



## **Council Meeting, August 26, 2022**

Statehouse, Topeka, Kansas

### **Call to Order**

### **Roll Call**

### **Consent Agenda Items** (with single motion and vote)

- 1) ~~Council Meeting Minutes, April 15, 2022 (below)~~
- 2) Council Special Meeting, May 6, 2022 (below)
- 3) Financial Report
- 4) Council Member Handbook, latest release
- 5) LCPA Annual Review
- 6) Council Committee Guidelines
- 7) Staff and Committee Reports

### **Agenda Items:**

- Council Meeting Minutes, April 15, 2022
- LCPA Report
- NG911 Administrator Report
- Communication and Training Coordinator Report
- Liaison Report
- GIS Committee Report
- Federal Grant Report
- Operations Committee Report
- ERC Committee Report
- Training Committee Report
- Public Education and Technology Policy Committee Report
- Technology and Security Report
- Program Management Report
- New Business
- Adjournment motion



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- Program Management Report
- New Business
- Adjournment motion

## Kansas 911 Coordinating Council Special Meeting Minutes, May 6, 2022 web conference

### Call To Order

The Kansas 911 Coordinating Council ("Council") special meeting was called to order at 10:11a.m. by Kansas NG911 Coordinating Council Administrator, Scott Ekberg. Scott reviewed the Kansas Open Meetings Act (KOMA) rules for the meeting, and the chat feature of this web conference was disabled.

### Roll Call

Roll call attendance was taken by Gayle Schwarzrock. There were 10 voting members, and four non-voting members present at the start of the meeting. Some Council members joined the meeting after roll call and some Council members had to leave the meeting early.

#### **Council Members in Attendance**

*Voting Members:* Troy Briggs, Representative John Carmichael, Robert Cooper, Senator Marci Francisco, Scott Hilbrink, Representative Kyle Hoffman, Sherry Massey, Josh Michaelis, Becky Snook, Ellen Wernicke.

*Non-Voting Members:* Jerry Daniels, Mike Daniels, Patrick Fucik, Ken Nelson

#### **Council Members Absent**

*Voting Members:* Senator Rick Billinger, Jac Brown, Jerry Harrison, Nick Robbins, Brooks Wederski, Jonathan York.

*Non-Voting Members:* Terry Clark, Robert McDonald, Elizabeth Phillips, Michael Ruffin, Sara Spinks, Mark Tucker.

#### **Also in Attendance**

Michele Abbott, Lori Criqui, Eileen Battles, Kathleen Becker, Scott Ekberg, Angela Murphy, Braden Perry, Gayle Schwarzrock, Randall White.

### Third Host

Scott Ekberg presented on implementing a Third Host onto the statewide system. Crawford County and Pittsburg Police Department (PD) are in the process of getting their Service Order Request (SOR) signed to come on to the NG911 system. Their Solacom system and service has had recent issues putting them in an emergent situation of wanting to come on to the statewide system.

Scott explained that currently there are 48 agencies on the North Host, and 55 agencies on the South Host. He shared that in Arkansas, AT&T is limiting their hosts to 40 PSAPs. Since they have larger PSAPs, limiting their hosts to 40 PSAPs is reasonable. Scott believes that limiting our Kansas Hosts to 50 PSAPs is prudent.

Currently the South Host has 55 PSAPs, which places that Host at maximum capacity. To keep our system fully resilient and functional, we need to decrease the South Host load to 50 PSAPs. Additionally, loading the South Host to 50 PSAPs allows sufficient capacity reserve should a PSAP on the South Host want to add additional workstation(s). Currently, to add an additional workstation, we must (a)

decommission workstations in back-up centers, or (b) not allow a workstation to be added. The proposed solution is to:

- leave the North Host as it is
- reduce the South Host to 41 PSAPs
- add a Third Host
- then move onto the Third Host 14 existing agencies of the Southeast Kansas homeland security region and add the two new agencies, Crawford County and Pittsburg PD.

This change provides good capacity on the South Host, as well as room for growth. Additionally, adding the Third Host as a primary host with only 16 agencies with plenty of room to allow any interested PSAPs to join the redundancy program as discussed.

**Motion to expend the funds to add the Third Host to the call handling system** was made by Josh Michaelis; seconded by Becky Snook.

Representative John Carmichael commented that if 50 agencies is the reasonable capacity for a Host, it appears that the North Host is at full capacity. He inquired if there was any thought given to adjusting the North Host for a better balance and to allow for expansion on the North Host. Scott advised that he considered reducing capacity on the North Host. However, doing so requires separating PSAPs that have neighbors on the same Host, and they would not fit into the Third Host.

This alternative is something that can be discussed with those PSAPs. The three Hosts work seamlessly with ESInet. No Memorandums of Understanding will need to be changed between partner PSAPs. They will still be able to roll from one Host to the other. Many will end up with a partner on their primary Host – one on the South Host and one on the North Host – which is the best alternate routing plan they could have. Future discussions with some of the counties on the North Host may try to even out more the number of PSAPs.

Representative John Carmichael asked about the additional costs to Shawnee and Sedgwick Counties. He stated that at the last meeting a motion was made for the Council to pay for the Third Host and inquired about the issue with Sedgwick County and Shawnee County being charged for additional software expense. Scott advised the plan would remain the same. They will have to pay their licensing cost if they want to take advantage of the host redundancy. Representative Carmichael stated at the last meeting that an inquiry was made as to whether someone had reached out to Shawnee County and Sedgwick County to get their input on the proposal and at that time there had been no contact with those counties. He inquired if there has been any contact with either county since that time. Scott advised that Council staff contacted both counties regarding the host redundancy program. To present, only Riley County has indicated an interest. That is a decision to be made by the individual PSAPs whether having that redundant call handling host is worth the cost of the software licensing. Representative Carmichael recommended that we reach out to both PSAPs once again to explain the cost of software licensing. Michele Abbott stated that she had a conversation with the Interim Director at Shawnee County mid-April on both abandoned callback and host redundancy. [Scott followed up with the counties again.]

A roll call vote was held on the **Motion to expend the funds to add the Third Host to the call handling system**. All in favor. **Motion carried.**

Voting Members (17)	Yea	Nay	Abstain
<b>Troy Briggs</b> , Kansas Sheriff Association	X		
<b>Representative John Carmichael</b> , House	X		
<b>Robert Cooper</b> , Deaf Hard Hearing	X		
<b>Senator Marci Francisco</b> , Senate	X		
<b>Scott Hilbrink</b> , Fire Chief	X		
<b>Representative Kyle Hoffman</b> , House	X		
<b>Sherry Massey</b> , PSAPs under 75k	X		
<b>Josh Michaelis</b> , PSAPs under 75k	X		
<b>Becky Snook</b> , KS APCO	X		
<b>Ellen Wernicke</b> , PSAPs over 75k	X		
<b>VOTE: Expend Funds To Add The Third Host To The Call Handling System</b> MOTION BY: Josh Michaelis SECONDED BY: Becky Snook PASSED: 10 yea and 0 nay. All in favor. <b>Motion carried.</b>			

## Adjournment

**Motion to adjourn** made by Sheriff Briggs; seconded by Ellen Wernicke. An oral vote was held with all in favor. **Motion carried.**

The meeting adjourned at 10:29 a.m.

Submitted by:

Scott Ekberg  
NG911 Administrator

**KANSAS 911 COORDINATING COUNCIL**  
**Balance Sheet**  
**Tuesday, May 31, 2022**

	<u>Current YTD</u>
<b>Assets:</b>	
Cash	
911 State Fund	\$6,782,292.68
911 Operations Fund	16,623,210.35
911 State Grant Fund	1,006,056.41
911 State Money Market	398,726.07
911 Operations Money Market	<u>1,222,457.43</u>
Total Cash	26,032,742.94
Investments	
911 State Fund Investments	1,662,042.56
911 Operations Fund Investments	<u>5,931,913.24</u>
Total Investments	7,593,955.80
Accounts Receivable	3,285,372.56
Prepaid Expenses	274,946.12
Accrued Revenues	
Accrued Receivables	<u>118,108.26</u>
Total Accrued Revenues	118,108.26
<b>Total Assets</b>	<b><u><u>37,305,125.68</u></u></b>
<b>Liabilities</b>	
Accounts Payable	3,518,582.27
Accrued Expenses	
Accrued Accounts Payable - PSAP Minimum Payments	760,000.00
Accrued Accounts Payable - PSAP Withholding	<u>(293.10)</u>
Total Accrued Expenses	759,706.90
Deferred Revenue	<u>2,784,897.23</u>
Total Liabilities	7,063,186.40
<b>Equity</b>	
Fund Balance - Unrestricted	30,241,939.28
<b>Total Liabilities and Equity</b>	<b><u><u>37,305,125.68</u></u></b>

**Kansas 911 Coordinating Council  
Summary  
For the Five Months Ending Tuesday, May 31, 2022**

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 22 Budget Remaining
<b>Revenue</b>					
Telcom Income	\$2,708,756.10	\$2,634,333.33	\$13,359,351.17	\$13,171,666.65	\$18,252,648.83
Prepay Fee Income	198,052.50	188,584.50	1,032,096.73	942,922.50	1,230,917.27
PSAP 911 Services Payments	388,466.94	391,666.67	1,939,140.78	1,958,333.35	2,760,859.22
Interest Income	12,408.43	1,250.00	27,556.65	6,250.00	(12,556.65)
<b>Total Revenue</b>	<b>\$3,307,683.97</b>	<b>\$3,215,834.50</b>	<b>\$16,358,145.33</b>	<b>\$16,079,172.50</b>	<b>\$22,231,868.67</b>
<b>PSAP Expenses</b>					
PSAP Payments	1,733,945.00	1,708,333.33	8,561,018.86	8,541,666.65	11,938,981.14
PSAP Minimum Quarterly Payments	95,000.00	137,500.00	885,579.28	687,500.00	764,420.72
<b>Total PSAP Expenses</b>	<b>\$1,828,945.00</b>	<b>\$1,845,833.33</b>	<b>\$9,446,598.14</b>	<b>\$9,229,166.65</b>	<b>\$12,703,401.86</b>
<b>Operating Expenses</b>					
Personnel Contracts	12,841.65	14,469.92	63,391.85	72,349.60	110,247.15
Council Meeting Expenses	121.21	1,300.01	5,770.76	6,500.05	9,829.24
Committee Meeting Expenses	0.00	333.32	0.00	1,666.60	4,000.00
Other Administrative Costs	2,932.67	7,082.50	33,431.04	35,412.50	51,558.96
<b>Total Operating Expenses</b>	<b>\$15,895.53</b>	<b>\$23,185.75</b>	<b>\$102,593.65</b>	<b>\$115,928.75</b>	<b>\$175,635.35</b>
<b>Contractual Costs</b>					
AT&T Service Contracts	734,891.13	821,420.83	3,683,090.58	4,107,104.15	6,173,959.42
LCPA Contract	12,280.17	12,280.17	61,400.85	61,400.85	85,961.15
Non-Admin. Contract Staff					
Non-Admin. Contract Staff Expenses	27,846.53	33,233.34	143,564.64	166,166.70	255,235.36
Other Contract Costs	57,408.11	83,523.39	361,623.70	417,616.95	640,657.30
Grant Expenses	0.00	0.00	9,980.40	0.00	(9,980.40)
<b>Total Contractual Costs</b>	<b>\$832,425.94</b>	<b>\$950,457.73</b>	<b>\$4,259,660.17</b>	<b>\$4,752,288.65</b>	<b>\$7,145,832.83</b>
<b>Total Expenses</b>	<b>2,677,266.47</b>	<b>2,819,476.81</b>	<b>13,808,851.96</b>	<b>14,097,384.05</b>	<b>20,024,870.04</b>
<b>Other Income</b>					
Investment Interest/Dividends	28,466.05	0.00	108,852.74	0.00	(108,852.74)
Gain/Loss on Investment	39,685.25	0.00	(461,647.48)	0.00	461,647.48
<b>Total Other Income</b>	<b>\$68,151.30</b>	<b>\$0.00</b>	<b>(\$352,794.74)</b>	<b>\$0.00</b>	<b>\$352,794.74</b>

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 22 Budget Remaining
<b>Other Expense</b>					
Investment Fees	3,569.55	0.00	26,059.01	0.00	(26,059.01)
<b>Total Other Expense</b>	<b>\$3,569.55</b>	<b>\$0.00</b>	<b>\$26,059.01</b>	<b>\$0.00</b>	<b>(\$26,059.01)</b>
<b>Net Other Income and Expense</b>	<b>\$64,581.75</b>	<b>\$0.00</b>	<b>(\$378,853.75)</b>	<b>\$0.00</b>	<b>\$378,853.75</b>
<b>Net Change in Net Assets</b>	<b>\$694,999.25</b>	<b>\$396,357.69</b>	<b>\$2,170,439.62</b>	<b>\$1,981,788.45</b>	<b>\$2,585,852.38</b>
<b>Operating Expense Percentage</b>			<b>0.63%</b>		

