

**ALABAMA 9-1-1 BOARD MEETING**  
**AUM Center for Advanced Technologies**  
**400 South Union Street, 4<sup>th</sup> Floor Conference Room**  
**Montgomery, Alabama 36104**

Minutes of September 18, 2013 Meeting

Prior notice of this regularly scheduled meeting of the Alabama 9-1-1 Board was given in accordance with the Alabama Open Meetings Act.

The roll was called and the following members were present:

Roger Wilson, Chairman  
Riley Blount - Absent  
Ernie Blair  
Bill Brodeur  
Mark Brown - Absent  
Chris Heger  
Melissa Dove  
Fred Johnson  
Johnny Hart  
Wayne Hutchens  
John Nettles  
Jerry Renfroe  
Donnie Smith

A quorum was established and the meeting was called to order at 10:00 a.m. by Chairman Roger Wilson who acted as presiding officer of the meeting.

Upon motion by Chris Heger and seconded by Donnie Smith, the Agenda which was previously published on the Board's website was unanimously approved.

Upon motion by Jerry Renfroe and seconded by Fred Johnson, the Minutes of August 28, 2013 meeting were not passed. A discussion of the errors with the Minutes of August 28, 2013 meeting lead to the motion to table the minutes until the Executive Director could review them.

Upon motion to table the Minutes of August 28, 2013 meeting by Fred Johnson and seconded by Bill Brodeur, motion was passed.

The first order of business was the Board expense report. Donnie Smith reported the following expenses:

Christine Heger	\$168.37	- Travel
Bill Brodeur	\$318.37	- Travel
Roger Wilson	\$298.92	- Travel
Johnny Hart	\$336.45	- Travel
Melissa Dove- August Meeting	\$96.00	- Travel

Melissa Dove- September Meeting	\$96.00	- Travel
Donnie Smith- 09-05-2013 Meeting	\$101.65	- Travel
Fred Johnson- ACCA Conference	\$387.49	- Travel
Fred Johnson – August Meeting	\$157.02	- Travel
<b>Total Board Travel Submitted</b>	<b>\$2,225.77</b>	
Jim Sasser- 30.1 hours	\$4214.00	-Legal Fees
Jim Sasser- August Meeting Travel	\$105.04	-Legal Fees
Jim Sasser- Travel to file Emergency rule	\$93.79	-Legal Fees
<b>Total for Jim Sasser</b>	<b>\$4412.83</b>	
Jason Jackson- 9/4/13-9/16/13	\$629.26	-Executive Director
Jason Jackson- Equipment Purchases	\$645.90	-Executive Director
<b>Total for Jason Jackson</b>	<b>\$1,274.55</b>	
<b>Grand total for entire Expense Report</b>	<b>\$7,913.15</b>	

Upon motion by Chris Heger and seconded by Melissa Dove, the Expense Report was unanimously approved.

After further discussion of future travel expenses, the motion was made to approve and pay travel expenses only after the travel has been completed and the appropriate documentation has been received and approved by the Board. This motion will go into effect beginning with the October Board meeting. The motion was unanimously approved.

The next order of business was the Attorney's Report. The Attorney's Report entailed discussions about scope of work for the new Accounting contract in regard to the Board. The contract should be completed the following week and presented to the contract review committee by next month.

The next order of business was the Administrative Rules. Fred Johnson presented the following:

First issue is the wide range of comments that addressed the proposed rules and the emergency rules. Fred Johnson urged that Jason Jackson and his staff have the opportunity to make sure that these rules are technically correct by the next Board meeting.

Second issue is transitional relief for the various carriers. The issue was opened for discussion among the board. The discussion of continuing the billing as it is today while transitioning. The Board was polled for the issue of providing transitional relief. The issue was unanimously passed. The carriers stated that the Emergency rule 6 was expanding beyond what we had been traditional reported and cannot be implemented. During discussions, Roger Wilson informed Fred Johnson that his report would be left open while the meeting went into recess so that rules committee could address Emergency rules 5 and 6.

After the recess, the meeting was called back into order. Fred Johnson presented to the Board for consideration is a special transitional billing rule for wire-line service providers

providing non-VoIP services through digital service platforms. The rule is being proposed as presented to the Board members. Upon motion by Chris Heger and seconded by Johnny Hart, the Transitional Rule was unanimously approved as read.

All comments in regards to proposed rules will be published on the website. Additional issues regarding statutes were discussed. The issue of Lifeline defined as a discount program and not a free program and the E9-1-1 surcharge associated with Lifeline. Also, the discount on this service cannot be applied to taxes, fees and surcharges.

