

**Statewide Emergency Services Internet Protocol Network
Steering Committee Meeting Minutes
October 15, 2015**

The October quarterly in-person meeting of the ESINet Steering Committee was held on October 15, 2015 at 11:00AM. Melissa Wulliger was introduced as the new board secretary. She then followed with roll-call.

Members present:

Senator Cliff Hite
Commissioner Edwin Humphrey
Matthew Hiscock, Ohio Municipal League
John Leutz, County Commissioners Association of Ohio
Jason Loree, Ohio Township Association
Thomas Robbins, Ohio Municipal League
A Quorum was present

Notable Attendees:

Rob Jackson, Ohio 9-1-1 Administrator
Hilary Damaser, Ohio Attorney General's Office
Paul Russell, Chief Legal Counsel (via Telephone)

A motion to approve the minutes of the September, 2015 Steering Committee meeting was made by Commissioner Humphrey and Mr. Robbins seconded the motion.

A roll-call vote was taken:

Senator Cliff Hite – yes
Commissioner Edwin Humphrey – yes
Mr. Matthew Hiscock – yes
Mr. John Leutz – yes
Mr. Jason Loree – yes
Mr. Thomas Robbins – yes
The minutes were approved

The next topics of discussion were the sub-committee reports:

Jay Somerville, Co-Chair of the PSAP Operations sub-committee, updated the board regarding three issues discussed at the sub-committee meeting. The Ohio Revised Code 128.571, the implementation of the PSAP Operations Rules and the processes and the telecommunicator training standards. Another topic discussed was Reverse 9-1-1 and use of the 9-1-1 database.

Jeff Smith, Chair of the Technical Standards sub-committee. He presented to the board an update on technical standards. Mr. Smith shared there has not been any formal meetings since last update. However, he and Mr. Jackson have had a number of informational meetings with eight to ten vendors. Any vendor interested in talking with Mr. Smith or Mr. Jackson about Ohio NG9-1-1 should contact them. There have been discussions regarding the OARNET/ESINet pilot participation and information will be distributed to County 9-1-1 coordinators soon. Mr. Smith continued with an update regarding a meeting that was held in September regarding a spatial data process; what it involves and the boundaries of the mutual aid agreements. This is a large undertaking and guidelines have been established. 9-1-1 coordinators and PSAPs will be called upon to help build and coordinate. There were no questions from the board members.

Rob Jackson, Ohio 9-1-1 Administrator, referenced ORC 128.571 and shared an update regarding the Ohio 9-1-1 Program Office attending a 9-1-1 PSAP Managers meeting in Columbiana County. Discussions of the

intended path moving forward were addressed. Mr. Jackson referred to the recapped letter in the handouts. Three issues were raised regarding the need to explain the process of ORC 128.571; interpretation of ORC language and a request that the aforementioned concerns for this rule be shared with the ESINet Steering Committee. Letters from Kent State University and Portage County were also shared requesting the option to accept wireless 9-1-1 calls regardless of the planned imposed reduction as dictated by ORC 128.571.

Mr. Jackson also discussed a need to revise a section of the proposed PSAP Operations Rules in the area of Enforcement section. He stated the following section needs to be deleted because the 50% reduction is not provided for in the Ohio Revised Code associated with the Rules:

“When a PSAP does not meet the requirements to meet Compliant Status outlined in section (B)(1), the Office of the 9-1-1 Administrator will then notify the ESINet Steering Committee and request authority to notify the Department of Taxation to withhold fifty percent of the monthly fund disbursements from the wireless fund until PSAP achieves Compliant Status.”

A request for a motion to remove that paragraph was requested by Mr. Jackson. Commissioner Humphrey made the motion to remove the paragraph and Mr. Robbins seconded the motion.

A roll-call vote was taken:

Senator Cliff Hite – yes

Commissioner Edwin Humphrey – yes

Mr. Matthew Hiscock – yes

Mr. John Leutz – yes

Mr. Jason Loree – yes

Mr. Thomas Robbins – yes

All were in favor and the motion passed.

The board had a discussion regarding the path of the NG9-1-1 Program. It was established that the January, 2016 meeting will address a proposed path of NG9-1-1 and the board clarifies that NG9-1-1 is an umbrella and ESINet is a piece of that umbrella. It was agreed upon that the main purpose and focus of the NG9-1-1 Program and the board is the delivery of services to Ohio citizens.

As discussed in the previous board meeting, Mr. Jackson consolidated the ESINet SharePoint Site to a tab on the 9-1-1 Program Office Website. He introduces Research and Logistics Coordinator Nick Levin to demonstrate where the ESINet SharePoint Site tab is on the 9-1-1 Program Office Website and the path to find it.

Mr. Jackson continued with the next agenda item of Funds Transfer. He had a meeting regarding the budget and said a budget analysis was undertaken. After review of this analysis, it was decided to not transfer funds at this time and until the fund owner, coordinator and ORC restrictions are known. There were no questions from the board members.

Mr. Jackson reported to the board that 61 counties have returned the PSAP Certification Form and all are compliant. There was a discussion as to why some counties may be out of compliance. There were ORC language issues, PSAP wireless 9-1-1 calls issues and questions regarding the virtual PSAPs, Next Generation 9-1-1 and ESINet. Questions were raised about using technology more efficiently and cost effectively. As expected, there is concern that some counties will lose funding, and these issues are difficult to rectify by January 1, 2016. More discussions were made regarding legislative decisions and revisions, and the time that it would take to implement. Additional comments were made regarding the definition of PSAP with the key word in the definition being “facility.” The definition of “wireline” v. “wireless” became a topic of discussion as well and whether or not there is a loose interpretation of a “PSAP.”

The board decided to assign the PSAP Operations sub-committee with two tasks:

1. Revision to ORC 128.01P that would allow for virtual PSAPs within the definition
2. Develop language that would allow a PSAP that takes wireless calls, but does so without accepting funding, not to count against the county total number of PSAPs

A motion was made by Senator Hite to assign these aforementioned tasks to the sub-committee.

Mr. Leutz seconded the motion.

A roll-call vote was taken:

Senator Cliff Hite – yes

Commissioner Edwin Humphrey – yes

Mr. Matthew Hiscock – yes

Mr. John Leutz – yes

Mr. Jason Loree – yes

Mr. Thomas Robbins – yes

All were in favor and the motion passed.

Mr. Jackson asked if there was any new business:

Senator Cliff Hite – none

Commissioner Edwin Humphrey – none

Mr. Matthew Hiscock – none

Mr. John Leutz – none

Mr. Jason Loree – none

Mr. Thomas Robbins – none

Mr. Jackson brought up the issue of reverse 9-1-1 system and Assoc. ORC Sections and suggested a policy should be developed. Mr. Hiscock stated if any policy is developed, vendors should be a part of that development. It was discussed if this should be a rule or a policy. An agency can put out a policy without making it a rule. Public emergency needs to be defined and issues regarding ownership of the data were discussed.

A motion was made by Mr. Robbins for a policy to be drafted and presented in November, 2015 meeting. The motion was seconded by Senator Hite.

A roll-call vote was taken:

Senator Cliff Hite – yes

Commissioner Edwin Humphrey – yes

Mr. Matthew Hiscock – yes

Mr. John Leutz – yes

Mr. Jason Loree – yes

Mr. Thomas Robbins – yes

All were in favor and the motion passed.

Mr. Jackson stated that the next meeting will be November 19, 2015 at 11:00. It was requested that this meeting be an in-person meeting due to the nature of the planned discussions.

A motion to adjourn was requested and made by Senator Hite and seconded by Mr. Robbins at approximately 12:03PM.