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**Kansas 911 Coordinating Council**  
**911 State Fund**  
**For the Five Months Ending Tuesday, May 31, 2022**

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 22 Budget Remaining
<b>Revenue</b>					
Telcom Income	\$1,984,845.06	\$2,634,333.33	\$9,787,948.13	\$13,171,666.65	\$21,824,051.87
Interest Income	3,494.25	625.00	7,719.22	3,125.00	(219.22)
<b>Total Revenue</b>	<b>\$1,988,339.31</b>	<b>\$2,634,958.33</b>	<b>\$9,795,667.35</b>	<b>\$13,174,791.65</b>	<b>\$21,823,832.65</b>
<b>PSAP Expenses</b>					
PSAP Payments	1,733,945.00	1,708,333.33	8,561,018.86	8,541,666.65	11,938,981.14
PSAP Minimum Quarterly Payments	95,000.00	137,500.00	885,579.28	687,500.00	764,420.72
<b>Total PSAP Expenses</b>	<b>\$1,828,945.00</b>	<b>\$1,845,833.33</b>	<b>\$9,446,598.14</b>	<b>\$9,229,166.65</b>	<b>\$12,703,401.86</b>
<b>Operating Expenses</b>					
Other Administrative Costs	265.67	175.00	1,260.58	875.00	839.42
<b>Total Operating Expenses</b>	<b>\$265.67</b>	<b>\$175.00</b>	<b>\$1,260.58</b>	<b>\$875.00</b>	<b>\$839.42</b>
<b>Total Expenses</b>	<b>1,829,210.67</b>	<b>1,846,008.33</b>	<b>9,447,858.72</b>	<b>9,230,041.65</b>	<b>12,704,241.28</b>
<b>Other Income</b>					
Investment Interest/Dividends	7,183.54	0.00	25,270.62	0.00	(25,270.62)
Gain/Loss on Investment	8,678.65	0.00	(106,420.62)	0.00	106,420.62
<b>Total Other Income</b>	<b>\$15,862.19</b>	<b>\$0.00</b>	<b>(\$81,150.00)</b>	<b>\$0.00</b>	<b>\$81,150.00</b>
<b>Other Expense</b>					
Investment Fees	890.17	0.00	6,228.31	0.00	(6,228.31)
<b>Total Other Expense</b>	<b>\$890.17</b>	<b>\$0.00</b>	<b>\$6,228.31</b>	<b>\$0.00</b>	<b>(\$6,228.31)</b>
<b>Net Other Income and Expense</b>	<b>\$14,972.02</b>	<b>\$0.00</b>	<b>(\$87,378.31)</b>	<b>\$0.00</b>	<b>\$87,378.31</b>
<b>Net Change in Net Assets</b>	<b>\$174,100.66</b>	<b>\$788,950.00</b>	<b>\$260,430.32</b>	<b>\$3,944,750.00</b>	<b>\$9,206,969.68</b>

**Kansas 911 Coordinating Council**  
**911 Operations Fund**  
**For the Five Months Ending Tuesday, May 31, 2022**

	<b>Current Period</b>	<b>Current Period Budget</b>	<b>Current YTD</b>	<b>Budget YTD</b>	<b>FY 22 Budget Remaining</b>
<b>Revenue</b>					
Telcom Income	\$693,832.45	\$0.00	\$3,422,994.98	\$0.00	(\$3,422,994.98)
Prepay Fee Income	198,052.50	188,584.50	1,032,096.73	942,922.50	1,230,917.27
PSAP 911 Services Payments	388,466.94	391,666.67	1,939,140.78	1,958,333.35	2,760,859.22
Interest Income	8,420.97	625.00	18,766.27	3,125.00	(11,266.27)
<b>Total Revenue</b>	<b>\$1,288,772.86</b>	<b>\$580,876.17</b>	<b>\$6,412,998.76</b>	<b>\$2,904,380.85</b>	<b>\$557,515.24</b>
<b>Operating Expenses</b>					
Personnel Contracts	12,841.65	14,469.92	63,391.85	72,349.60	110,247.15
Council Meeting Expenses	121.21	1,300.01	5,770.76	6,500.05	9,829.24
Committee Meeting Expenses	0.00	333.32	0.00	1,666.60	4,000.00
Other Administrative Costs	2,667.00	6,907.50	32,170.46	34,537.50	50,719.54
<b>Total Operating Expenses</b>	<b>\$15,629.86</b>	<b>\$23,010.75</b>	<b>\$101,333.07</b>	<b>\$115,053.75</b>	<b>\$174,795.93</b>
<b>Contractual Costs</b>					
AT&T Service Contracts	734,891.13	821,420.83	3,683,090.58	4,107,104.15	6,173,959.42
LCPA Contract	12,280.17	12,280.17	61,400.85	61,400.85	85,961.15
Non-Admin. Contract Staff					
Non-Admin. Contract Staff Expenses	27,846.53	33,233.34	143,564.64	166,166.70	255,235.36
Other Contract Costs	57,408.11	83,523.39	361,623.70	417,616.95	640,657.30
Grant Expenses	0.00	0.00	9,980.40	0.00	(9,980.40)
<b>Total Contractual Costs</b>	<b>\$832,425.94</b>	<b>\$950,457.73</b>	<b>\$4,259,660.17</b>	<b>\$4,752,288.65</b>	<b>\$7,145,832.83</b>
<b>Total Expenses</b>	<b>848,055.80</b>	<b>973,468.48</b>	<b>4,360,993.24</b>	<b>4,867,342.40</b>	<b>7,320,628.76</b>
<b>Other Income</b>					
Investment Interest/Dividends	21,282.51	0.00	83,582.12	0.00	(83,582.12)
Gain/Loss on Investment	31,006.60	0.00	(355,226.86)	0.00	355,226.86
<b>Total Other Income</b>	<b>\$52,289.11</b>	<b>\$0.00</b>	<b>(\$271,644.74)</b>	<b>\$0.00</b>	<b>\$271,644.74</b>
<b>Other Expense</b>					
Investment Fees	2,679.38	0.00	19,830.70	0.00	(19,830.70)
<b>Total Other Expense</b>	<b>\$2,679.38</b>	<b>\$0.00</b>	<b>\$19,830.70</b>	<b>\$0.00</b>	<b>(\$19,830.70)</b>

	Current Period	Current Period Budget	Current YTD	Budget YTD	FY 22 Budget Remaining
Net Other Income and Expense	\$49,609.73	\$0.00	(\$291,475.44)	\$0.00	\$291,475.44
Net Change in Net Assets	\$490,326.79	(\$392,592.31)	\$1,760,530.08	(\$1,962,961.55)	(\$6,471,638.08)

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**Kansas 911 Coordinating Council  
911 State Grant Fund  
For the Five Months Ending Tuesday, May 31, 2022**

	<b>Current Period</b>	<b>Current Period Budget</b>	<b>Current YTD</b>	<b>Budget YTD</b>	<b>FY 22 Budget Remaining</b>
<b>Revenue</b>					
Telcom Income	\$30,078.59	\$0.00	\$148,408.06	\$0.00	(\$148,408.06)
Interest Income	493.21	0.00	1,071.16	0.00	(1,071.16)
<b>Total Revenue</b>	<b>\$30,571.80</b>	<b>\$0.00</b>	<b>\$149,479.22</b>	<b>\$0.00</b>	<b>(\$149,479.22)</b>
<b>Net Change in Net Assets</b>	<b>\$30,571.80</b>	<b>\$0.00</b>	<b>\$149,479.22</b>	<b>\$0.00</b>	<b>(\$149,479.22)</b>

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Kansas 911 Coordinating Council

Council Member Handbook

Version 1.0

July 10, 2020



# Kansas 911 Coordinating Council

August 3, 2020

Greetings

I would like to take this opportunity to welcome you to this outstanding group of dedicated professionals.

Since the Kansas 911 Coordinating Council was created by the Legislature with the passage of the Kansas 911 Act (K.S.A. 12-5362 et seq.) in 2011, Kansas has been the national leader in the deployment of Next Generation 911 (NG911) services and delivery. This accomplishment would not have been possible without dedicated Kansas 911 Coordinating Council members past & present, such as yourself. On any given day, as many as 300 individuals are working on Council projects and systems. These individuals include volunteer Council members, Council Committee members, Council staff and vendor partner staff.

Kansas 911 Coordinating Council members & staff have shared the Kansas model throughout the nation as we believe that, the best way to plan for the future is to create it. A few of those accomplishments include the following:

- One of the most cost effective NG911 solutions in the nation; if not the most cost effective
- First state on A.T. & T.'s ESInet
- Text-to-911 service available in 95% of Kansas counties
- Enhanced 911 GIS call routing data with incorporated situational awareness

On September 22<sup>nd</sup>, 2017 during a visit to the Sedgwick County Emergency Communications Center FCC Chairman Ajit Pai stated that, "Kansas is the Gold Standard for NG911 Deployment".

Congratulations on your appointment to the Kansas 911 Coordinating Council.

Sincerely,

Dick Heitschmidt, Chairman



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## History of the Council and the Kansas 911 Act

The Kansas 911 Coordinating Council was created by the Legislature with the passage of the Kansas 911 Act (K.S.A. 12-5362 et seq.) in 2011. The Act became effective on January 2, 2012, and the Council commenced operations.

The Act was amended by Senate Bill 384 in the 2012 Legislative Session. The amendments to the Act:

- Defined multi-line telephone systems
- Clarified the definition of a subscriber account
- Modified the initial terms of Council members to provide for continuity of Council operations through staggered term limits
- Clarified the process for disbursing prepaid wireless fees collected in excess of two million dollars annually

In the 2014 Session, the Act was further modified by Senate Bill 284. Those modifications:

- Explained that a telecommunications service provider can include a 911 System Operator
- Defined a 911 call and a 911 System Operator
- Modified Council membership to include representation of the Kansas Sheriff's Association, Kansas Association of Chiefs of Police, Kansas Office of Information Technology Services, and deleted a member representing the KAN-ED network
- Provided the Council with the authority to select the LCPA and set its compensation by an affirmative vote of nine Council members and removed a requirement for Legislative Coordinating Council consent to the award of the contract unless the intended contract awardee is not the incumbent

In the 2019 Session, the Act underwent some substantial change. House Bill 2084 amended the Act to:

- Provide authority for the Council to draft Kansas Administrative Regulations (K.A.R.) to address GIS data standards and maintenance
- Provide a mechanism for cost recovery if the Council must modify GIS data that is not in compliance with the GIS data standard and the PSAP fails to correct it
- Increase the 911 fee to \$0.90 per device capable of contacting 911
  - \$0.66 direct distribution to PSAPs
  - \$0.23 direct distribution to Operations Fund (created by the bill)
  - \$0.01 direct distribution to Grant Fund (\$2M cap)
  - 2.06% Prepaid Wireless Fee
  - \$60,000 minimum payment per County

**P.O. Box 842, Emporia, KS 66801**

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- 2% of total revenue cap on administrative expenses of the Council
- Change and expand Council membership
  - PSAP representative regardless of size now represents the Kansas Association of Public Safety Communications Officials (KS-APCO)
  - 2 non-voting members representing non-traditional PSAPs were added, one of which must represent tribal government
- Codify the 911 fee expenditure reporting process that had been followed since 2012
- Provide authority to withhold 10% of 911 fund payments to PSAPs who fail to submit their annual report and supporting documentation,
- Codify the expenditure pre-approval process
- Change liability protection from a reasonable care standard to a gross negligence standard and includes the LCPA, PSAPs and service providers in the protection
- Adds the 911 Act to other legislation that local government cannot opt out of under home rule

## Council Member Responsibilities

In its current form, the Act provides several broad areas of responsibility to the Council. Those responsibilities include:

- Monitoring the delivery of 911 services,
- Developing strategies for future enhancements to the 911 system
- Distributing available grant funds to PSAPs.
- Selecting the LCPA and setting its compensation
- Adopting rules and regulations necessary to effectuate the provisions of the act, including but not limited to
  - Creating a uniform PSAP expenditure reporting form
  - Setting standards for coordinating and purchasing equipment
  - Recommending standards for training of PSAP personnel
  - Mandating technical training on the hosted system equipment
  - Assessing civil penalties
  - Lower the 911 fee if revenue is in excess of need

In addition to fulfilling statutory responsibilities, Council members are expected to meet the following:

- Council members are expected to review and understand this handbook and seek clarification from the NG911 Administrator or other Council members or staff on any questions it may create. The handbook is intended to provide:
  - An in-depth look at how the Council functions
  - Review of what the Council has accomplished and the purpose



- Discuss Council processes and procedures
- Provide a review of various plans and strategies for the future
- Participate in six (6) scheduled Council meetings as defined by the annual Work Plan
  - In general, three (3) meetings are face-to-face with web-conferencing
    - One (1) of these meetings is held at the Statehouse, Topeka
    - Two (2) meetings are held jointly with APCO in various conference centers
- Participate in any *ad-hoc*, special Council meetings to address important decisions that cannot wait until the next scheduled meeting.
- Communicate and socialize Council plans and strategy with their represented local and state organizations for the purpose of developing and achieving synergistic statewide concurrence, cooperation, and collaboration.
- Communicate and socialize Council plans and strategy with U.S. Congress members for the purpose of developing and achieving synergistic Federal concurrence, cooperation, and collaboration.
- Monitor, authorize and approve major plans, funds, priorities, reports and decisions regarding statewide next generation 9-1-1 implementation and service as developed by the NG911 Administrator and Council Executive Committee.
- Serve on Council committees, subcommittees, and working groups.
- Council members or their represented associations, nominate candidates to fill vacant Council seats for consideration by the Director of Appointments, Governor's Office.
- All Council meetings comply with Kansas Open Meetings Act (KOMA) and Kansas Open Records Act (KORA) requirements.

