Advisory Committee
In-Person Quarterly Meeting

I.   Call to Order

1   Keith Flewelling confirmed quorum and called the meeting to order at 9:03am

II.   Roll Call

2   Roll call was taken via Chat Box.

III.   Approval of Previous Meeting Minutes

3   ◆   Advisory Committee Meeting November 19, 2020 meeting minutes.
4   ◆   Advisory Committee Meeting May 20, 2021 meeting minutes.
5   Motion to approve minutes as submitted
6   Motion was made by Richard Kirton   Seconded by Vanessa Barnes   All in Favor
7   Motion Passed

IV.   Old Business

8   Nothing to discuss.

V.   E911 State Office Updates

9   Adam Wasserman provided the E911 State Office update.   [Attachment A]

VI.   SUBCOMMITTEE REPORTS

a.   Subcommittee Membership Changes

10   ◆   Meeting Admin presented a list of the requested changes to Subcommittee Membership.   [Attachment B]
11   Motion to approve to membership changes, as submitted
12   Motion made by Richard Kirton   Seconded by Tim Lenk   All in Favor
13   Motion Passed

14   ◆   Meeting Admin presented a list of the requested Policy Subcommittee Membership.   [Attachment C]
15   Motion to approve to membership changes, as submitted
16   Motion made by Deb Flewelling   Seconded by Mike Worden   All in Favor
17   Motion Passed

1

b. 911 Authorities Subcommittee

18 Jason Fritz provided a report out from the 911 Authorities Subcommittee   [Attachment A]

c. 911 Operations Subcommittee / GIS

19 Katy Meyers provided a report out from the 911 Operations Subcommittee   [Attachment A]

20 At the request of Deb Flewelling, Ben Breier spoke regarding recent changes from GIS workgroup and related concerns.

21 ❶ Essentially no notice was given that there were going to be significant additions to the Critical Errors List.

22   ① Providing profoundly little time to react and the make the necessary/required changes.

23 ❷ The decision to make additions to the Critical Errors List was made by said workgroup without consulting any
24   other groups.

25   ② Critical Errors List impacts the contracts between each County and the State.

26 Discussions were held regarding the workgroup's generalized strategic plan.

27 Deb Flewelling stated that this is a contractual agreement within counties' current contracts and requested relief and/or
28 direction from the State office. Adam Wasserman will look into this.

d. Policy Subcommittee

29 Richard Kirton provided a report out from the Policy Subcommittee.   [Attachment A]

e. Training Subcommittee

30 Tracey Ollerman provided a report out from the Training Subcommittee.   [Attachment A]

f. Public Education Subcommittee

31 Esther Duncan provided a report out on the Public Education Subcommittee   [Attachment A]

g. ESI Net Authority Ad hoc subcommittee

32 Ashley Strickland provided, and briefed out, a Staff Report for the ESI Net Authority workgroup.   [Attachment D]

VII. New Business

33 Keith Flewelling presented Advisory Committee Member changes for consideration and approval.

34 Motion to approve changes as submitted

35 Motion was made by Brenda Cantu   Seconded by Tim Lenk   All in Favor

36   Motion Passed

37 Adam Wasserman discussed future Advisory Committee meetings.

38   ◆ September 16th AC meeting will be held "In-person" with a hybrid option.

39   ◆ Still holding discussions with AC Leadership regarding meetings after September. Considering holding Three
40   (3) In-person meetings per year, linking them up with the APCO/NENA conferences, and the remainder of the
41   meetings would be held virtual. Expect to receive polls, in this regard, to be forthcoming.

VIII. For the Good of the Order

42 Keith Flewelling provided the APCO/NENA Governmental Affairs report.
43 ◆ Working to set-up meetings with representatives; pushing bill for the reclassification and certification for public
44 safety telecommunicators.
45 ◆ Adam Wasserman spoke regarding APCO/NENA
46 » State Office met with the AC Chair and Vice-Chair, as well as the APCO/NENA Chapter Leadership.
47 ▪ Discussed the above stated bill, along with N.S.H. 988 and related issues with the Blue Ribbon
48 Commission, and House Bill 1310: Concerning permissible uses of force by law enforcement
49 and correctional officers. Will be preparing talking points, should one be approached they will
50 know what our message is.
51 Richard Kirton provided an APCO informational update.
52 ◆ Moving forward with the October Conference, to be "in-person" with the Director's meeting on October 5th, and
53 the full conference running the 6th, 7th, and 8th [of October]. Registration portal and hotel link will be shared soon.
54 » Three Rivers Convention Center
55 » Springhill Suites; overflow rooms at the Hilton. Rooms will also be available at the Red Lion.
56 Hails & Farewells
57 ◆ None

