

2023 Work Plan for 911 Coordinating Council

Scheduled Council Meetings for 2023:

- January 20, 2023 (Fri) (Web Conference)
- April 14, 2023 (Mon) (Web Conference)
- June 9, 2023 (Fri) (Web Conference)
- August 25, 2023 (Fri) (Topeka)
- October 27, 2023 (Fri) (Web Conference)
- December 8, 2023 (Fri) (Web Conference)

OBJECTIVES:

A. Executive Committee

Date Due

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, 2023; 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** 06/09/23
- **Draft 2023 Budget and Workplan to Council** 10/04/23
- **Adopt 2023 Budget and Workplan** 12/08/23

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

- **FCC report due** 06/30/23
- **Profile Database update due** 07/01/23
- **Present draft Legislative report to Council** 11/27/23
- **Approve final legislative report Council** 12/08/23
- **Send legislative report to Legislative Committees** 01/15/24

3. Statewide Strategic Plan for Implementation of Next Generation 911 (NG911) Services

- **Updated Strategic Plan draft provided to Council** 02/28/23
- **Council adoption of updated Strategic Plan** 04/14/23
- **Infrastructure Workshop (Roadmap review)** 04/18/23
- **Infrastructure Workshop Update** 08/29/23
- **Strategic Planning Workshop** 09/28/23
- **Exec Committee Strategic Planning Workshop** 09/29/23

4. Council Operations	
• Review and revise business case	03/31/23
• Review and revise business case	06/30/23
• Review and revise business case	09/30/23
• Review and revise business case	12/31/23
• Review State Grant Fund policy	12/31/23
• Management of Federal 911 Grant projects	As Needed
• Present EMDTC Deployment Policy to Council	12/08/23
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	01/15/23
• Mentoring and Orientation of New Council Members (Council & Committees)	Ongoing
• Monitor Council COOP, including succession planning	Ongoing
6. State Outreach	
• Review, and revise if needed, overall communications plan	04/01/23
• Ensure that every project addresses communication with stakeholders as a part of the project plan	Ongoing
• Support and identify opportunities for collaboration with state, local, federal and other entities	Ongoing
• Bi-Annual newsletter development and distribution	Ongoing
• MARC / Council Roadmap Meeting	03/31/23
• MARC / Council Roadmap Meeting	11/30/23
• Attend Meetings of State agencies and other entities, as requested for support of 911 related matters (SIAC, 988 etc.)	As Sched
7. National Outreach	
• Execute projects of 911 Grant Program application if needed	Ongoing
• ESInet to ESInet interconnections and call transfers	Ongoing
• ESInet to Legacy surrounding states interconnection	Ongoing
• Remain aware and engaged with other State Programs	Ongoing
8. Legislation / Administrative Regulations	
• Present testimony in support of changes to Kansas 911 Act or other state legislation impacting 911	As Needed
• Monitor and comment on federal legislation affecting 911	Ongoing
9. Ongoing for other activities	12/31/23
B. Operations Committee	Due Date

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 requested 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; 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 training cadre and recommend action to Council; Review

and provide input on EMDTC deployment policy; Continue migration of final two eligible 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.

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| 1. Facilitate Communication among Council and Stakeholders | |
| • PSAP financial expenditure reports due. | 03/01/23 |
| • Review 911 fee expenditures for approval determination | 08/31/23 |
| • Provide expenditure review reports and support Council in appeal hearings of decisions made by the ERC in regard to approval determinations | As Needed |
| • Support Council in appeal hearings to KS Dept. of Administrative Hearings | As Needed |
| • Evaluate identified additional hardware needs of PSAPs | Ongoing |
| • Support bi-annual newsletter development and distribution | Ongoing |
| 2. Public Education/Tech Policy/Training Sub-Committee | |
| • Continue bi-weekly “PSAP Admin” telecon | Ongoing |
| • Explore Frontline PST outreach methodologies | Ongoing |
| • Support bi-annual newsletter development and distribution | Ongoing |
| • Develop mandatory technology training curriculum for System, including delivery methods and development of training cadre | Ongoing |
| • Facilitate hands-on technology training | As Needed |
| • Review sample policy and procedures for needed update | Ongoing |
| • Update or create PSA’s as needed | Ongoing |
| • Update website as needed | Ongoing |
| • Update training video on Text-to-911 | 07/01/23 |
| • Develop training for enhancements and new features | TBD |
| • Develop sample policy for enhancements and new features | TBD |
| • Continue partnerships with the KCDHH, KCSDV, 988 and other advocacy groups | Ongoing |
| • Support bi-annual newsletter development and distribution | Ongoing |
| 3. Ongoing for other activities | Ongoing |

C. Technical/Security Committee **Due Date**

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 upgrades. Monitor and evaluate bandwidth needs and potential network modifications to facilitate increased bandwidth or network performance. 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 enhancements and new features. Evaluate need, technical specifications and security risks of Internet of Things (IoT) interface to the call handling network.

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| 1. Ongoing for all activities | Ongoing |
| 2. Explore implementation of forest guide database for inner-system communication with state and nationwide PSAP partners | 12/31/23 |

D. 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; Submit maintenance updates to EGDMS as needed; Support PSAP migration from MSAG to Geo-MSAG for any additional PSAPs implementing statewide system; Monitor and manage transition to Public Safety Platform (PSP) data management platform; Support refresh of aerial imagery; Provide continuing training for GIS Data Stewards and GIS Data Maintainers.

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| 1. Refresh statewide aerial imagery in 2023/24 flying season | 12/31/23 |
| 2. Participate in RapidDeploy CAB and report out to Exec. Comm. | Ongoing |
| 3. Ongoing for other activities | Ongoing |
| 4. Explore visualization of Z-axis data for PSTs, including indoor mapping | Ongoing |
| 5. GIS data model update | 12/31/23 |

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
01/15/23	Provide notice to stakeholders of vacancies that will be pending Governor's appointment effective July 1st
02/28/23	Updated Strategic Plan draft provided to Council
03/01/23	PSAP financial expenditure reports due.
03/31/23	Review and revise business case
03/31/23	MARC / Council Roadmap Meeting
04/01/23	Review, and revise if needed, overall communications plan
04/14/23	Council adoption of updated Strategic Plan
04/18/23	Infrastructure Workshop (Roadmap review)
06/09/23	Conduct annual review of LCPA
06/30/23	FCC report due
06/30/23	Review and revise business case
07/01/23	Profile Database update due
07/01/23	Update training video on Text-to-911
08/29/23	Infrastructure Workshop Update
08/31/23	Review 911 fee expenditures for approval determination
09/28/23	Strategic Planning Workshop
09/29/23	Exec Committee Strategic Planning Workshop
09/30/23	Review and revise business case
10/04/23	Draft 2023 Budget and Workplan to Council
11/27/23	Present draft Legislative report to Council
11/30/23	MARC / Council Roadmap Meeting
12/08/23	Adopt 2023 Budget and Workplan
12/08/23	Approve final legislative report Council
12/08/23	Present EMDTC Deployment Policy to Council
12/31/23	Review and revise business case
12/31/23	Review State Grant Fund policy
12/31/23	Explore implementation of forest guide database for inner-system communication with state and nationwide PSAP partners
12/31/23	Refresh statewide aerial imagery in 2023/24 flying season
12/31/23	GIS data model update
01/15/24	Send legislative report to Legislative Committees