## Statement of Substantial Interest

Based on guidance from legal Counsel, and approval by the full Council on April 15, 2022, each member of the Kansas 911 Coordinating Council shall complete a Statement of Substantial Interest (SSI) with the Kansas Secretary of State as a part of the application process for appointment to the Council and each year thereafter between April 15 and April 30 of each year. A reminder to complete the SSI will be provided by the Council Communications and Training Coordinator each year.

## Council Membership

Current Council Membership:

Council Member Representation		Individual Currently Representing
<b>Voting Members (17)</b>		
Government Information Technology Personnel		<b>Brooks Wederski</b> , City of Colby IT
Government Information Technology Personnel		<b>Jac Brown</b> , Riley County IT
Kansas Sheriff's Association		<b>Troy Briggs</b> , Haskell County Sheriff

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Kansas Association of Chiefs of Police	<b>Jerry Harrison</b> , Independence Chief of Police
Fire Chiefs Association	<b>Scott Hilbrink</b> , Fire Chief's Association
Adjutant General's Department	<b>Jonathan York</b> , Branch Director - KDEM
Kansas Emergency Medical Services Board	<b>Vacant</b>
Kansas Commission for the Deaf and Hard of Hearing	<b>Robert Cooper</b> , Exec. Director KCDHH
PSAPs in Counties with greater than 75,000 population	<b>Vacant</b>
PSAPs in Counties with greater than 75,000 population	<b>Ellen Wernicke</b> , Johnson Co. ECC Director
PSAPs in Counties with less than 75,000 population	<b>Josh Michaelis</b> , Rice Co. ECC Director
PSAPs in Counties with less than 75,000 population	<b>Sherry Massey</b> , IT/GIS Director
Kansas Chapter of the Assoc. of Public Safety Communications Officials	<b>Becky Snook</b> , Mitchell Co ECC Director
Kansas House of Representatives - Majority Party	<b>Representative Kyle Hoffman</b> , District 116
Kansas House of Representatives - Minority Party	<b>Representative John Carmichael</b> , District 92
Kansas Senate - Majority Party	<b>Senator Rick Billinger</b> , District 40
Kansas Senate - Minority Party	<b>Senator Marci Francisco</b> , District 2
<b>Non-Voting Members (11)</b>	
Rural Independent Telephone Companies	<b>Robert McDonald</b> , Madison Telephone Operations Manager
Incumbent Local Exchange Carriers with over 50,000 lines	<b>Michael Ruffin</b> , AT&T External Affairs
Large Wireless Providers	<b>Patrick Fucik</b> , Sprint Director of State Government Affairs
VoIP Providers	<b>Mark Tucker</b> , Cox Communications Vice President
Kansas League of Municipalities	<b>Vacant</b>
Kansas Association of Counties	<b>Jerry Daniels</b> , Allen County Commissioner
Kansas Geographic Information Systems Policy Board	<b>Ken Nelson</b> , Kansas Geographic Information Officer
Kansas Office of Information Technology Services	<b>Sara Spinks</b> , Project Management Director OITS
Mid-America Regional Council	<b>Mike Daniels</b> , MARC Planning & Administration. Manager
Non-Traditional PSAPs	<b>Elizabeth Phillips</b> , Kansas Univ. Public Safety Administrator
Non-Traditional PSAPs - Tribal Government	<b>Terry Clark</b> , PBPN Tribal Police Chief

## Council Staff and Non-Member Volunteers

The following individuals serve as Council Staff and non-member volunteers:

Position	Individual Filling
Chairman	<b>Dick Heitschmidt</b> , Hutchinson Chief of Police Ret.
NG911 Administrator	<b>Scott Ekberg</b> , KES Enterprise, LLC
911 Liaison	<b>Lori Alexander</b> , Lori Alexander, LLC
NG911 Program Manger	<b>Randall White</b> , Randall White Consulting, LLC
NG911 Technical Support Specialist	<b>Phill Ryan</b> , PRyan, LLC
NG911 Portal Work Group Chair	<b>Eileen Battles</b> , DASC Manager
Broadband Interoperability Work Group Chair	<b>Michele Abbott</b> , Butler Co. Special Projects Manager
LCPA Program Manager	<b>Kathleen Becker</b> , Senior Director MNS, Inc.
LCPA Finance Director	<b>Carol Dold Harris</b> , Vice President of Finance MNS, Inc.
LCPA Administrative Specialist	<b>Gayle Schwartzrock</b> , Project Assistant MNS, Inc.

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## Council Contracted Support Positions

Position	Individual Filling
NG911 Administrator Services	KES Enterprise, LLC
911 Liaison Services	Lori Alexander, LLC &
Communications & Training Coordinator Services	
NG911 Program Mangement	Randall White Consulting, LLC
NG911 Technical Support Specialist	PRyan, LLC
LCPA Services	Mainstream Nonprofit Solutions, Inc.
GIS Support Services	Dickinson County, Kansas
GIS/Portal Support Services	Data Access & Support Center
LCPA Administrative Specialist	Gayle Schwartzrock, Project Assistant MNS, Inc.

## Council Committees

By statute, the Council establishes and relies on several committes and working groups. While the expectation is that these committees and subcommittees provide the “heavy lifting” of day-to-day activities of Kansas Next-Generation 9-1-1 (NG911), the Council provides authority and direction for NG911. Currently, the Council has the following committees and working groups:

- Executive Committee - provides “heavy lifting” for Council. Responsibilities include day-to-day operations, strategic planning, and fiscal planning.

- Chairman – Dick Heitschmidt

Michele Abbott

Josh Michaelis

Sherry Massey

Ken Nelson

Eileen Battles

Phill Ryan - Support

Lori Alexander - Support

Randall White - Support

Scott Ekberg – Support

- Operations Committee - defines on-going operation and maintenance of NG911. Responsibilities include expenditure review, PSAP operations guidance, and support to all other committees to provide perspective on impact to PSAP operations.

- Chairman – Josh Michaelis

Michele Abbott

Ellen Wernicke

David Cowan

Melanie Bergers

Robert Cooper

Kathy Kuentler

Lori Alexander – Support

Scott Ekberg - Support

- Training Subcommittee - develops recommended infrastructure training plans, programs. Responsibilities include creation and maintenance of recommended minimum training standards, development of mandatory training requirements for

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NG911 System equipment and programs, administrative training conference, joint APCO conference training schedule, and administration of the Kansas Learn online training platform.

- Chairman – Ellen Wernicke

Michele Abbott	David Cowen
Pam Opoka	Melanie Bergers
Kathy Kuenstler	Angela Murphy
Josh Michaelis	Jerry Harrison
Elora Forshee	Troy Briggs
BJ Tracy	Lori Alexander – Support
Nick Robbins	Scott Ekberg - Support

- Text-to-911 Subcommittee - evaluates effectiveness of 911 texting. Responsibilities include implementation and policy guidance, public education and assistance to PSAPs with public education, real-time text implementation, policy guidance and education.

- Chairman – Melanie Bergers

Josh Michaelis	Tim McQuade
Robert Cooper	Ellen Wernicke
Katie Gifford	Michele Abbott
Nikki Thomas	Lori Alexander – Support
Jody Mader	Scott Ekberg - Support

- Expenditure Review Subcommittee – reviews all expenditures of 911 fees by the PSAPs and ensures compliance with the eight allowable uses of 911 funds as proscribed by K.S.A. 12-5375.

- Chairman – Josh Michaelis

Brandi Walker	Melanie Bergers
Brandy Grassl	Troy Briggs
Kathy Kuentsler	Lori Alexander – Support
David Cowen	Scott Ekberg – Support

- Legislative Committee – prepares and supports attempts to modify the Act as needed.
  - Committee is currently dormant as no pending legislative actions are being considered

- Technical Committee - addresses current and future technology issues and impacts of proposed changes to the NG911 System network.

- Chairman – Phill Ryan

Ken Nelson	Justin Vaughn
Sherry Massey	Ken Larkin

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Eileen Battles	Dustin Alexander
Michele Abbott	Terry McLarty
Hassan Al-Rubaie	Peter Bales
Joe Currier	Jared Meier
Brooks Wederski	Nathan Johnson
Jac Brown	Dick Heitschmidt – Support
Jeff Maxon	Randall White – Support
John Fox	Scott Ekberg – Support
Keith Martin	Lori Alexander – Support

Brent Trease

- Security Subcommittee - considers security impacts on the NG911 system of existing and arising threats and any changes to the system.
  - Chairman – Phill Ryan

Joe Currier	Dustin Alexander
Brooks Wederski	Terry McLarty
Jac Brown	Peter Bales
Jeff Maxon	Jared Meier
John Fox	Nathan Johnson
Keith Martin	Dick Heitschmidt – Support
Brent Trease	Lori Alexander – Support
Justin Vaughn	Scott Ekberg – Support
Ken Larkin	

- Call Location Accuracy Work Group - improves 911 caller location accuracy.
  - Work Group is currently dormant as latest developments in location accuracy have been implemented on the system.
- Geographic Information System (GIS) Committee - addresses critical GIS data maintenance for routing of 9-1-1 calls
  - Chairman – Ken Nelson
  - Co-Chair – Sherry Massey

Eileen Battles	Sheri Taylor
Eamonn Coveney	Mike D’Attilio
Kyle Gonterwitz	Lori Alexander – Support
Saralyn Hayes	Scott Ekberg – Support
Jack Joseph	Randall White – Support
Keith Shaw	Phill Ryan - Support
Will Trimble	

- Geospatial Work Group – understands the implementation of geospatial call routing and addresses needed changes in GIS standards to facilitate



- Chairman– Sherry Massey
  - Ken Nelson
  - Scott Ekberg – Support
  - Eileen Battles
  - Phill Ryan - Support
- NG911 Portal Work Group – addresses current and future change and expansion of NG911 web portal
  - Chairman – Eileen Battles
    - Ken Nelson
    - Randall White
    - Kelly Emmons
    - Lori Alexander
    - Asif Iqbal
    - Scott Ekberg
    - Angela Westcott



- Broadband Interoperability Work Group - monitors and addresses interconnection and interoperability of broadband systems, including the FirstNet public safety broadband network.

- Chairman – Michele Abbott

Bob McLemore

Jonathan York

Stacie Mills

Stanley Adams

Travis Marshall

Lori Alexander

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## GIS Data

1. Importance of GIS data for NG911
  - a. Accurate, aligned GIS data is a mandatory, critical component of geospatial call routing
  - b. Geospatial call routing is the foundation of NG911 and routes calls based on the location of the caller, rather than the location of a tower site.
2. First step taken by the Council towards migration to NG911 was the GIS Data Enhancement Project
  - a. Creation of Kansas NG911 GIS data model
  - b. Contractor hired to compare each PSAP Jurisdictions GIS data with the data model and identify gaps and omissions
  - c. Remediation contractors hired to bring the GIS data into alignment with the standard.
  - d. Remediated data submitted back to the initial contractor to ensure that the gaps and omissions had been resolved
  - e. GIS data then went into maintenance mode
  - f. GIS Committee continually monitors for updates and to ensure that the data remains in alignment with the standard.
3. Aligning tabular MSAG and telephone number records with GIS data
  - a. This is done as a part of the migration of a PSAP to the ESInet
  - b. Complete for all PSAPs currently on the system
  - c. Must be a 99% match between MSAG, TN records and the GIS data before migrating
4. Geospatial call routing
  - a. Calls are routed based on the location (Lat/Long) of the caller.
  - b. At present, wireline and fixed VoIP calls are geospatially routed.
  - c. Wireless calls and nomadic VoIP calls that present Lat/Long at the time that the routing decision is made, are routed geospatially.
  - d. Wireless service and nomadic VoIP providers, in time, will provide Lat/Long as a part of call setup and all such calls will then be routed geospatially.