X.   Next Quarterly In-Person Meeting

58 The next AC Briefing is scheduled for August 19th at 9am.
59 The next AC Meeting is scheduled for September 16th at 9am.   *Meeting adjourned at 9:54am*

Report Notes

Key talking points from AC meeting reports:

V.	**SECO Update:**	**New Biennium** - Biennium began July 1st; reminder to all that June reports and signed A-19's must be received by SECO no later than close of business on Friday, July 30th.
		Federal Grant – All Foreman phases must be completed by January 31st, 2022. Must provide Closure Requests, when projects are complete; with full completion by February 28th, 2022.
		Monitoring Visits – Lisa Barbier will be starting her monitoring visits between August and February.
		Training – Phase I counties have achieved 98.25% completion rate on the Trueblood training; both the Trueblood group and CJTC were pleased with this news. Have transitioned to Phase II, only King County, which we have two (2) years to complete. Reminded all not to wait for their phase before training, take it when you can, as all will be required to take.
		Open slots are available for the CTO workshop, at T-Com, scheduled for September 13th.
		Training Team [Katrina Rahier & Suzie Bloom] are working hard to get the Proctoring test and Re-certification test, for T1 and T2, online; expect this to be available by the end of July. Reach out to Katrina Rahier or Cathy Jones-Gooding with any questions.
		RCW Rewrites – AC Members and County Coordinators have received a draft of the RCW rewrites. Present said draft to agencies/groups you represent and provide us with responses by July 30th on whether they support, do not support, or are neutral.
		Text-to-911 – Goal to be Statewide by the end of 2021. Currently have 45 [of 61] PSAPs in 26 [of 39] counties that are accepting Text-to-911. Encourages all to reach out to the State office with any concerns of moving to Text-to-911.
		FCC Fee Diversion – New FCC rules were released; Fee Diversion Task Force has until September to complete their work. Cathy Jones-Gooding, member of task force, ensured they will meet their deadline.

Attachment A

VI. Subcommittee Reports:

911 Authorities [Jason Fritz]

Subcommittee will be meeting later this week or next week where we will be addressing where committee left off last year, some issues that have come up recently, and developing a work plan for the remainder of this year. Will have a report for the August AC briefing.

911 Operations [Katy Myers]

Subcommittee is continuing work on Geospatial Routing; Kittitas County, working with Comtech and WSP, conducted a pilot test of Emergency Call Routing Function [ECRF]. Various issues were identified and are being rectified prior to rolling-out to additional counties, in a phased approach. Expecting a report out in August.

Through discussions on the Z-Access data from carriers, discussed the formats used in the state; curious of the possibility of all using an ally platform.

Subcommittee met with Andy Leneweaver regarding the PSAP Abandonment Device [PAD]; expect to provide a Staff Report, at the next AC meeting, discussing the PAD solution and the price of said PAD solution; anticipating ideas on how to move forward.

NENA released I3 Version 3, for NextGen 911, on its way to ANSI for review and accreditation. I3 Version 3 is available for download. Subcommittee is working on updates related to said report and identifying goals to be accomplished between 2022-2025. In 2025, committee will work on goal for the next few years.

Policy Subcommittee [Richard Kirton]

The policy subcommittee met this week and began working through the update to the equipment contract policy. Making good progress, but work continues. We've got another meeting next week to continue those discussions.

Beginning to look at FY23 contract policies and deliverables. Will also be looking into the entire process and model again, from top to bottom. Project will take time.

Attachment A

Training Subcommittee [Tracy Ollerman]	Six meetings established for the 21-22 year; great attendance at said meetings.	
	TERT Committee, with APCO/NENA, has been stood-up. George Long is the Chair and State Coordinator. Looking at any training and/or recruitment needs, for gathering the Regional Coordinators [members].	
Public Education [Esther Duncan]	Planning next meeting, in Tri-Cities, to occur in-person [hybrid]. Will be keeping the hybrid option as it will be beneficial during the winter months.	
	Stood-up Two (2) Task Forces. The **first task force** is the **Professional Development Group** create a system for oncoming/new members to become acclimated with the Committee and all related projects and events. Also considering a mentoring program with seasoned members. The **second task force** is the **Branding and Imaging Task Force** who have been working on new flyers, pamphlets, etc. and have also created a new branding logo for the Subcommittee. Some final steps to be taken before the logo is available for use/sharing.	
VII.	**Gov. Affairs [APCO/NENA]:**	
	APCO Update	