The next order of business was the State Plan. The summaries have been prepared from the town hall meetings conducted at the ACCA Conference as well as the interviews with other states. These summaries have been distributed to the Long-term Planning Committee. Meetings will be scheduled to discuss the findings from both documents.

The next order of business was the Executive Director report presented by Jason Jackson. Two job descriptions were presented to the Board. One for Development Director and the other was for Executive Assistant.

Upon motion by Donnie Smith and seconded by Wayne Hutchens, the job descriptions were approved unanimously.

Jason Jackson presented the Admin Budget. Total expense is \$910,000. The budget does not include the Liability Insurance. The budget includes salaries, contract labor, office expenses, which does not include telephone or internet. Additional items are Grants totaling \$295,000. Grants will be used as incentives. The wireless budget's administration money will be transferred over to cover the furniture and equipment purchases.

Upon motion by Donnie Smith and seconded by Bill Brodeur, the Administration Budget was approved unanimously.

Jason Jackson discussed getting a line of credit for the Board. One member of the Board disagreed with getting a line of credit. Representatives from MDA discussed why they felt the Board needed a line of credit for maintaining operations. After stabilizing operations the line of credit would be paid back.

Roger Wilson appointed Donnie Smith, Jason Jackson, Bill Brodeur, and Wayne Hutchens to the Finance Committee.

A credit card has been issued, but has not been received at this point. Phone numbers and fax numbers have been assigned. The website will be updated to make it user friendly. Jason Jackson would like to purchase a conference call line. The RFP for insurance will potentially be posted on the website next week. Jason Jackson recommended forming a Grant Committee and a Training and Standards Committee.

The next order of business was the ANGEN report by John Ellison. The September 30<sup>th</sup> go-live date is still on for 1 p.m. If all goes well, Duke will go to Dothan and convert them on

October 2<sup>nd</sup>. This will give us a CenturyLink and AT&T tandem router. After the AL-NENA Conference, we will begin converting others.

Roger Wilson appointed Bill Brodeur as Chair, Donnie Smith, Jason Jackson, Roger Wilson, and Johnny Hart to the Cost Recovery Committee.

Training and Standards Committee and Grant Committee will be discussed and announced at the next Board meeting. APCO Representative volunteered to be on the Training and Standards Committee as she could provide discounted or free training.

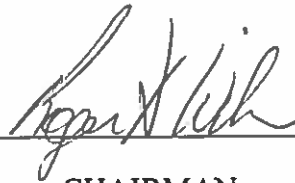
Mr. Wilson noted that the next meeting will be October 23, 2013 at 10:00 a.m. at the ACCA Building on North Jackson Street, Montgomery, Alabama.

Upon motion by Donnie Smith and seconded by Wayne Hutchens, the meeting was adjourned at approximately 12:37 p.m.

Approved this 23 day of October, 2013



SECRETARY



CHAIRMAN

**MEETING SIGN-IN SHEET**

**Project:** Alabama 9-1-1 Board

**Meeting Date:** 09/18/13

**Facilitator:** Roger Wilson

**Place/Room:** 4<sup>th</sup> Floor Conference Room, Bailey Building, Montgomery, Alabama

Name	Title	Organization/Department	Signature
Roger C. Humphrey	Admin Advisor	Collman Co E911	Roger C. Humphrey
Betty Weeks	W-State Govt Officer	Windstream	Betty Weeks
Jim Meach	Mr - State Regulatory	TDS Telecom	Jim Meach
VT 7	Director	Tallahassee Co 9-1-1	VT 7
Jimmy McLeung	Atty	Capell (Sprint)	Jimmy McLeung
Susan Berlin	Counsel	Sprint	Susan Berlin
Sandy Kharafe	Dir. State Reg	CenturyLink	Sandy Kharafe
John Schrems		CenturyLink	John Schrems
Francis B. Semmes	Genral Attorney	AT&T Services	Francis B. Semmes
GREG LOCKER	Gen Counsel	ALPHA	GREG LOCKER
Melina Dora			Melina Dora

Name	Title	Organization/ Department	Signature
F. RALPH DOWDY	CPA	MDA	F. Ralph Dowdy
REGINA MCDANIEL	CPA	MDA	Regina McDaniel
Chris Heeger	Board Member		
Wayne Hutchens	Board	AT&T	
John H. Hunt	Guest	March 11/91	John H. Hunt
Marcus Maples	Attorney	State & Perm. / Justice	Marcus Maples