## GIS Committee Report

The GIS Committee report will be provided at each Council meeting. The following table explains the content and importance of the information provided by that report. The GIS committee is responsible for:

1. Data Maintenance oversight
2. Ortho-imagery Project oversight
3. Council web portal management and oversight
4. Geospatial call routing support and oversight

Topic	Why It Matters
GIS Data Maintenance Submission Status	Current, accurate data essential to NG911
Ortho-imagery Project Update	Imagery provides the base for data maintenance and is utilized in locating calls at the PSAPs
NG911 Portal Update	New modules and capabilities are routinely developed in the portal – Huge cost savings
Geospatial Call Routing Update	The migration of the statewide system to geospatial call routing will result in more accurate call routing and is a major milestone on the road to full NG911



# Historical Timeline of Major Events

The following timeline captures some of the major events that have transpired since the Council's inception in 2012:

- 2012 - The Act becomes effective
  - Governance, Security, ICM and Strategic Plans created
- 2013 - GIS Enhancement Project Launched
  - RFP for hosted system process begins
- 2014 - GIS Enhancement complete – all PSAPS in maintenance mode
  - Award of hosted system contract
- 2015 – Hosted data centers constructed
  - First ten PSAPs go live on system
- 2016 - 40 additional PSAPs go live – Total of 50
- 2017 - 33 additional PSAPs go live – Total of 83
  - SMS Text-to-911 goes live – First success story comes within one week.
- 2018 - 14 additional PSAPs go live – Total 97
  - Migration of system to Nationwide ESInet – (First in the nation)
- 2019 – 3 additional PSAPs go live, 2 additional planned – Total 102
  - All PSAPs on the system migrated to ESInet in RFAI config.
  - Geospatial Routing based on PIDF-Io planned by year's end
- 2020 – Migration of all PSAPs on the system to i3 geospatial routing implemented
  - 4 additional PSAPs, added to the system, 1 in install queue and 4 additional planning to come on – Total 109



## Funding

The Kansas 911 Act creates five funds that the Council operates with. Three of these funds are outside of the State Treasury and two are inside of the treasury. These funds and their source of funding are:

911 State Fund (Outside of State Treasury)	<p>911 fees are collected by telephone service providers (TSPs) and remitted to the LCPA for deposit in this fund</p> <ul style="list-style-type: none"><li>• The LCPA disburses \$.66 of each fee collected, based on a population based funding formula, to the PSAPs<ul style="list-style-type: none"><li>○ Population over 80,000 - 82% of funds generated distributed to PSAP</li><li>○ Population 65,000 to 79,999 – 85%</li><li>○ Population 55,000 to 64,999 – 88%</li><li>○ Population 45,000 to 54,999 – 91%</li><li>○ Population 35,000 to 44,999 – 94%</li><li>○ Population 25,000 to 34,999 – 97%</li><li>○ Population less than 25,000 – 100%</li></ul></li><li>• The LCPA deposits \$.23 of each fee into the 911 Operations Fund</li><li>• the LCPA deposits \$.01 of each fee into the 911 State Grant Fund</li><li>• Any PSAP jurisdiction that does not generate at least \$60,000 in 911 fee fund revenue in a year receives a subsidy to bring them up to \$60,000 annually.</li><li>• The funds withheld from the larger PSAP disbursements per the formula above, are used to make the minimum payments. Funds in excess of what is needed to make the subsidy payments from the retained funds are deposited into the 911 Operations Fund.</li></ul>
911 Operations Fund (Outside of State Treasury)	<ul style="list-style-type: none"><li>• A 2.06% fee on all prepaid wireless service purchases is collected at the point of sale, by the Kansas Department of Revenue (KDOR) from retailers. These funds are remitted to the LCPA by KDOR and deposited to the 911 Operations Fund.</li><li>• \$.23 from each 911 fee received by the LCPA is deposited to this fund<ul style="list-style-type: none"><li>○ If the balance in the Operations Fund is greater than 15% of total receipts over the prior 3 years, then the \$.23 is deposited into the State Grant Fund</li></ul></li><li>• Excess retainage and 911 fees that cannot be attributed to a specific PSAP jurisdiction are deposited to this fund</li></ul>

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911 State Grant Fund (Outside of State Treasury)	<ul style="list-style-type: none"> <li>• \$.01 of every 911 fee collected is deposited to this fund, unless the balance in the fund is in excess of \$2M.</li> <li>• Funds derived from the \$.23 deposited to the 911 Operations Fund in excess of 15% of total receipts over the prior 3 years, are deposited into this fund.</li> <li>• If the balance of this fund exceeds \$2M, then the \$.01 ceases to be deposited into this account and the fee to the PSAP increases by \$.01.</li> </ul>
911 Federal Grant Fund (Inside State Treasury)	<ul style="list-style-type: none"> <li>• Federal grant funds for 911 are deposited into this account, however, all federal grants that we are aware of are reimbursement grants, so no “bucket of money” is available for deposit into this account.</li> </ul>
State Maintenance Fund (Inside State Treasury)	<ul style="list-style-type: none"> <li>• Monies donated to the Council or State general funds appropriated for the Council are deposited into this fund.</li> </ul>

## Funding History

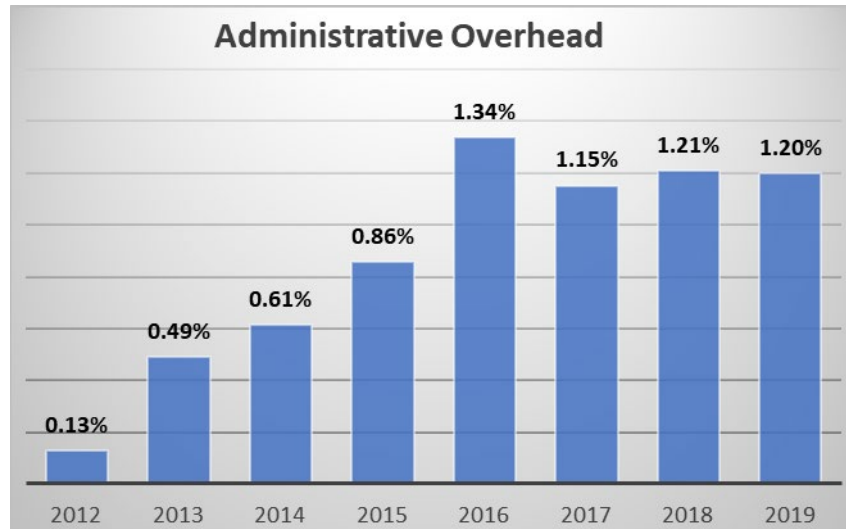
The 911 fee has generated the following revenue per year since 2012.

Year	911 Fee Funds Collected	Total Prepaid Wireless Fees Collected	Difference from Previous Year	
			911	Prepaid
2012	\$19,414,841	\$1,055,132	N/A	N/A
2013	\$19,416,238	\$1,156,979	\$1,397	\$101,847
2014	\$19,011,333	\$1,326,415	(\$404,905)	\$169,436
2015	\$19,359,086	\$1,462,888	\$347,753	\$136,473
2016*	\$21,022,272	\$1,918,797	\$1,663,186	\$455,909
2017	\$22,900,621	\$1,916,781	\$ 1,878,349	(\$2,016)
2018	\$21,555,711	\$1,806,243	(\$1,344,910)	(\$110,538)
2019*	\$26,573,640	\$2,059,641	\$5,017,929	\$253,398
2020**	\$ 31,519,310	\$3,510,247	\$4,945,670	\$1,450,606

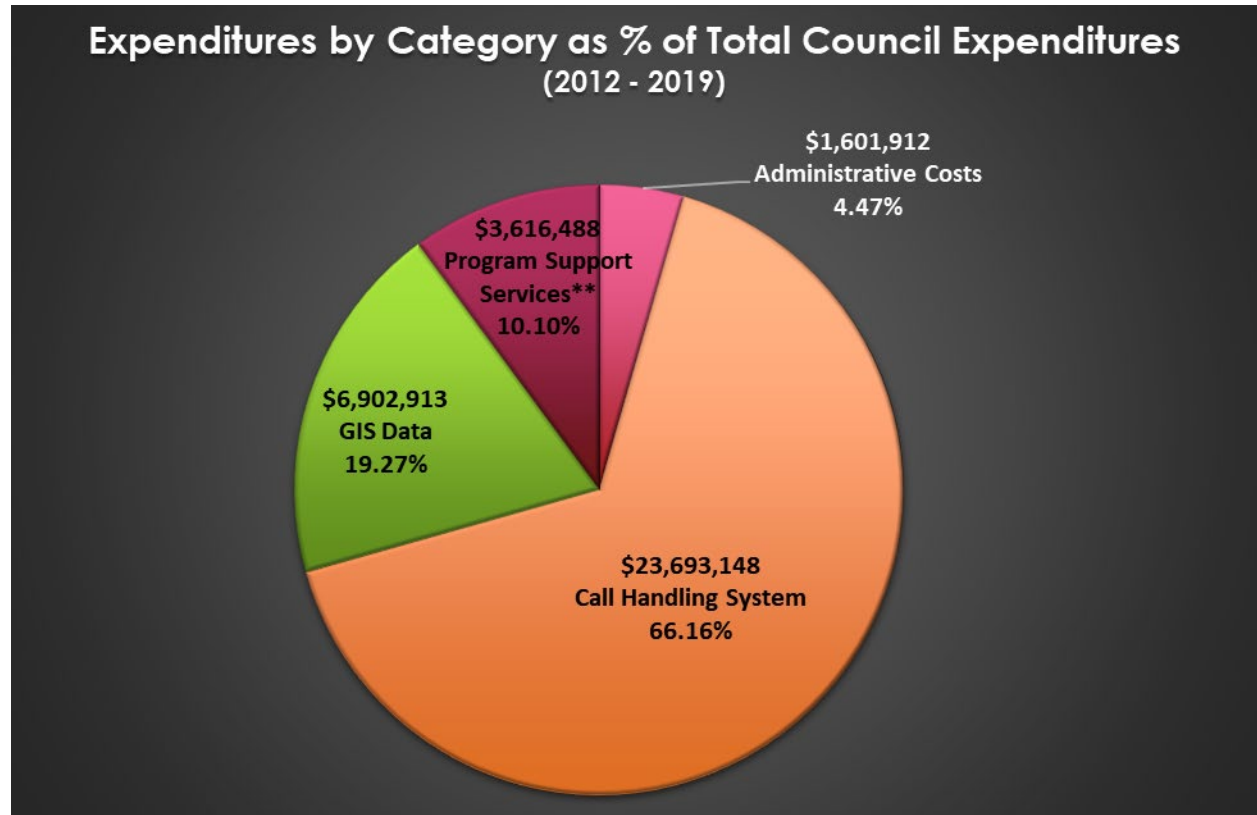
\*Increase from prior year based on 911 fee increase (\$.07 – 10/2015, \$.30 – 7/2019)

\*\*Estimates based on business case estimations

Council administrative expenses are capped at 2% of total revenue each year. The following chart shows that the Council has maintained administrative expenses well below this cap amount.



Between 2012 and 2019, the Council has spent a total of \$35,814,461. The chart below depicts a break down of where those funds were expended:





The current business case projections indicate a growth trend towards 2025. This is encouraging, as our existing contract for the NG911 System will term out in 2025 and we may be faced with new one-time costs to refresh that contract.

# Funding – Current Business Case Projection

(With Adjustments to i3 Roadmap)

NG911 Business Case - Summary				2019	2020	2021	2022	2023	2024	2025
WBS Category	Description	Provider	NAC	98	98	98	98	98	98	98
				210	210	210	210	210	210	210
Scenario										
	911 Fee			0.60	0.89	0.89	0.89	0.89	0.89	0.89
	PSAP Fee Allocation			0.60	0.66	0.66	0.66	0.66	0.66	0.66
	Ops Sustaining Setaside			-	0.23	0.23	0.23	0.23	0.23	0.23
	PSAP Minimum Payout			50,000	60,000	60,000	60,000	60,000	60,000	60,000
Income				26,850,824	38,156,020	38,156,020	38,156,020	38,156,020	38,156,020	38,156,020
Residual Carry-over from 2013: seed money										
Expenses				(32,296,484)	(38,411,207)	(37,843,471)	(36,483,452)	(36,354,697)	(36,231,420)	(42,249,518)
Gross Contingency Fund				(5,445,659)	(255,187)	312,549	1,672,567	1,801,323	1,924,599	(4,093,498)
Cash Flow conforms to best practices OSS				3,905,969	3,650,782	3,963,331	5,635,888	7,437,221	9,361,821	5,268,323

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## Audits

The 911 Act requires two audits. One of these is an annual audit of the LPCA, which must be performed by a Certified Public Accountant or a Licensed Municipal Accountant. The current LPCA has selected Cummins, Coffman & Schmitlein, CPA's, P.A. to perform this annual audit. Each year, the audit report will be presented to the Council at a regularly scheduled Council Meeting. The auditor is required to appear and present their findings to the full Council, at which time the Council will be asked to accept the audit report by vote.