I-VIII	**Questions:**	VI. Subcommittee Reports • c. 911 Operations
		Keith Flewelling asked about PAD cost information. Katy Myers responded that the report promised for the AC meeting will have more details regarding costs. However, there is an initial start-up fee that is paid by the State. Afterwards, monthly costs will be the responsibility of PSAPs.
		Katy Myers informed all of the already available internet option. Using the website option, PSAPs can log-in and create their own routing changes, which are automatically implemented. Katy encouraged all to reach out to Andy Leneweaver or Greg Pittsford to get log-in information.

Attachment A

Adam Wasserman agreed with Keith Flewelling, to have this item added to the agenda for the next AC meeting.
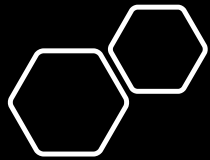
Membership Changes

Public Education

- Nate Davidson, Snohomish County
  ✓Replacing Drew Schwitters
- Ana Burbank, Okanogan County
  ✓Replacing Heather Priest
- Colby Jones, Island County
  ✓Replacing Deb Homan
- Katie Haskins, Mason County
  ✓Replacing Kimberli May and/or Tammi Dennis
- Joshua Evald, Cowlitz County Alternate
  ✓Replacing Tiffany Johnson

Authorities

- Ashley Strickland, Columbia County Alternate
  ✓Replacing Julie Buck
- Stacie Huibregtse, Jefferson County Alternate
  ✓Tim Martindale
- Kim Arredondo, Spokane County
- Kim Lettrick, Benton County
  ✓Replacing Misty Viebrock
- Ed Heffernan, Pacific County Alternate

Policy Subcommittee

Membership Representation List

Constituency	Primary	Alternate
Chair	Richard Kirton	
King County	Deb Flewelling	Bryan Karol
Large Counties East	Kim Arredondo	*Vacant*
Med Counties East	D.T Donaldson	*Vacant*
Small Counties East 1	Mike Worden	Tina Meir
Small Counties East 2	George Long	Teri Sebree
Large Counties West	Dave Fuller (VC)	Keith Flewelling
Med Counties West	Helen Rasmussen	Deanna Wells
Small Counties West 1	Joannie Kuhlmeyer	Brenda Cantu
Small Counties West 2	Karl Hatton	Jason Fritz
Advisory Committee	JoAnn Boggs	Tim Lenk
Advisory Committee RCW	Vanessa Barnes	*Vacant*

ATTACHMENT D

ESInet Authority

Ad Hoc Committee Report

Date:

Subject: Staff report on ESInet Authority AdHoc Committee progress

From: Ashley Strickland, Chair

Objective:

The ESInet Authority Ad Hoc Committee was tasked with exploring possible structures to enable statewide or regional utilization/deployments of applications and/or hardware at the ESInet level and make recommendations of those structure options to the AC

Background:

Since the ESInet went live, stakeholders have desired to use the unutilized bandwidth for connectivity between agencies, its routing function, and to transmit data other than 911 calls and texts. Currently, any request for this is handled by SECO and ComTech on a case-by-case basis. With a desire for a more structured process, this ad hoc committee was stood up by Keith Flewelling, Chair of the AC, on April 14th, 2021. Since then, the committee has met regularly.

Current Status:

The committee has consulted with SECO, ComTech, and the Authorities Subcommittee. It also sought initial feedback from the Attorney General's office. During these meetings, a list of use cases based on actual projects was developed to vet the process, RCWs, and ComTech's contract. All of the information gathered has led us to the following conclusion. Before the work can continue, issues with the RCWs and ComTech's contract need to be addressed.

- RCWs
  - The RCWs limit the SECO's statutory authority. Today, SECO can only govern 911 systems and associated infrastructure.
    - 911 has evolved from copper when the system connected Call-Maker to Call-Taker. Currently, the "Call" is a piece of data that can go from Call-Maker to Call-Taker and can continue to the Field Responders' devices.
    - Under the current RCWs, the SECO only governs 911 calls and texts made from the Call-Maker to the Call-Taker.
    - The RCWs need to be adjusted for today's technology. Support of other elements of Public Safety and 911-related issues and data that is not exclusively 911 event specific need to be included.

