

STATE 9-1-1 COMMITTEE
Emerging Technology Subcommittee
June 9, 2011
Conference Call

Meeting Minutes

A. Roll Call

Chair John Hunt called the meeting to order at 10 a.m. Members participating in the conference call included:

MEMBERS PRESENT:

Mr. John Hunt (Chair)
Ms. Pat Anderson
Ms. Marsha Bianconi
Ms. Cathy Brandimore
Ms. Pat Coates
Mr. Bob Currier
Ms. April Heinze (joined at 10:10 a.m.)
Mr. Mike Muskovin (joined at 10:05 a.m.)
Mr. Mike Szor

REPRESENTING:

TCS
AT & T
Conference of Western Wayne
Troy Police Department
CLEMIS
Intrado
Eaton County Central Dispatch
Ottawa County Central Dispatch
Alpena County Central Dispatch

NON-VOTING MEMBERS PRESENT:

Ms. Harriet Miller-Brown Michigan State Police
Ms. Mary Jo Hovey Michigan State Police

ABSENT:

Mr. Todd Jones Advanced Wireless Telecom
Mr. Kevin Schoen ACD Wireless

Roll call was taken and a quorum of subcommittee members participating in the conference call.

B. Approval of April 15, 2011, Meeting Minutes

A **MOTION** was made by Ms. Marsha Bianconi to approve the meeting minutes of April 15, 2011. Supported by Ms. Pat Anderson, the **MOTION** carries.

C. Old Business

1. Update on Spring Technology Forum

Mr. Hunt thanked the subcommittee members for their work in helping to make the forum a success again this year. There was a lot of good information distributed. There were no follow-up questions for the speakers after the meeting. Ms. Harriet Miller-Brown noted that all the PowerPoint presentations from the forum are posted on the State 9-1-1 Committee (SNC) web site.

This will be a recurring annual event. The next one will be targeted for April 2012. Agenda topics will be discussed at a future subcommittee meeting.

2. Solicit Volunteers to Serve on Work Groups

a. Review Kimball Document from Technical Perspective

This work group will look to see if there are any gaps or anything that may have been overlooked. The work group will include Ms. Pat Coates, Mr. Mike Muskovin, Ms. Harriet Miller-Brown, and Mr. John Hunt.

b. Review 2 or 3 Existing RFPs from Around the Country

Volunteers for this work group will include Ms. April Heinz, Ms. Marsha Bianconi, and Cathy Brandimore. The RFPs to be reviewed will include Tennessee, California, and possibly Maine (due out in July), Vermont, Washington state, Alabama, and Iowa. Sometimes there are multiple RFPs to cover areas such as the network portion, CPE, and a bundle RFP. Mr. Hunt will work to get copies of the Iowa and Alabama RFPs and forward them to the subcommittee members. The Tennessee RFP was previously forwarded to everyone.

Mr. Hunt noted that if the ultimate goal is to put together a model RFP, we may want to look at a state close to what Michigan's would be. Mr. Bob Currier stated that if the subcommittee gets to the point of putting together a model RFP, he has a boilerplate that could be used.

The sample RFPs will need to be sent to the entire subcommittee as all members will need to see them eventually.

c. Make a Recommendation of What Approach Should be Taken for Michigan to Assist PSAPs in this Endeavor (i.e., model RFP or checklist identifying various parts needing to be considered in an RFP)

Mr. Hunt noted he will solicit a work group chair later to put together an RFP or ESI Net.

Ms. Miller-Brown noted that the state has people who are trained specifically to put together the details that are needed for an RFP for the state. At the appropriate time she can make contact with them.

D. New Business

1. Review and Update of the State 9-1-1 Plan

The original plan was put together and approved by the SNC in 2009 and was included in the 2009 Report to the Legislature. The plan calls for an update every two years after the initial version. The subcommittee is due to provide an updated State 9-1-1 Plan in the 2011 Report to the Legislature, which is due August 1.

Ms. Miller-Brown noted she does not see the updated plan being ready for SNC approval until the September meeting. The plan can be provided to the Legislature after that date electronically. A note will be made in the 2011 Report to the Legislature that the updated plan will be forthcoming.

Mr. Hunt noted that last time the subcommittee members divided up the different sections of the plan to work on. He would like to review the existing report and make amendments to bring it up to date. Work on the report was divided up as follows:

Executive Summary	Marsha Bianconi
Introduction	Harriet Miller-Brown & Pat Coates
Current 9-1-1 Environment	Pat Anderson
Future Environment	John Hunt, Mike Szor, April Heinze, Bob Currier
Goals, Objectives, and Measures	John Hunt and Harriet Miller-Brown
Resource Allocation	Same
Updating the Plan	Same
Mechanism(s) for Overseeing and Managing the State's 9-1-1 System	Same
Mechanism for Initiating and Monitoring An Implementation Project	Same
Conclusion	Same

If anyone has suggestions or changes, get with the person assigned to that specific section with your comments.

2. Motorola

Ms. Miller-Brown noted that Terry Ebby from Motorola gave a presentation at Michigan NENA and would like to do one for the subcommittee similar to what AT&T and Frontier did earlier. She will work out the details to arrange this.

E. Public Comment

None

F. Next Meeting

The next meeting was scheduled for Friday, July 15, 2011, at 9 a.m. as a conference call. (Update: A scheduling conflict occurred and the conference call was rescheduled to Monday, August 15, 2011, at 10 a.m.)

G. Adjourn

The meeting was adjourned at 10:35 p.m.