The other required audit occurs every five years, and is a Legislative Post Audit (LPA) conducted through the Kansas Legislative Division of Post Audit. A procurement will be issued for auditing services by the Division of Post Audit and a contractor will be awarded the audit. This audit, by statute, will explore three areas:

1. Whether the moneys received by PSAPs pursuant to this act are being used appropriately
2. Whether the amount of moneys collected pursuant to this act is adequate
3. The status of 911 service implementation.

Additionally, other topics may be added to the scope of the audit either by the Legislature or the Council. A written report is submitted by the contractor at the completion of the audit and is made available to the Council and the Legislative Post Audit Committee of the Kansas Legislature.

Council members may be asked to submit to interviews by the contractor performing the LPA audit.

## Annual Expenditure Reporting

Each PSAP is required to submit an annual report indicating the amount of 911 fee funding it received for the previous year, the balance of 911 fees on hand, all expenditures of 911 fee funds, and information related to the PSAP, such as number of 911 call-takers, amounts of general fund monies spent for 911 purposes, etc. This report is electronic and is contained within the Council's web portal. The report is due on March 1<sup>st</sup> and is considered delinquent on March 31<sup>st</sup> of each year.

The Expenditure Review Committee (ERC) meets weekly via phone conference beginning the first full week of March until all annual reports have been reviewed, finalized and closed. The ERC reviews each reported expenditure and questions any that are not obviously allowed under the eight allowable uses contained in K.S.A. 12-5375. Those allowable uses are:

1. Implementation of 911 services
2. Purchase of 911 equipment and upgrades

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3. Maintenance and license fees for 911 equipment
4. Training of PSAP personnel
5. Monthly recurring charges billed by service suppliers
6. Installation, service establishment and nonrecurring start-up charges billed by the service supplier
7. Charges for capital improvements and equipment or other physical enhancements to the 911 system
8. The original acquisition and installation of road signs designed to aid in the delivery of emergency service

If an expense is questioned, follow up is conducted with the PSAP to obtain additional information on how the expenditure relates to the receiving, processing or dispatching of a 911 call. If the additional information satisfies the ERC that the expenditure is appropriate under the statute, then the expenditure is approved. If the information provided does not satisfy the ERC, or if the expenditure is obviously not covered by the statute, the PSAP is asked to refund the amount of the expenditure to their 911 fee account. If the PSAP concurs with the finding of the ERC, documentation of the repayment is required and the expenditure is closed upon receipt. If the PSAP does not concur, they may appeal the decision of the ERC to the Council. In this event, the PSAP will be scheduled to appear at a meeting of the Council and present their argument as to why the expenditure should be allowed. The Chairman of the ERC will present the reasoning for the ERC's finding that the expenditure was unallowable. After hearing both positions, and following any discussion or questioning that the Council may have, a vote is taken to determine the allowability of the expenditure. If the expenditure is found to be allowable by majority vote of the Council, the expenditure is accepted and the matter closed. If the expenditure is found to be unallowable, the PSAP is again asked to refund the amount of the expenditure to the 911 fee account of the PSAP. If the PSAP does not concur with the finding of the Council, it may file an appeal with the Kansas Office of Administrative Hearings. In such case, the matter will be turned over to the Council's legal counsel for adjudication.

A PSAP may seek pre-approval for any expenditure. The pre-approval request is filed via the Council web portal and the same process for evaluating the request is followed to provide a finding of allowability prior to the PSAP expending the funds.

Both the expenditure review process and the pre-approval process are set forth in Council administrative regulations. Expenditure review is K.A.R. 132-4-3 and the pre-approval process in K.A.R. 132-4-4.

As a means of keeping PSAPs informed of decisions made by the Council on the allowability of expenditures of 911 fees, a document has been created that memorializes decisions of the Council and its Expenditure Review Committee. This document is made available to PSAPs through the Council website.



## NG911 Web Portal

The Council web portal is located at <https://portal.kansas911.org>. Each Council Member should create an account on the portal. This can be accomplished by going to the above link and clicking on the “register for an account here” link on the opening page. Passwords are generated by the system and are emailed to the account holder. The passwords are not available to administrators of the portal and are known only to the account holder.

The portal has numerous modules contained within it. Some of the major modules are:

- Council Travel Reimbursement
  - A training video on this is available at [https://youtu.be/eZ\\_lleY5r\\_s](https://youtu.be/eZ_lleY5r_s)
- Legislative Pay Requests
  - A training video on this is available at <https://youtu.be/mTha1FlaDBw>
- TSP – Telephone Service Provider data submissions
- Document Archiving
- Group and Mass Email Tools
- GIS Data Upload and Tools
- Expenditure Reporting
- Change Management
- Outage Communications Tool
- Account Creation Management on DDS Server for Hosted System

In the event that an account holder forgets their password, a new password request may be made by selecting the “reset your password here” link. The new password will be emailed to the account holder.



# Kansas NG911 System

## 1. History

- a. Began in November, 2013 with the development of an RFP
- b. RFP issued in August, 2014
- c. Contract awarded for the system as a service on February 26, 2015
- d. Host data center buildout began immediately and the first PSAP was brought live on the system on August 26, 2015
- e. Since that time a total of 102 PSAPs, including a test and evaluation center at Yoder, and backup PSAPs in Sedgwick County, Saline County, and Shawnee County, have been brought on
- f. An additional 2 are in queue to come on, with 4 others expressing interest

## 2. Design

- a. Two data centers, one in Topeka (North host) and the other in Wichita (South host)
- b. Two Airbus Vesta host systems, one handling the North side of the state and the second handling the South offers Geodiversity of hosts
- c. Redundant connectivity from each host to AT&T virtual private network (AVPN)
- d. PSAPs connected to the AVPN by a terrestrial circuit and in most cases by a FirstNet LTE wireless connection (T1 in a few rare instances)
- e. Initially the hosts were fed by CAMA (Centralized Automatic Message Accounting) trunks for each PSAP. With the migration to ESInet, the CAMA trunks were disconnected 30 days after a PSAP migrated to the ESInet. The CAMA trunks were replaced with broadband connections from the service providers to the ESInet

## 3. Status

- a. 2 additional PSAPs are scheduled to come on by the end of 2020 – Prairie Band of the Potawatomie Nation Tribal Police Department and Geary County/Junction City.
- b. Hope to add four additional PSAPs next year – Crawford, Osage, Coffey and Marshall.

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- c. PSAP can transfer the call with ALI (Automatic Location Information) to any PSAP in the state. Transfers from non-system PSAPs remain ten-digit transfers without ANI/ALI
  - d. The System provides the ability for a dispatcher to log on to any workstation on their host as themselves and have full access to their home 911 trunks and administrative lines
  - e. Yoder backup, test and evaluation center allows for testing of new functionality before production release
4. ESInet
- a. ESInet (Emergency Services IP Network) is an all IP system for routing and delivery of 911 calls to the PSAPs
  - b. Replaces the legacy selective routing system utilizing CAMA circuits
  - c. NENA (National Emergency Number Association) i3 standards are the standard being followed for buildout of ESInets
  - d. AT&T has built out an i3 nationwide ESInet and we have contracted to connect our statewide call handling system to that ESInet
  - e. Advantages of ESInet
    - i. Provides ability to transfer with ANI/ALI to any PSAP in the state
    - ii. Provides faster call setup of 911 calls – decreased delay between dialing and reaching the PSAP
    - iii. Will Provide interoperability with other states' PSAPs
    - iv. Will provide full geospatial call routing
    - v. Will provide delivery of additional i3 services such as MMS messaging, telematics and expanded location information
    - vi. Provides interconnection capability with other states and the MARC region once they have their ESInet in place
5. RapidDeploy
- a. The original call mapping platform, Vesta Locate, was manufacturer discontinued in 2018, and became non-supported in September, 2019
  - b. After a robust review of several products by the GIS and Technical Committees, a recommendation to use RapidDeploy Nimbus as the replacement mapping solution was approved by the Council on June 21, 2109
  - c. The deployment of RapidDeploy was made a two phase project. The first phase was the deployment of RapidDeploy RadiusPlus, the tactical call mapping package. This deployment was initiated in January 2020 and completed on August 10, 2020

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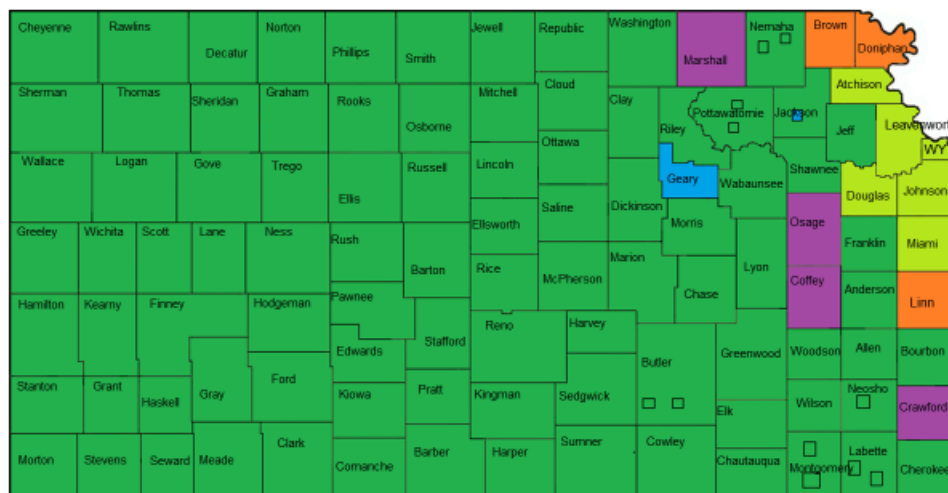
- d. Phase two of the project will be the deployment of Nimbus, which incorporates all of the features and functionality of RadiusPlus but also includes computer aided dispatch capabilities
- e. The Council approved providing a single license of Nimbus to each of the non-hosted PSAPs in the State, which at the completion of phase 2 will allow for CAD data sharing across all PSAPs in the state for multi-jurisdictional responses
- f. The RapidDeploy products provide many capabilities beyond just call mapping. These include:
  - i. Situational awareness tools such as weather, traffic data, and road cameras
  - ii. Text capabilities to obtain location directly from the caller's device and video from the caller
  - iii. Text translation capabilities
  - iv. Shareable CAD data
  - v. Optional responder application for sharing call information with field responders
- g. RapidDeploy should serve as an economical platform for adding additional i3 features and functionality to the statewide system.

# System Status

## Kansas NG911 Call Handling System

The statewide NG911 Call Handling System is currently serving 98 Kansas PSAPs, shown in the dark green section of the map on the following page. The light blue areas are two PSAPs scheduled to come on later in 2020, while the purple areas are PSAP jurisdictions that have indicated interest in coming onto the system. The area in light green is the Kansas City Mid-America Regional Council (MARC) served area of the state. MARC has a hosted system very similar to the statewide system and serves twelve Kansas PSAPs as well as several Missouri PSAPs. The PSAP jurisdictions shown in orange have standalone, legacy 911 systems and have not indicated an interest in moving to NG911.

## Statewide Hosted Call Handling System



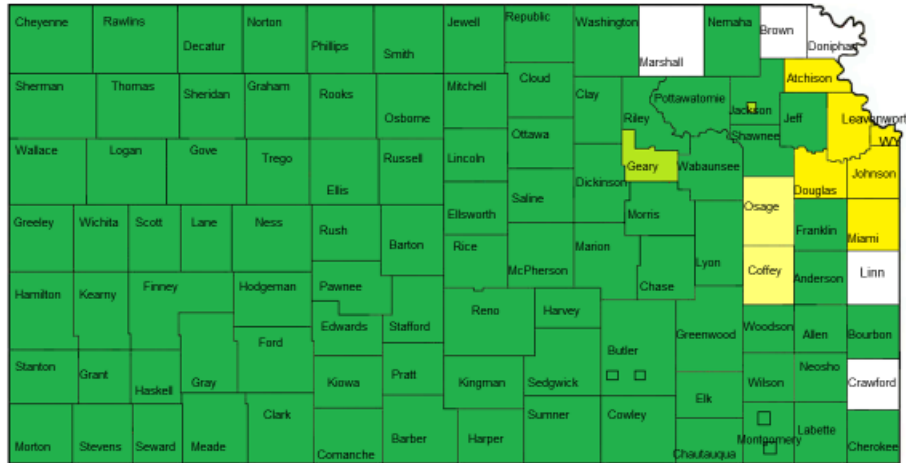
## Text-To-911

Text to 911 was implemented across the entire statewide system in October 2017. PSAPs that have come onto the system since that time have gone live with text-to-911 as they came on. The MARC system provides text-to-911 service over the Telephone Device for the Disabled (TDD) system in their network. Additionally, Coffey and Osage Counties have implemented text-to-911 service via TDD in their PSAPs as well. The MARC region is shown in yellow on the map on the following page, the statewide system served PSAPs in dark green. The light green are the two PSAPs that will come live with text-to-911 on the system later in 2020 and the counties in white do not have text-to-911. Of the 105 Counties in Kansas, 95% are served by PSAPs that provide text-to-911 service.

