

2021 Work Plan for 911 Coordinating Council

Scheduled Council Meetings for 2021:

- January 22, 2021 (Fri) (Web Conference)
- April 12, 2021 (Mon) (Web Conference)
- June 11, 2021 (Fri) (Web Conference)
- August 27, 2021 (Fri) (Topeka)
- November 8, 2021 (Mon) (Joint Conference with KS APCO – Manhattan)
- December 10, 2021 (Fri) (Web Conference)

OBJECTIVES:

A. Executive Committee

ACTIVITIES: Oversight of Local Collection Point Administrator (LCPA) contract services; monitor 911 revenue collection and approve Council budget; identify Administrative Regulations needed; distribute prepaid wireless 911 fees in excess of \$3 million/year; provide guidance to Public Safety Answering Points (PSAPs) on use of 911 funds; monitor telecommunications service provider compliance with 911 Act requirements and Regulation; Conduct annual review of LCPA. Oversight of Council's Communications Plan, portal and web-site services to provide timely and relevant information to PSAPs and to provide access by stakeholders to information, guidance, standards, and general information from the Council; Evaluate strategies and recommendations of Strategic Plan update, due February 28, 2021; Accept and/or modify strategies, timelines, priorities, fiscal objectives, and staff recommendations; facilitate multi-jurisdictional implementation efforts identified in plan; take specific actions to implement strategies and goals in the plan; evaluate any legislative action needed to implement strategies; monitor plan implementation progress and update it with accomplishments, revised priorities, and changes in strategies and goals.

1. Perform Statutory Council Responsibilities

- **Conduct annual review of LCPA** 06/11/21
- **Work Plan and Budget Planning Workshop** 09/16/21
- **Draft 2022 Budget and Workplan to Council** 11/08/21
- **Adopt 2022 Budget and Workplan** 12/10/21

2. Annual Reports to Legislature, Federal Communications Commission (FCC), National 911 Profile Database

- **FCC report due** 06/30/21
- **Profile Database update due** 07/01/21
- **Present draft Legislative report to Council** 11/08/21
- **Approve final legislative report Council** 12/10/21
- **Send legislative report to Legislative Committees** 01/17/22

3. Statewide Strategic Plan for Implementation of Next Generation 911 (NG911) Services	
• Updated Strategic Plan draft provided to Council	02/28/21
• Council adoption of updated Strategic Plan	04/05/21
• AT&T, Motorola, RapidDeploy Roadmap review	08/25/21
• Exec Committee Strategic Planning Workshop	09/15/21
4. Council Operations	
• Review and revise business case on or before	03/31/21
• Review and revise business case on or before	06/30/21
• Review and revise business case on or before	09/30/21
• Review and revise business case on or before	12/31/21
• Management of Federal 911 Grant projects	Ongoing
• Charter and appoint Application Review Committee (ARC)	04/12/21
• Draft and seek Council Approval of EMDC Deployment Policy	01/22/21
5. Ensure that appointments for Coordinating Council Positions are made	
• Provide notice to stakeholders of vacancies that will be pending Governor's appointment effective July 1st	04/01/21
• Develop mentoring and succession plans (Council and Committees)	04/01/21
6. State Outreach	
• Review and revise overall communications plan	04/01/21
• Ensure that every project addresses communication with stakeholders as a part of the project plan	Ongoing
7. National Outreach	
• Execute projects of 911 Grant Program application	Ongoing
• Investigate/participate in Computer Aided Dispatch (CAD) Data Sharing project	TBD
8. Legislation / Administrative Regulations	
• Present testimony in support of changes to Kansas 911 Act or other state legislation impacting 911	Ongoing
• Monitor and comment on federal legislation affecting 911	Ongoing
9. Ongoing for other activities	Ongoing

B. Operations Committee

ACTIVITIES: Expenditure Review Sub-Committee reviews compiled PSAP financial report information for 911 expenditures and make decisions regarding approval; Identify additional information for expenditure report content and prepare reports. Assist in providing technical and operational guidance to PSAPs and other Council Committees; Develop policy and a public education plan for Real-Time-Text-to-911 (RTT-to-911), outbound text, and other i3 enhancements on the statewide NG911 system; Support the implementation of RapidDeploy Nimbus; Develop and deliver PSAP and public education on Council projects; Review and respond to requests from the stakeholder community regarding 911 specific applications; Support implementation of additional i3 services to the NG911 System ecosystem; Evaluate creation of voluntary training cadre and recommend action to Council; Continue migration of PSAPs onto the statewide NG911 System upon request of PSAPs; Review training, change management, risk management, governance and Incident Management plans for any necessary modifications.

