

**Statewide Emergency Services Internet Protocol Network
Steering Committee Meeting Minutes
August 30, 2016**

The meeting of the ESINet Steering Committee was held on August 30, 2016 at 11:30 AM at the State EOC. The meeting was called to order by Mr. Rob Jackson and Melissa Wulliger called roll.

Members Present or via Telephone:

Matthew Hiscock, Ohio Municipal League
Commissioner Ed Humphrey, County Commissioners Assoc. of Ohio
John Leutz, County Commissioners Association of Ohio
Thomas Robbins, Ohio Municipal League

Other Attendees:

Rob Jackson, Ohio 9-1-1 Administrator
Barbara Voss, Kimball
R.D. Porter, Kimball
Richard Ehlinger, Kimball

A quorum was not present so moving forward this will be just an INFORMATIONAL session until our fifth Steering Committee member attends, which at that point will become an official meeting.

The first agenda item was reviewing the ESINet Steering Committee July 21, 2016 meeting minutes. However, since a quorum was not present, the minutes will be approved at a later time.

Mr. Jackson continued the session by requesting an update from the PSAP Operations and Technical Standards Sub-Committee Chairs, Jeff Smith and Jay Somerville. Mr. Smith apologized for missing the combined sub-committee meeting and Mr. Somerville had nothing to add at this time.

Mr. Jackson shared that prior to the ESINet Steering Committee meeting today, there was a combined Technical Standards and PSAP Operations Sub-Committee meeting where the consultants presented their initial findings, and shared they are in the process of finalizing the economic impact study, funding analysis and initial design documents. The meeting floor was open to anyone in the audience who wanted to provide input or ask questions as the consultants continue to build the draft RFP. We asked that they follow-up their question/comment in an e-mail to the Ohio 9-1-1 Program Office, so that we have it in writing. We also indicated that we would accept the input until the close of business the next Tuesday.

Mr. Jackson introduced Barbara Voss, Kimball Project Manager. She presented to the Steering Committee their initial findings report, economic impact and funding analysis. After the presentation, there were several questions asked and general discussions that took place concerning the reports.

At 11:55am, Mr. Loree joined via telephone as the fifth Steering Committee member. A quorum has now been established. Mr. Jackson pointed out that this meeting has gone from an informational session to an active official meeting.

Continuing, Kimball consultant, R.D. Porter, updated members of the Steering Committee regarding the RFP process. There will be a 60-day RFP response period, and the final RFP should be made

available in November, 2016. Mr. Jackson asked if there were any questions for the consultants from Steering Committee members or the audience.

Mr. Jackson added that there will be an IT Security meeting after the Steering Committee meeting to ensure the security levels are being met with the national standards and industry standards established for 9-1-1.

Mr. Jackson refers back to the beginning of the meeting when the Steering Committee needed to approve the July, 2016 meeting minutes and a quorum was not met. Now that Mr. Loree joined, a quorum was present. Mr. Jackson asked for any additions or edits to the minutes prior to requesting a motion to accept them. Hearing no request for changes, he then asked for a motion to approve the meeting minutes. *A motion was made by Mr. Robbins to accept the minutes and Mr. Leutz seconded the motion. Ms. Wulliger called roll:*

Commissioner Humphrey - Yes

Mr. Matthew Hiscock – Yes

Mr. Thomas Robbins – Yes

Mr. John Leutz – Yes

Mr. Jason Loree - Yes

None opposed and the motion to accept the minutes was approved:

9-1-1 Administrator Update:

Mr. Jackson gave an update on ongoing issues:

- The 9-1-1 Program Office shared a booth at the Ohio State Fair with the Amber Alert Advisory Committee in order to start the education process regarding NG 9-1-1 and the future of NG 9-1-1. Spoke to a lot of Ohio citizens and answered a lot of great questions. It was very successful.
- The Ohio 9-1-1 Symposium is scheduled for September 14, 2016 9:00pm to 4:00pm at the Ohio State Highway Patrol Academy in the auditorium. We have already sent out a lot of information regarding the event and already have about 100 signed up. Look for more information to come. Please sign up to attend at Ohio9-1-1@das.ohio.gov.
- The ESINet Test Pilot Program is going well and moving forward.
- DRAFT RFP review sub-committee panel needs to be discussed. We have met with legal regarding who can participate in this process. Anyone can submit input but once there is a DRAFT RFP, according to the Ohio Ethics Commission and other Ohio law, there are limits as to who can take part based on their relationship to the bidding vendors. If someone has ties to a 9-1-1 vendor who may be submitting a bid, they cannot have any role in the DRAFT RFP review panel.

The DRAFT RFP review sub-committee panel may consist of the sub-committee chairs plus one other from their sub-committee, two members of the ESINet Steering Committee and the Ohio 9-1-1 Administrator. The panel may call on experts from certain areas as long as they are not associated with a potential bidding vendor as outlined above. During the next teleconference, it will be offered to formally propose this type of panel.

New Business:

Mr. Jackson asked for new business from each Steering Committee member:

Commissioner Humphrey - No

Mr. Matthew Hiscock – No

Mr. Thomas Robbins – No

Mr. John Leutz – No

Mr. Jason Loree – No

No new business was offered.

After the committee members consulted their calendars, Mr. Jackson stated the next Steering Committee teleconference meeting will be September 30, 2016 at 11:00 AM.

A motion to adjourn was requested made by Mr. Robbins and seconded by Mr. Hiscock. All were in favor and none were opposed. The meeting was adjourned.