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## Text-To-911 Status



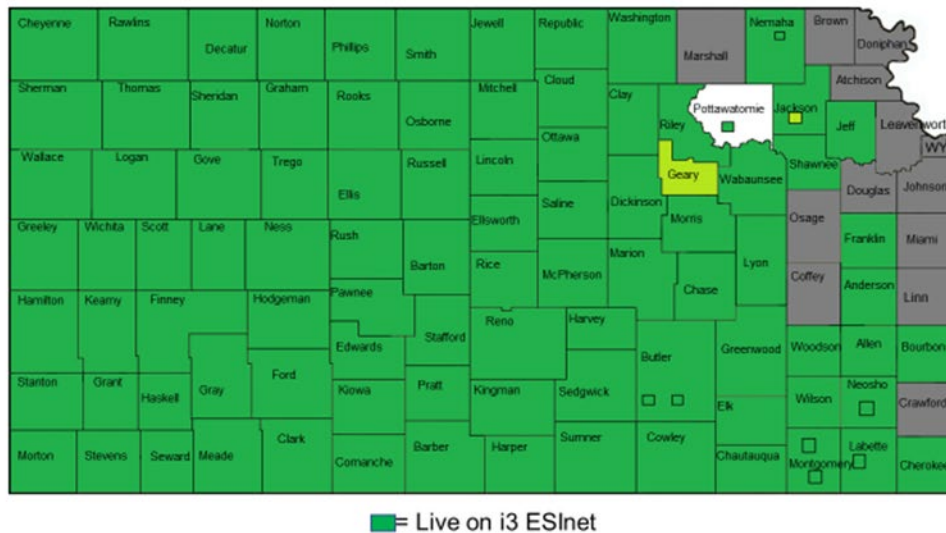
## i3 ESInet Status

The Kansas NG911 Call Handling System provides i3 ESInet, with geospatial call routing (routing based on the location of the caller) to all of the PSAPs that it serves. The following map depicts the status of migration to i3 ESInet. The two PSAP jurisdictions shown in light green will go live on the system with i3 ESInet. Pottawatomie County, indicated in white, is awaiting a circuit upgrade to allow for increased bandwidth to the PSAP and will turn up i3 ESInet when that circuit is cut live. The remaining counties, depicted in gray, are currently not served by ESInet, although the MARC region has plans to migrate to their own ESInet in the coming months. Once that migration is complete, an interconnection between the two ESInets will be placed to ensure ease of call transfers from the MARC region to the statewide system.

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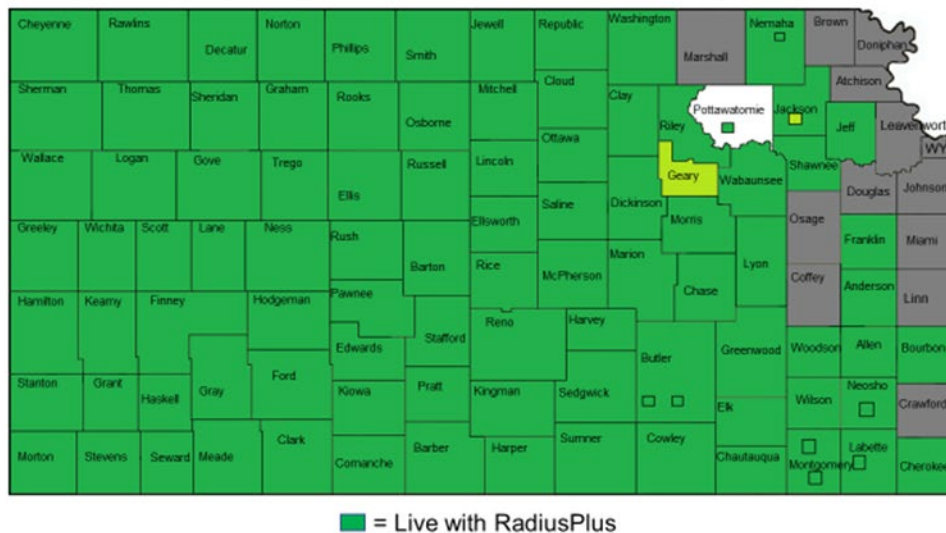
## I3 ESInet Migration – August 10, 2020



## RapidDeploy RadiusPlus™ Deployment

The deployment of RadiusPlus for all live PSAPs on the system was completed in August 2020. All PSAPs coming onto the statewide system will deploy with RadiusPlus moving forward. The following map depicts the status of RadiusPlus implementation.

## RapidDeploy RadiusPlus™ Deployment



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## Projects Currently In Process or Planning

The following projects are either in process or in planning for the Council:

- RapidDeploy Nimbus Implementation and training – Provides call data sharing capabilities, some i3 enhancements and gateway to future i3 implementation
- Real-Time Text (RTT) implementation and training – provides more accurate location information for text callers and real time communication
- Future public service announcements including RTT
- Interconnection with telephone service providers in an all SIP environment
- Addition of PSAPs to the network as they make the decision to participate
- 2017 Expenditure Review
- 2018 Expenditure Review
- 2019 Expenditure Review
- FirstNet and other broadband network interface projects
- Annual security audit – both voice and data networks
- IcM Plan updates, revisions – will be presented to Council for approval
- PSAP troubleshooting and problem reporting guide development
- Kansas NG911 Knowledge Center evaluation and procurement
- Voluntary training certification program
- Roadmap planning
- Strategic Planning
- Development of Council Operations Manual
- Portal enhancements and additional modules
- Outreach and coordination with other states including Colorado, Nebraska, Missouri, Arkansas, Oklahoma, Texas, South Dakota, and Florida
- Potential procurement of an Emergency Mobile 9-1-1 Dispatch Center (EMDC) through SPARK grant funding

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# Kansas 911 Act

July 1, 2019

**12-5362. Kansas 911 Act.** K.S.A. 2019 Supp. 12-5362 through [12-5381](#), and amendments thereto, shall be known and may be cited as the Kansas 911 act.

History: L. 2011, ch. 84, § 1; May 26.

**12-5363. Definitions.** As used in the Kansas 911 act:

- (a) "Consumer" means a person who purchases prepaid wireless service in a retail transaction.
- (b) "Department" means the Kansas department of revenue.
- (c) "Enhanced 911 service" or "E-911 service" means an emergency telephone service that generally may provide, but is not limited to, selective routing, automatic number identification and automatic location identification features.
- (d) "Exchange telecommunications service" means the service that provides local telecommunications exchange access to a service user.
- (e) "GIS" means a geographic information system for capturing, storing, displaying, analyzing and managing data and associated attributes that are spatially referenced.
- (f) "GIS data" means the geometry and associated attributes packaged in a geodatabase that defines the roads, address points and boundaries within a PSAP's jurisdiction.
- (g) "Governing body" means the board of county commissioners of a county or the governing body of a city.
- (h) "Local collection point administrator" or "LCPA" means the person designated by the 911 coordinating council to serve as the local collection point administrator to collect and distribute 911 fees, 911 operations fund moneys and 911 state grant fund moneys.
- (i) "Multi-line telephone system" means a system comprised of common control units, telephones and control hardware and software providing local telephone service to multiple end-use customers that may include VoIP service and network and premises based systems such as centrex, private branch exchange and hybrid key telephone systems.
- (j) "Next generation 911" means 911 service that conforms with national emergency number association (NENA) i3 standards and enables PSAPs to receive Enhanced 911 service calls and emergency calls from Internet Protocol (IP) based technologies and applications that may include text messaging, image, video and data information from callers.

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(k) "Non-traditional PSAP" means a PSAP not operated by a city or county, including, but not limited to, PSAPs operated by universities, tribal governments or the state [or] federal government.

(l) "Person" means any individual, firm, partnership, copartnership, joint venture, association, cooperative organization, corporation, municipal or private, and whether organized for profit or not, state, county, political subdivision, state department, commission, board, bureau or fraternal organization, nonprofit organization, estate, trust, business or common law trust, receiver, assignee for the benefit of creditors, trustee or trustee in bankruptcy or any other legal entity.

(m) "Prepaid wireless service" means a wireless telecommunications service that allows a caller to dial 911 to access the 911 system, which service must be paid for in advance and is sold in predetermined units or dollars of which the number declines with use in a known amount.

(n) "Place of primary use" has the meaning provided in the mobile telecommunications act as defined by 4 U.S.C. § 116 et seq., as in effect on the effective date of this act.

(o) "Provider" means any person providing exchange telecommunications service, wireless telecommunications service, VoIP service or other service capable of contacting a PSAP. A provider may also be a 911 system operator.

(p) "PSAP" means a public safety answering point operated by a city or county.

(q) "Retail transaction" means the purchase of prepaid wireless service from a seller for any purpose other than resale, not including the use, storage or consumption of such services.

(r) "Seller" means a person who sells prepaid wireless service to another person.

(s) "Service user" means any person who is provided exchange telecommunications service, wireless telecommunications service, VoIP service, prepaid wireless service or any other service capable of contacting a PSAP.

(t) "Subscriber account" means the 10-digit access number assigned to a service user by a provider for the purpose of billing a service user up to the maximum capacity of the simultaneous outbound calling capability of a multi-line telephone system or equivalent service.

(u) "Subscriber radio equipment" means mobile and portable radio equipment installed in vehicles or carried by persons for voice communication with a radio system.

(v) "VoIP service" means voice over internet protocol.

(w) "Wireless telecommunications service" means commercial mobile radio service as defined by 47 C.F.R. § 20.3 as in effect on the effective date of this act.

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(x) "911 call" means any electronic request for emergency response, presented by means of wireline, wireless, VoIP or telecommunications device for the deaf (TDD) technology, text message or any other technology by which a service user initiates an immediate information interchange or conversation with a PSAP.

(y) "911 system operator" means any entity that accepts 911 calls from providers, processes those calls and presents those calls to the appropriate PSAP. A "911 system operator" may also be a provider.

History: L. 2011, ch. 84, § 2; L. 2012, ch. 21, § 1; L. 2014, ch. 6, § 1; L. 2019, ch. 39, § 1; July 1.

**12-5364. 911 coordinating council; composition; terms; powers and duties, limitations; expenses; annual report.** (a) (1) There is hereby created the 911 coordinating council which shall monitor the delivery of 911 services, develop strategies for future enhancements to the 911 system and distribute available grant funds to PSAPs. In as much as possible, the council shall include individuals with technical expertise regarding 911 systems, internet technology and GIS technology.

(2) The 911 coordinating council shall consist of 13 voting members to be appointed by the governor: Two members representing information technology personnel from government units; one member representing the Kansas sheriff's association; one member representing the Kansas association of chiefs of police; one member representing a fire chief; one member recommended by the adjutant general; one member recommended by the Kansas emergency medical services board; one member recommended by the Kansas commission for the deaf and hard of hearing; two members representing PSAPs located in counties with less than 75,000 in population; two members representing PSAPs located in counties with greater than 75,000 in population; and one member representing the Kansas chapter of the association of public safety communications officials. At least two of the members representing PSAPs shall be administrators of a PSAP or have extensive prior 911 experience in Kansas.

(3) Other voting members of the 911 coordinating council shall include: One member of the Kansas house of representatives as appointed by the speaker of the house; one member of the Kansas house of representatives as appointed by the minority leader of the house; one member of the Kansas senate as appointed by the senate president; and one member of the Kansas senate as appointed by the senate minority leader.

(4) The 911 coordinating council shall also include nonvoting members to be appointed by the governor: One member representing rural telecommunications companies recommended by the Kansas rural independent telephone companies; one member representing incumbent local exchange carriers with over 50,000 access lines; one member representing large wireless providers; one member representing VoIP providers; one member recommended by the league of Kansas municipalities; one member recommended by the Kansas association of counties; one member recommended by the Kansas geographic information systems policy board; one member recommended by the Kansas office of information technology services; one member, a

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Kansas resident, recommended by the Mid-America regional council; and two members representing non-traditional PSAPs, one of whom shall be a representative of tribal government.

(b) (1) Except as provided in subsection (b)(2) and (b)(3), the terms of office for voting members of the 911 coordinating council shall commence on the effective date of this act and shall be subject to reappointment every three years. No voting member shall serve longer than two successive three-year terms. A voting member appointed as a replacement for another voting member may finish the term of the predecessor and may serve two additional successive three-year terms.

