

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

The September 30, 2016, meeting of the ESINet Steering Committee was held via teleconference slightly after 11:00 AM. Mr. Rob Jackson called the role.

**Members present or via telephone:**

Stu Davis, non-voting Chair of the ESINet Steering Committee and State CIO  
Representative Bill Patmon  
Representative Tony Burkley  
Tom Robbins, Ohio Municipal League, City of Marion  
Ed Humphrey, County Commissioners' Association of Ohio, Clermont County

*At this time, only four voting members of the committee were present. As such the meeting proceeded as an informational meeting until a fifth voting member called in later.*

As no quorum was present yet for voting matters, Mr. Jackson began the meeting by giving a brief update on the activities of each of the two sub-committees. The Technical Standards Sub-Committee had not met since the last meeting of the ESINet Steering Committee and had nothing to report. Additionally, the PSAP Operations Sub-Committee had not report. The only update from that group was that a comprehensive review of Ohio Revised Code (ORC) Chapter 128 was underway to determine what parts of the law could potentially be modified down the road as NG 9-1-1 approaches.

The next item on the agenda was an update on the Request for Proposal (RFP) process that is underway. Mr. Jackson stated that he had received a draft RFP from the CDI-Kimball consultant group, and that a group was being assembled to review the RFP. The panel would consist of Mr. Jackson, Jeff Smith of DAS and the Technical Standards Sub-Committee, Paul Schopis of OARnet and the Technical Standards Sub-Committee, Jay Somerville of the PSAP Operations Sub-Committee, and Jeff Busch of the PSAP Operations Sub-Committee, as well as additional personnel from DAS Legal and Procurement Services. One additional member from the ESINet Steering Committee was needed to join the review team, but discussion and a decision on this matter was tabled until a fifth voting committee member arrived.

Next, Mr. Jackson proceeded with the 9-1-1 Administrator update. He gave a brief recap of the 9-1-1 Symposium on September 14, 2016, which was generally well received. Mr. Jackson also updated the committee on the next step of the ESINet Test Pilot, as well as ride-alongs he began conducting with first responders.

*At 11:13 AM, Jason Loree of Boardman Township, representing the Ohio Township Association, joined the teleconference, giving the committee a fifth voting member. At this time, a quorum was established and the meeting proceeded as an official meeting.*

Mr. Jackson proceeded to the agenda item of review and approval of the meeting minutes for the August 30, 2016, meeting minutes. After asking for any edits to the minutes and hearing no

requests, Mr. Jackson asked for a motion to approve the minutes. *A motion was made by Tom Robbins to accept the minutes and seconded by Jason Loree. A roll call vote was taken and all committee members voted to approve the minutes.*

Next, Mr. Jackson briefly recapped the matter of the draft RFP and the panel needed to review it. After a short discussion, Mr. Jackson requested a motion to recommend the task of reviewing the draft RFP by a panel. *Mr. Robbins made a motion, which was seconded by Rep. Patmon. A roll call vote was taken and all committee members were in favor.*

The next task for the committee was to select a member from the committee to join the panel that would review the draft RFP. Mr. Robbins volunteered to take on this roll. Mr. Jackson asked for discussion, and hearing none asked for a motion to approve Mr. Robbins as part of the panel. *Rep. Patmon made a motion to approve, which was seconded by Commissioner Humphrey. A roll call vote was taken and all committee members voted to approve Mr. Robbins.*

Mr. Jackson then asked if any of the committee members had any new business. None of the committee members offered any new business or additional comments.

Finally, the committee discussed potential dates for the October meeting. A tentative date of October 20, 2016 at 11:00 AM was set, with additional information to follow.

Mr. Jackson then requested a motion to adjourn the meeting. *Mr. Loree made a motion to adjourn, which was seconded by Rep. Burkley. All were in favor and the meeting was adjourned.*