1. **Facilitate Communication among Council and Stakeholders**
 - **PSAP financial expenditure reports due.** 03/01/21
 - **Review 911 fee expenditures for approval determination** 09/30/21
 - **Provide expenditure review reports and support ERC in appeal hearings of decisions made by the ERC in regard to approval determinations** Ongoing
 - **Support Council in appeal hearings to KS Dept. of Administrative Hearings** As Needed
 - **Evaluate and socialize additional hardware needs of PSAPs** Ongoing
2. **Meetings for outreach and collaboration**
 - **Spring APCO** 04/12/21
 - **Fall APCO/Council Joint Conference** 11/08/21
 - **Admin Training Day** 11/17/21
 - **MARC / Council Roadmap Meeting** 02/17/21
 - **MARC / Council Roadmap Meeting** 11/10/21
3. **Training Sub-Committee**
 - **Continue monthly “lunch and learn” training webinars** Ongoing
 - **Continue bi-weekly “PSAP Roundtable” telecon** Ongoing
 - **Continue quarterly “PST Roundtable” telecon** Ongoing
 - **Support quarterly newsletter development and distribution** Ongoing
 - **Develop voluntary Telecommunicator training certification and verification program and training cadre development** 04/01/21
 - **Seek Council approval of Telecommunicator training certification and verification program** 04/05/21
 - **Develop mandatory technology training for NG911 System, including delivery methods** 06/30/21
 - **Identify stress management resources for outreach to PSAPs** Ongoing
 - **Facilitate regional, hands-on technology training** TBD

4. Text-to-911 Sub-Committee	
• Review current policy and procedures for Text-to-911	04/01/21
• Update PSA's through school program	04/01/21
• Update public education materials on website	04/01/21
• Develop refresher training on Text-to-911	07/01/21
• Develop Real Time Text (RTT) training	10/01/21
• Develop RTT and outbound text policy and training as needed	10/01/21
• Seek Council approval of RTT and outbound text and training	11/08/21
• Review Council plans for needed update & present to Council	12/10/21
• Recommended policy changes to PSAPs as technology updates or changes	Ongoing
• Continue partnerships with the KCDHH, KCSDV, and other advocacy groups	Ongoing
5. Ongoing for other activities	Ongoing
C. Broadband Interoperability Committee	
1. Monitor developments related to NG911 with FirstNet	Ongoing
2. Monitor developments related to NG911 with other carriers offering public safety broadband services	Ongoing
3. Monitor and assist Kansas Broadband Task Force's efforts	Ongoing
D. Technical/Security Committee	
ACTIVITIES: Ongoing monitoring of emerging cybersecurity threats and implementation of plans to reduce associated risks. Monitoring of progress towards improved location accuracy. Review release notes for Vesta software upgrades for potential risk. Provide technical and security review of planned i3 service additions to the NG911 system. Review technical and security implications of Public Safety Broadband integration to the NG911 system. Evaluate and monitor technical and security implications of RapidDeploy RadiusPlus and Nimbus implementations. Manage Incident Management plan updates and enhancements. Monitor implications of FirstNet interconnection on the call handling system. Monitor progress of telecommunications service provider interconnection with ESInet. Evaluate and monitor implementation of Real Time Text (RTT). Evaluate need, technical specifications and security risks of Internet of Things (IoT) interface to the call handling network.	
1. Ongoing for all activities	Ongoing

E. GIS Committee

ACTIVITIES: Provide needed GIS data work in support of NG911 System enhancements; Provide oversight of GIS data maintenance to ensure that all Kansas jurisdictions remain in compliance with required maintenance; Conduct quality assurance testing of GIS data maintenance submissions; Support PSAP migration from MSAG to Geo-MSAG for any additional PSAPs implementing statewide system; Support refresh of aerial imagery; Provide continuing training for GIS Data Stewards and GIS Data Maintainers.

1. Statewide Aerial Imagery RFP

- Review and approve acquired imagery

12/31/21

2. Ongoing for other activities

Ongoing

December 31, 2023: Legislature's Division of Post Audit will have completed an audit of the 911 system as set out in KSA 12-5377(c).

2024 Legislative Session: Legislature shall review the 911 Act (KSA 12-5377(d)).

911 Coordinating Council Calendar of Events

Date	Activity
01/22/21	Draft and seek Council Approval of EMDC Deployment Policy
02/17/21	MARC / Council Roadmap Meeting
02/28/21	Updated Strategic Plan draft provided to Council
03/01/21	PSAP financial expenditure reports due.
03/31/21	Review and revise business case on or before
04/01/21	Governor's appointment effective July 1st
04/01/21	Develop mentoring and succession plans (Council and Committees)
04/01/21	Review and revise overall communications plan
04/01/21	Develop voluntary Telecommunicator training certification and verification program and training cadre development"
04/01/21	Review current policy and procedures for Text-to-911
04/01/21	Update PSA's through school program
04/01/21	Update public education materials on website
04/05/21	Council adoption of updated Strategic Plan
04/05/21	Seek Council approval of Telecommunicator training certification and verification program
04/12/21	Charter and appoint Application Review Committee (ARC)
04/12/21	Spring APCO
06/11/21	Conduct annual review of LCPA
06/30/21	FCC report due
06/30/21	Review and revise business case on or before
06/30/21	Develop mandatory technology training for NG911 System, including delivery methods
07/01/21	Profile Database update due
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08/25/21	AT&T, Motorola, RapidDeploy Roadmap review
09/15/21	Exec Committee Strategic Planning Workshop
09/16/21	Work Plan and Budget Planning Workshop
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11/08/21	Seek Council approval of RTT and outbound text policy and training
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