillips, Cara	Voice over Internet Protocol Provider (VoIP)	
Ebacher, Dominic	Voice over Internet Protocol Provider (VoIP)	
Berschauer, Bob	Washington Ambulance Association (WAA)	
Lucci, James	Washington Ambulance Association (WAA)	
Maycumber, Ray	Washington Association of Sheriffs and Police Chiefs (WASPC)	X
Vacant	Washington Association of Sheriffs and Police Chiefs (WASPC)	
Bird, Lloyd	Washington Council of Police and Sheriffs (WACOPS)	
Tjossem, Vance	Washington Council of Police and Sheriffs (WACOPS)	
Gear, Robert	Washington Fire Chiefs (WFC)	X
McKern, Tim	Washington Fire Chiefs (WFC)	
Wilson, Judy	Washington Fire Commissioners Association (WFCA)	X
Vacant	Washington Fire Commissioners Association (WFCA)	
Vacant	Washington Independent Telephone Companies (WITA)	

Member	Representing	
Vacant	Washington Independent Telephone Companies (WITA)	
Exner, Johana	Washington State Association of Counties – East	
Peck, Brad	Washington State Association of Counties – East	
Lenk, Tim	Washington State Association of Counties – West	X
Jackson, Bobbie	Washington State Association of Counties – West	
Rogers, Greg	Washington State Association of Fire Marshals (WSAFM)	
Lynam, David	Washington State Association of Fire Marshals (WSAFM)	
Mudie, Ryan	Washington State Council of Fire Fighters (WSCFF)	
Vacant	Washington State Council of Fire Fighters (WSCFF)	
Vacant	Washington State Council of Police Officers (WSCPO)	
Vacant	Washington State Council of Police Officers (WSCPO)	
Vacant	Washington State Fire Fighters Association (WSFFA)	
Vacant	Washington State Fire Fighters Association (WSFFA)	
Anderson, Heather	Washington State Patrol (WSP)	
Barnes, Vanessa	Washington State Patrol (WSP)	X
Beaton, Rebecca	Washington Utilities and Transportation Commission (WUTC)	X
Vacant	Washington Utilities and Transportation Commission (WUTC)	
Tagayun, Carol	Washington Wireless Industries – Position – 1 (AT&T)	
Ishii, Linda	Washington Wireless Industries – Position – 1 (AT&T)	
Ohta, Teri	Washington Wireless Industries Position – 2 (T-Mobile USA)	
Vacant	Washington Wireless Industries Position – 2 (T-Mobile USA)	
Vacant	Washington Wireless Industries – Position – 3 (Verizon)	
Vacant	Washington Wireless Industries – Position – 3 (Verizon)	

E911 County Coordinators		
Member	**Representing**	**Jan**
Fode, Angela	Adams County	X
Janowski, Mark	Asotin County	
Lettrick, Kim	Benton County	X
Viebrock, Misty	Chelan County	X
Romberg, Steve	Clallam County	X
Myers, Kathleen	Clark County	
	Columbia County	
Wells, Deanna	Cowlitz County	X
Grupp, Criselia	Douglas County	X
Sebree, Terri	Ferry County	X
Rochleau, Rick	Franklin County	X
Meier, Tina	Garfield County	X
Jones, Jackie	Grant County	X
Cantu, Brenda	Grays Harbor County	X
Shaughnessy, Tom	Island County	A
Hatton, Karl	Jefferson County	
Flewelling, Deb	King County	X
Kirton, Richard	Kitsap County	

Mainwaring, Darlene	Kittitas County	
Buck, Julie	Klickitat County	
Smitherman, Scott	Lewis County	X
Borden, Jo	Lincoln County	
Evans, Mike	Mason County	X
Worden, Mike	Okanogan County	X
Martindale, Tim	Pacific County	X
West, Steve	Pend Oreille County	X
Brock, Jonathan	Pierce County	X
Halloran, Dave	San Juan County	
Rasmussen, Helen	Skagit County	X
Fritz, Jason	Skamania County	
Thoroughman, Vicki	Snohomish County	X
McCormick, Amy	Spokane County	
Allen, Kendle	Stevens County	A
Flewelling, Keith	Thurston County	
Kuhlmeyer, Joannie	Wahkiakum County	X
Ruley, Steven	Walla Walla County	X
Barns, Vanessa	Washington State Patrol	
Erickson, Greg	Whatcom County	
Murker, Tara	Whitman County	X
Coughenor, Brad	Yakima County	X
E911 STATE OFFICE		
NAME	**REPRESENTING**	**JAN**
Daugherty, Bret	Military Department TAG	
Turner, Wallace	Military Department - Army ATAG	
Ezelle, Robert	Emergency Management Division Director	X
Wasserman, Adam	SECO State E911 Coordinator	X
Lewis, Teresa	SECO ECAP	X
Barbier, Lisa	SECO Telecom and Network Financial Manager	X
Lotonuu, Sharon	SECO	X
Haertling, Stephanie	SECO	X
Leneweaver, Andy	SECO	X
Moisey, Ken	SECO	X
Miller, Dan	SECO	X
Walsh, Steve	SECO	X