(2) The following members, whose terms began on the effective date of this act, shall serve initial terms as follows:

(A) One member representing information technology personnel from government units, one member recommended by the adjutant general, one member representing PSAPs located in counties with less than 75,000 in population and one member representing PSAPs located in counties with 75,000 or more in population shall serve a term of two years;

(B) one member representing information technology personnel from government units, one member recommended by the Kansas emergency medical services board, one member representing PSAPs located in counties with less than 75,000 in population and one member representing PSAPs without regard to size shall serve a term of three years; and

(C) one member representing a fire chief, one member recommended by the Kansas commission for the deaf and hard of hearing, one member representing the Kansas association of chiefs of police and one member representing PSAPs located in counties with 75,000 or more in population shall serve a term of four years.

(3) The initial term for one member representing the Kansas sheriff's association shall begin on July 1, 2014, and be for a period of three years.

(4) The terms of members specified in this subsection shall expire on June 30 in the last year of such member's term.

(c) (1) The governor shall select the chair of the 911 coordinating council, who shall serve at the pleasure of the governor and have extensive prior 911 experience in Kansas.

(2) The chair shall serve as the coordinator of E-911 services and next generation 911 services in the state, implement statewide 911 planning, have the authority to sign all certifications required under 47 C.F.R. part 400 and administer the 911 federal grant fund and 911 state maintenance fund. The chair shall serve subject to the direction of the council and ensure that policies adopted by the council are carried out. The chair shall serve as the liaison between the

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council and the LCPA. The chair shall preside over all meetings of the council and assist the council in effectuating the provisions of this act.

(d) The 911 coordinating council, by an affirmative vote of nine voting members, shall select the local collection point administrator, pursuant to K.S.A. 2019 Supp. [12-5367](#), and amendments thereto, to collect 911 fees and to distribute such fees to PSAPs and to distribute 911 operations fund moneys and 911 state grant fund moneys as directed by the council. The council shall adopt rules and regulations for the terms of the contract with the LCPA. All contract terms and conditions shall satisfy all contract requirements as established by the secretary of administration. The council shall determine the compensation of the LCPA who shall provide the council with any staffing necessary in carrying out the business of the council or effectuating the provisions of this act. The moneys used to reimburse these expenses shall be paid from the 911 operations fund, pursuant to subsection (j).

(e) (1) The 911 coordinating council is hereby authorized to adopt rules and regulations necessary to effectuate the provisions of this act, including, but not limited to: (A) Creating a uniform reporting form designating how moneys, including 911 fees, have been spent by the PSAPs; (B) requiring service providers to notify the council pursuant to subsection (k); (C) establishing standards for coordinating and purchasing equipment; (D) recommending standards for general operations training of PSAP personnel; (E) establishing training standards and programs related to the technology and operations of the NG911 hosted solution; (F) establishing data standards, maintenance policies and data reporting requirements for GIS data; and (G) assessing civil penalties pursuant to subsection (m).

(2) The chair of the council shall work with the council to adopt rules and regulations necessary for the administration of this act, but the council shall not adopt any rules and regulations or impose any requirements that creates a mandatory certification program of PSAP operations or PSAP emergency communications personnel.

(f) If the 911 coordinating council finds that the GIS data for a PSAP is inaccurate or has not been updated for one year or more, the council shall give written notice to the governing body that oversees the PSAP. If, within 60 days of providing such notice, the council does not receive an acceptable proposal for the PSAP to bring the GIS data into compliance, the council may contract with a third party to review and update the GIS data. A PSAP with GIS data that has not been updated for one year or more may provide a certification attesting that the GIS data has been reviewed and remains accurate. If the council receives such certification and has information that the data may not be accurate, the council shall provide a written notice to the PSAP that describes the areas the council believes to be inaccurate and a deadline of 30 days for the PSAP to submit updated GIS data. If the updated GIS data is not received within the deadline, the council may contract with a third party to review and update the GIS data. The council shall assess the governing body that oversees the PSAP for any costs incurred in updating the GIS data.



(g) The council may, pursuant to rules and regulations, lower the 911 fee established pursuant to K.S.A. 2019 Supp. [12-5369](#), and amendments thereto, upon a finding based on information submitted on the uniform reporting forms, that moneys generated by such fee are in excess of the costs required to operate PSAPs in the state.

(h) The council may appoint subcommittees as necessary to administer grants, oversee collection and distribution of moneys by the LCPA, develop technology standards, develop training recommendations and other issues as deemed necessary by the council. Subcommittees, if appointed, shall include members of the council and other persons as needed.

(i) The council may reimburse independent contractors or state agencies for expenses incurred in carrying out the business of the council, including salaries, that are directly attributable to effectuating the provisions of this act. The moneys used to reimburse these expenses shall be paid from the 911 operations fund, pursuant to subsection (j).

(j) All expenses related to the council shall be paid from the 911 operations fund. No more than 2.0% of the total receipts from providers and the department received by the LCPA shall be used to pay for administrative expenses of the council. Members of the council and other persons appointed to subcommittees by the council may receive reimbursement for meals and travel expenses, but shall serve without other compensation with the exception of legislative members who shall receive compensation pursuant to K.S.A. [75-3212](#), and amendments thereto.

(k) Every provider shall submit contact information for the provider to the council. Any provider that has not previously provided wireless telecommunications service in this state shall submit contact information for the provider to the council within three months of first offering wireless telecommunications services in this state.

(l) [(1)] Each PSAP shall file an annual report with the council by March 1 of each year demonstrating how such PSAP has spent the moneys earned from the 911 fee during the preceding calendar year. The council shall designate the content and form of such report and any associated documentation that is required to finalize such report.

(2) If a PSAP fails to file and finalize an annual report, the council shall provide notice of such failure to the PSAP and the governing body of such PSAP. If such PSAP fails to file or finalize an annual report within 60 days of receiving such notice, 10% of each subsequent distribution of 911 fees to such PSAP pursuant to K.S.A. 2019 Supp. [12-5373](#), and amendments thereto, shall be withheld by the LCPA and only distributed to such PSAP once the report has been submitted.

(m) The council, upon a finding that a provider has violated any provision of this act, may impose a civil penalty. No civil penalty shall be imposed pursuant to this section except upon the written order of the council. Such order shall state the violation, the penalty to be imposed and the right of such person to appeal to a hearing before the council. Any such person may,

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within 15 days after service of the order, make a written request to the council for a hearing thereon. Hearings under this subsection shall be conducted in accordance with the provisions of the Kansas administrative procedure act.

(n) Any action of the council pursuant to subsection (m) is subject to review in accordance with the Kansas judicial review act.

(o) Any civil penalty recovered pursuant to this section shall be transferred to the LCPA for deposit in the 911 state grant fund.

(p) The 911 coordinating council shall make an annual report, to include a detailed description of all expenditures made from 911 fees received by the PSAPs, to the house committee on energy, utilities and telecommunications and the senate committee on utilities.

History: L. 2011, ch. 84, § 3; L. 2012, ch. 21, § 2; L. 2014, ch. 6, § 2; L. 2019, ch. 39, § 2; July 1.

**12-5365. 911 federal grant fund; creation; administrator of fund; authorized uses.** (a) There is hereby established in the state treasury the 911 federal grant fund.

(b) The chair of the 911 coordinating council shall serve as the administrator of the 911 federal grant fund and shall distribute grants in accordance with the recommendations of the 911 coordinating council. Subject to the conditions and in accordance with the requirements of this act and 47 C.F.R. part 400, the chair is authorized to perform such acts necessary for the effectuation of this act.

(c) Moneys received by the state from the federal government for the purposes of the fund shall be credited to the fund.

(d) Subject to the conditions and in accordance with the requirements of this act and 47 C.F.R. part 400, moneys credited to the fund shall be used only:

(1) To pay all expenses incurred in the administration of the fund; and

(2) to provide grants to eligible municipalities only for necessary and reasonable costs incurred or to be incurred by PSAPs for: (A) Implementation of enhanced 911 service and next generation 911 service, as defined in K.S.A. 2019 Supp. [12-5363](#), and amendments thereto; (B) purchase of equipment and upgrades and modification to equipment used solely to process the data elements of enhanced 911 service and next generation 911 service, as defined in K.S.A. 2019 Supp. [12-5363](#), and amendments thereto; and (C) maintenance and license fees for such equipment and training of personnel to operate such equipment, including costs of training PSAP personnel to provide effective service to all users of the emergency telephone system who have communications disabilities. Such costs shall not include expenditures to lease, construct, expand, acquire, remodel, renovate, repair, furnish or make improvements to

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buildings or similar facilities or for other capital outlay or equipment not expressly authorized by this act.

(e) All payments and disbursements from the fund shall be made in accordance with appropriation acts upon warrants of the director of accounts and reports issued pursuant to vouchers approved by the chair or by a person or persons designated by the chair.

History: L. 2011, ch. 84, § 4; L. 2019, ch. 39, § 3; July 1.

**12-5366. 911 state maintenance fund; creation; administrator of fund; authorized uses.** (a)

There is hereby established in the state treasury the 911 state maintenance fund.

(b) The chair of the 911 coordinating council shall serve as the administrator of the 911 state maintenance fund and shall distribute grants in accordance with the recommendations of the 911 coordinating council. Subject to the conditions and in accordance with the requirements of this act and 47 C.F.R. part 400, the chair is authorized to perform such acts necessary for the effectuation of this act.

(c) Moneys from the following sources shall be credited to the fund:

(1) Amounts appropriated or otherwise made available by the legislature for the purposes of the fund;

(2) interest attributable to investment of moneys in the fund; and

(3) amounts received from any public or private entity for the purposes of the fund.

(d) Moneys credited to the fund shall be used only:

(1) To pay all expenses incurred in the administration of the fund; and

(2) to provide grants to eligible municipalities only for necessary and reasonable costs incurred or to be incurred by PSAPs for: (A) Implementation of enhanced 911 service and next generation 911 service, as defined in K.S.A. 2019 Supp. [12-5363](#), and amendments thereto; (B) purchase of equipment and upgrades and modification to equipment used solely to process the data elements of enhanced 911 service and next generation 911 service, as defined in K.S.A. 2019 Supp. [12-5363](#), and amendments thereto; and (C) maintenance and license fees for such equipment and training of personnel to operate such equipment, including costs of training PSAP personnel to provide effective service to all users of the emergency telephone system who have communications disabilities. Such costs shall not include expenditures to lease, construct, expand, acquire, remodel, renovate, repair, furnish or make improvements to buildings or similar facilities or for other capital outlay or equipment not expressly authorized by this act.

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(e) On or before the 10th of each month, the director of accounts and reports shall transfer from the state general fund to the 911 state maintenance fund interest earnings based on:

(1) The average daily balance of moneys in the 911 state maintenance fund for the preceding month; and

(2) the net earnings rate of the pooled money investment portfolio for the preceding month.

(f) All payments and disbursements from the fund shall be made in accordance with appropriation acts upon warrants of the director of accounts and reports issued pursuant to vouchers approved by the chair or by a person or persons designated by the chair.

History: L. 2011, ch. 84, § 5; L. 2019, ch. 39, § 4; July 1.

**12-5367. Local collection point administrator; selection; subject to open meetings act and open records act; treatment of public funds.** The 911 coordinating council, by an affirmative vote of nine voting members, shall select the local collection point administrator. In selecting the LCPA, the council shall contract with the LCPA for services for no longer than two years, however, the council may, by an affirmative vote of nine voting members, extend such contract for up to two additional years. The 911 coordinating council shall receive the approval of the legislative coordinating council in selecting an LCPA if the entity to be designated as the LCPA is different than the previous entity designated as the LCPA. The 911 coordinating council shall annually review the designation of the LCPA and the contract with the LCPA for services. The LCPA shall be subject to the requirements of the Kansas open meetings act, the Kansas open records act and shall treat all moneys received as public funds pursuant to article 14 of chapter 9 of the Kansas Statutes Annotated, and amendments thereto. Notwithstanding any other provision of law to the contrary, the LCPA shall not be considered a state agency.

History: L. 2011, ch. 84, § 6; L. 2014, ch. 6, § 3; L. 2019, ch. 39, § 5; July 1.

**12-5368. 911 state fund, 911 operations fund and 911 state grant fund; established by LCPA; distributions; uses.** (a) Upon the approval of the 911 coordinating council, the LCPA shall establish the following funds, which shall not be a part of the state treasury: (1) The 911 state fund for the collection and distribution of 911 fees; (2) the 911 operations fund for administrative costs of the 911 coordinating council and deployment and maintenance of the statewide NG911 system; and (3) the 911 state grant fund for grants to individual PSAPs. All moneys originating from 911 fees, and any interest accrued on such fees, shall be paid to the LCPA for deposit in the 911 state fund or 911 operations fund pursuant to subsection (b). All unobligated federal moneys, and any interest accrued on such moneys, shall be transferred to the 911 federal grant fund.

(b) (1) Except as provided for in paragraph (2), prior to the distribution to the PSAPs pursuant to K.S.A. 2019 Supp. [12-5374](#), and amendments thereto, the LCPA shall withhold \$.23 from every 911 fee remitted pursuant to K.S.A. 2019 Supp. [12-5369](#), and amendments thereto, and shall

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deposit such amount in the 911 operations fund for the deployment and maintenance of the statewide NG911 system and standardized functionality upgrades to that system.