- o SECO's funding in the RCW's is all tied to the 911 excise tax.
    - ▪ The funding structure was conceived when landlines were the only means of accessing 911. Then it was expanded to include cellular devices, both of which are taxed on a per number basis.
    - ▪ Today any IP-based device has the potential to access the 911 system. Devices without "phone numbers" can be used to contact 911.
    - ▪ There is no revenue stream to cover the exponential increase in devices that can access the system and the related workload.
    - ▪ SECO needs the authority to accomdate additional 911 event data delivery from the call-maker to field responders, which is currently restricted in todays 911 excise tax rules.
- ● ComTech
  - o ComTech's contract was procured for transporting 911 calls and routing functions.
    - ▪ Additional 911 functionality and future 911 calling features were accounted for in the contract.
    - ▪ Carrying data that is not a 911 call or text may not have been accounted for in the contract.
  - o ComTech and NoaNets contract could possibly be amended without rebid due to the sole source nature of the network that is currently in place.
    - ▪ With a change, rebid, or amendment in the contract, this network can transmit additional data and connect other public safety entities and systems.
    - ▪ Currently, the contract only addresses the use of the network for Statewide 911 specific data.
  - o While Amendment 3 allows counties to work directly with ComTech, it doesn't address the ability to move non-911 specific data over the network.

Conclusion:

The above issues combined have lead the committee to a point where it can't continue its work until some if not all of them are resolved. The definition of a 911 event and SECO's authority needs to be updated for a project like this to function. Under the current RCW's they are too restrictive for this to happen. This information is presented to the Advisory Committee to facilitate the needed changes if the desire is for this project to continue.

AC MEMBER & COUNTY COORDINATOR ATTENDANCE

July 2021			
E911 Advisory Committee Members and Alternates			
Member	**Representing**	**Status**	**Present**
Kirton, Richard	Association of Public-Safety Communications Officials, International (APCO)	**Vice-Chair**	X
Meyers, Katy	Association of Public-Safety Communications Officials, International (APCO)	Member	X
Anders, Carlene	Association of Washington Cities – East	Member	
Vacant	Association of Washington Cities – East	Alternate	
Baker, David	Association of Washington Cities – West	Member	
Vacant	Association of Washington Cities – West	Alternate	
Holstein, Catie	Department of Health	Member	
Vacant	Department of Health	Alternate	
Flewelling, Deb	King County	Member	X
Brier, Ben	King County	Alternate	
Winkleman, Jeff	Large Telecommunications Carrier – Position 1 (Lumen)	Member	
Hyett, Vicki	Large Telecommunications Carrier – Position 1 (Lumen)	Alternate	X
Vacant	Large Telecommunications Carrier – Position 2	Member	
Vacant	Large Telecommunications Carrier – Position 3	Alternate	
Flewelling, Keith	National Emergency Number Association (NENA)	**Chair**	X
Mullen, Sheryl	National Emergency Number Association (NENA)	Member	
Vacant	National Emergency Number Association (NENA)	Alternate	
Anderson, Rick	Rural Counties East (<75,000 pop.)	Member	X
Worden, Mike	Rural Counties East (<75,000 pop.)	Alternate	X
Cantu, Brenda	Rural Counties West (<75,000 pop.)	Member	X
Heffernan, Ed	Rural Counties West (<75,000 pop.)	Alternate	
Hatton, Karl	Rural Counties West (<75,000 pop.)	Alternate	
Arredondo, Kim	Urban Counties East (>75,000 pop.)	Member	X
Vacant	Urban Counties East (>75,000 pop.)	Alternate	
Wells, Deanna	Urban Counties West (>75,000 pop.)	Member	
Dave Fuller	Urban Counties West (>75,000 pop.)	Alternate	
Phillips, Cara	Voice over Internet Protocol Provider (VoIP)	Member	X
Ebacher, Dominic	Voice over Internet Protocol Provider (VoIP)	Alternate	
Bacon, Sean	Washington Ambulance Association (WAA)	Member	
Butte, Brant	Washington Ambulance Association (WAA)	Alternate	
Maycumber, Ray	Washington Association of Sheriffs and Police Chiefs (WASPC)	Member	
Vacant	Washington Association of Sheriffs and Police Chiefs (WASPC)	Alternate	
Bird, Lloyd	Washington Council of Police and Sheriffs (WACOPS)	Member	
Tjossem, Vance	Washington Council of Police and Sheriffs (WACOPS)	Alternate	
Gear, Robert	Washington Fire Chiefs (WFC)	Member	
McKern, Tim	Washington Fire Chiefs (WFC)	Alternate	X
Vacant	Washington Fire Commissioners Association (WFCA)	Member	
Vacant	Washington Fire Commissioners Association (WFCA)	Alternate	
Vacant	Washington Independent Telephone Companies (WITA)	Member	
Vacant	Washington Independent Telephone Companies (WITA)	Alternate	
Delvin, Jarome	Washington State Association of Counties – East	Member	X
Peck, Brad	Washington State Association of Counties – East	Alternate	
Lenk, Tim	Washington State Association of Counties – West	Member	X
Vacant	Washington State Association of Counties – West	Alternate	
Rogers, Greg	Washington State Association of Fire Marshals (WSAFM)	Member	
Lynam, David	Washington State Association of Fire Marshals (WSAFM)	Alternate	
Mudie, Ryan	Washington State Council of Fire Fighters (WSCFF)	Member	
Vacant	Washington State Council of Fire Fighters (WSCFF)	Alternate	
Boggs, JoAnn	Washington State Emergency Management Association (WSEMA)	Member	X

Massingham, Jeanne	Washington State Emergency Management Association (WSEMA)	Alternate	
Vacant	Washington State Fire Fighters Association (WSFFA)	Member	
Vacant	Washington State Fire Fighters Association (WSFFA)	Alternate	
Anderson, Heather	Washington State Patrol (WSP)	Member	X
Barnes, Vanessa	Washington State Patrol (WSP)	Alternate	X
Beaton, Rebecca	Washington Utilities and Transportation Commission (WUTC)	Member	X
Vacant	Washington Utilities and Transportation Commission (WUTC)	Alternate	
Vacant	Washington Wireless Industries – Position – 1 (AT&T)	Member	
Ishii, Linda	Washington Wireless Industries – Position – 1 (AT&T)	Alternate	X
Ohta, Teri	Washington Wireless Industries Position – 2 (T-Mobile USA)	Member	X
Vacant	Washington Wireless Industries Position – 2 (T-Mobile USA)	Alternate	
Vacant	Washington Wireless Industries – Position – 3 (Verizon)	Member	
Vacant	Washington Wireless Industries – Position – 3 (Verizon)	Alternate	

16 votes

E911 County Coordinators			
Member	**Representing**	**Status**	**Present**
Shepherd, Melissa	Adams County	Coordinator	x
Janowski, Mark	Asotin County	Coordinator	x
Lettrick, Kim	Benton County	Coordinator	
Viebrock, Misty	Chelan County	Coordinator	x
Hatton, Karl	Clallam County	Coordinator	
Fuller, Dave	Clark County	Coordinator	x
Strickland, Ashley	Columbia County	Coordinator	x
Wells, Deanna	Cowlitz County	Coordinator	x
Elliot, Molly	Douglas County	Coordinator	x
Sebree, Terri	Ferry County	Coordinator	
Rochleau, Rick	Franklin County	Coordinator	x
Meier, Tina	Garfield County	Coordinator	x
Donaldson, DT	Grant County	Coordinator	x
Cantu, Brenda	Grays Harbor County	Coordinator	x
Ernst, Lisa	Island County	Coordinator	x
Huibregtse, Stacie	Jefferson County	Coordinator	
Flewelling, Deb	King County	Coordinator	x
Kirton, Richard	Kitsap County	Coordinator	x
Long, George	Kittitas County	Coordinator	x
King, Jeff	Klickitat County	Coordinator	
Smitherman, Scott	Lewis County	Coordinator	x
Gilchrist (Borden), Jo	Lincoln County	Coordinator	
Rawlings, Mike	Mason County	Coordinator	x
Worden, Mike	Okanogan County	Coordinator	x
Heffernan, Ed	Pacific County	Coordinator	x
West, Steve	Pend Oreille County	Coordinator	
Brock, Johnathan	Pierce County	Coordinator	
Halloran, Dave	San Juan County	Coordinator	x
Rasmussen, Helen	Skagit County	Coordinator	x
Fritz, Jason	Skamania County	Coordinator	x
Thurston, Robert	Snohomish County	Coordinator	
Arredondo, Kim	Spokane County	Coordinator	x
Anderson, Rick	Stevens County	Coordinator	x
Flewelling, Keith	Thurston County	Coordinator	x
Kuhlmeyer, Joannie	Wahkiakum County	Coordinator	x
Ruley, Steven	Walla Walla County	Coordinator	x
Barnes, Vanessa	Washington State Patrol	Coordinator	
Erickson, Greg	Whatcom County	Coordinator	x
Berrett, Wendy	Whitman County	Coordinator	x

| Wantland, Wayne | Yakima County | Coordinator |