(2) If the funds withheld from distribution pursuant to paragraph (1) exceed 15% of the total receipts received by the LCPA from providers and the department over the prior three years, such funds in excess of that 15% total shall be deposited in the 911 state grant fund and used for PSAP grants based on demonstrated need pursuant to subsection (d).

(3) If the balance in the 911 state grant fund is less than \$2,000,000, prior to the distribution to the PSAPs pursuant to K.S.A. 2019 Supp. [12-5374](#), and amendments thereto, the LCPA shall withhold \$.01 from every 911 fee remitted pursuant to K.S.A. 2019 Supp. [12-5369](#), and amendments thereto, and shall deposit such amount in the 911 state grant fund. If the balance in the 911 state grant fund exceeds \$2,000,000, the LCPA shall not withhold such amount.

(c) The council shall be responsible for ensuring that the 911 operations fund and the 911 state grant fund and any interest earned on money credited to the fund is only expended for the following purposes: (1) Projects involving the development and implementation of next generation 911 services; (2) costs associated with PSAP consolidation or cost-sharing projects; (3) expenses related to the 911 coordinating council; (4) costs of audits conducted pursuant to K.S.A. 2019 Supp. [12-5377](#), and amendments thereto; and (5) other costs pursuant to K.S.A. 2019 Supp. [12-5375](#), and amendments thereto.

(d) The council shall develop criteria for PSAPs for eligible purchases and for grant applicants and make the final determination as to the distribution of grant funds. Such criteria shall promote the procurement of equipment that meets open architecture and national technical standards. Distribution of grant funds shall not include expenditures to procure, maintain or upgrade subscriber radio equipment.

(e) The LCPA shall be authorized to maintain an action to collect any funds owed by any providers in the district court in the county of the registered office of such provider or, if such provider does not have a registered office in the state, such an action may be maintained in the county where such provider's principal office is located. If such provider has no principal office in the state, such an action may be maintained in the district court of any county in which such provider provides service.

History: L. 2011, ch. 84, § 7; L. 2019, ch. 39, § 6; July 1.

**12-5369. 911 fee established; applicability, exception; duty to collect and remit.** Subject to the provisions of K.S.A. 2019 Supp. [12-5364](#)(g), and amendments thereto, there is hereby imposed a 911 fee in the amount of \$.90 per month per subscriber account of any exchange telecommunications service, wireless telecommunications service, VoIP service, or other service capable of contacting a PSAP. Such fee shall not be imposed on prepaid wireless service. It shall be the duty of each exchange telecommunications service provider, wireless

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telecommunications service provider, VoIP service provider or other service provider to remit such fees to the LCPA as provided in K.S.A. 2019 Supp. [12-5370](#), and amendments thereto.

History: L. 2011, ch. 84, § 8; L. 2019, ch. 39, § 7; July 1.

**12-5370. 911 fee collection and remittance.** (a) Every billed service user shall be liable for the 911 fee until such fees have been paid to the exchange telecommunications service provider, wireless telecommunications service provider, VoIP service provider or other service provider.

(b) All providers shall have the duty to collect the fees imposed pursuant to this act. Such fees shall be added to and may be stated separately in billings for the subscriber account. If stated separately in billings, the fees shall be labeled "911 fees."

(c) The provider shall have no obligation to take any legal action to enforce the collection of the fees imposed by this act. The provider shall provide annually to the LCPA a list of the amount of uncollected 911 fees along with the names and addresses of those service users which carry a balance that can be determined by the provider to be nonpayment of such fees.

(d) The fees imposed by this act shall be collected insofar as practicable at the same time as, and along with, the charges for local exchange, wireless, VoIP, or other service in accordance with regular billing practice of the provider.

(e) The 911 fees and the amounts required to be collected therefor are due monthly. The amount of such fees collected in one month by the provider shall be remitted to the LCPA not more than 15 days after the close of the calendar month. On or before the 15th day of each calendar month following, a return for the preceding month shall be filed with the LCPA. Such return shall be in such form and shall contain such information as required by the LCPA. The provider required to file the return shall deliver the return together with a remittance of the amount of fees payable to the LCPA. The provider shall maintain records of the amount of any such fees collected in accordance with this act for a period of three years from the time the fees are collected.

(f) The provisions of this section shall not be construed to apply to prepaid wireless service.

History: L. 2011, ch. 84, § 9; L. 2019, ch. 39, § 8; July 1.

**12-5371. Prepaid wireless 911 fee established; applicability; duty to collect and remit; reduction of fee.** (a) There is hereby imposed a prepaid wireless 911 fee of 2.06% per retail transaction or, on and after the effective date of an adjusted amount per retail transaction that is established under subsection (f), such adjusted amount.

(b) The prepaid wireless 911 fee shall be collected by the seller from the consumer with respect to each retail transaction occurring in this state. The amount of the prepaid wireless 911 fee

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shall be either separately stated on an invoice, receipt or other similar document that is provided to the consumer by the seller, or otherwise disclosed to the consumer.

(c) For purposes of subsection (b), a retail transaction that is effected in person by a consumer in a business location of the seller shall be treated as occurring in this state if that business location is in this state, and any other retail transaction shall be treated as occurring in this state if the retail transaction is treated as occurring in this state for the purposes of K.S.A. [79-3673\(c\)\(3\)](#), and amendments thereto.

(d) The prepaid wireless 911 fee is the liability of the consumer and not of the seller nor of any provider, except that the seller shall be liable to remit all prepaid wireless 911 fees that the seller collects from consumers pursuant to this section, and amendments thereto, including all such fees that the seller is deemed to collect where the amount of the charge has not been separately stated in an invoice, receipt or other similar document provided to the consumer by the seller.

(e) The amount of the prepaid wireless 911 fee that is collected by a seller from a consumer, if such amount is separately stated on an invoice, receipt or other similar document provided to the consumer by the seller, shall not be included in the base for measuring any tax, fee, surcharge or other charge that is imposed by this state, any political subdivision of this state or any intergovernmental agency.

(f) The prepaid wireless 911 fee shall be proportionately reduced upon any reduction to the fee imposed by K.S.A. 2019 Supp. [12-5369\(a\)](#), and amendments thereto, pursuant to the 911 coordinating council's authority to reduce the fee under K.S.A. 2019 Supp. [12-5364\(g\)](#), and amendments thereto. The adjusted amount shall be the product of dividing the numeric amount of the new fee adjusted pursuant to K.S.A. 2019 Supp. [12-5364\(g\)](#), and amendments thereto, by 50. Such reduction shall be effective on the effective date of the reduction of the fee imposed by K.S.A. 2019 Supp. [12-5369\(a\)](#), and amendments thereto, or, if later, the first day of the calendar quarter to occur at least 60 days after the enactment of the reduction of the fee imposed by K.S.A. 2019 Supp. [12-5369\(a\)](#), and amendments thereto. The department shall provide not less than 60 days' notice of such decrease on the department's website.

(g) When prepaid wireless service is sold with one or more other products or services for a single, non-itemized price, then the percentage specified in subsection (a) shall apply to the entire non-itemized price unless the seller elects to apply such percentage to: (1) If the amount of the prepaid wireless service is disclosed to the consumer as a dollar amount, such dollar amount; or (2) if the seller can identify the portion of the price that is attributable to the prepaid wireless service by reasonable and verifiable standards from its books and records that are kept in the regular course of business for other purposes, including, but not limited to, non-tax purposes, such portion.

History: L. 2011, ch. 84, § 10; L. 2019, ch. 39, § 9; July 1.



**12-5372. Same; collection and remittance; department of revenue; procedures for collection; remittance of fees.** (a) Prepaid wireless 911 fees collected by sellers shall be remitted to the department by electronic filing that is consistent with the provisions of article 36 of chapter 79 of the Kansas Statutes Annotated, and amendments thereto. The department shall establish registration and payment procedures for the collection of the prepaid wireless 911 fee.

(b) To minimize additional costs to the department, the department may conduct audits of sellers in conjunction with sales and use tax audits. The department is authorized to provide the LCPA with information obtained in such audits if such information indicates that a seller may not be complying with the provisions of this section and K.S.A. 2019 Supp. [12-5371](#), and amendments thereto. The LCPA may request the department to initiate collection or audit procedures on individual sellers if collection efforts by the LCPA are unsuccessful.

(c) The department shall establish procedures by which a seller may document that a sale is not a retail sale, which procedures shall substantially coincide with procedures for documenting sale for resale transactions for article 36 of chapter 79 of the Kansas Statutes Annotated, and amendments thereto.

(d) The department shall transfer all remitted prepaid wireless 911 fees to the LCPA within 30 days of receipt for distribution as provided in K.S.A. 2019 Supp. [12-5374](#), and amendments thereto.

History: L. 2011, ch. 84, § 11; L. 2019, ch. 39, § 10; July 1.

**12-5373. Same; sole funding obligation.** The prepaid wireless 911 fee imposed in this act shall be the only 911 funding obligation imposed with respect to prepaid wireless service in this state. No tax, fee, surcharge or other charge shall be imposed by this state, any political subdivision of this state or any intergovernmental agency for 911 funding purposes upon any prepaid wireless service provider, seller or consumer with respect to the sale, purchase, use or provision of prepaid wireless service.

History: L. 2011, ch. 84, § 12; L. 2019, ch. 39, § 11; July 1.

**12-5374. LCPA; distribution of 911 fee moneys to PSAPs, minimum distribution; deposit of fees; proprietary records.** (a) (1) Except for the amounts withheld by the LCPA pursuant to K.S.A. 2019 Supp. [12-5368](#)(b), and amendments thereto, and any amounts withheld pursuant to K.S.A. 2019 Supp. [12-5364](#)(l), and amendments thereto, not later than 30 days after the receipt of moneys from providers pursuant to K.S.A. 2019 Supp. [12-5370](#) and [12-5371](#), and amendments thereto, and the department pursuant to K.S.A. 2019 Supp. [12-5372](#), and amendments thereto, the LCPA shall distribute such moneys to the PSAPs. The amount of money distributed to the PSAPs in each county shall be based upon the amount of 911 fees collected from service users located in that county, based on place of primary use information provided by the providers, by using the following distribution method:

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Population of county where PSAP is located    Percentage of collected 911 fees to distribute

Over 80,000	82%
65,000 to 79,999	85%
55,000 to 64,999	88%
45,000 to 54,999	91%
35,000 to 44,999	94%
25,000 to 34,999	97%
Less than 25,000	100%

(2) There shall be a minimum county distribution of \$60,000 and no county shall receive less than \$60,000 of direct distribution moneys. If there is more than one PSAP in a county then the direct distribution allocated to that county by population shall be deducted from the minimum county distribution and the difference shall be proportionately divided between the PSAPs in the county. All moneys remaining after distribution, moneys withheld pursuant to K.S.A. 2019 Supp. [12-5368](#)(b)(1), and amendments thereto, and any moneys that cannot be attributed to a specific PSAP shall be transferred to the 911 operations fund.

(b) All fees remitted to the LCPA shall be deposited in the 911 state fund and for the purposes of this act be treated as if they are public funds, pursuant to article 14 of chapter 9 of the Kansas Statutes Annotated, and amendments thereto.

(c) All moneys in the 911 state fund that have been collected from the prepaid wireless 911 fee shall be deposited in the 911 operations fund unless \$3 million of such moneys have been deposited in any given year then all remaining moneys shall be distributed to the counties in an amount proportional to each county's population as a percentage share of the population of the state. For each PSAP within a county, such moneys shall be distributed to each PSAP in an amount proportional to the PSAP's population as a percentage share of the population of the county. If there is no PSAP within a county, then such moneys shall be distributed to the PSAP providing service to such county. Such moneys distributed to counties and PSAPs only shall be used for the uses authorized in K.S.A. 2019 Supp. [12-5375](#), and amendments thereto.

(d) The LCPA shall keep accurate accounts of all receipts and disbursements of moneys from the 911 fees.

(e) Information provided by providers to the local collection point administrator or to the 911 coordinating council pursuant to this act will be treated as proprietary records which will be withheld from the public upon request of the party submitting such records.

(f) The provisions of subsection (e) shall expire on July 1, 2021, unless the legislature acts to reenact such provision. The provisions of subsection (e) shall be reviewed by the legislature prior to July 1, 2021.

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History: L. 2011, ch. 84, § 13; L. 2012, ch. 21, § 3; L. 2016, ch. 82, § 3; L. 2019, ch. 39, § 12; July 1.

**12-5375. 911 fee moneys; approved uses; pre-approval of expenditures, request;**

**unauthorized expenditure, penalties.** (a) The proceeds of the 911 fees imposed pursuant to this act, and any interest earned on revenue derived from such fee, shall be used only for necessary and reasonable costs incurred or to be incurred by PSAPs for: (1) Implementation of 911 services; (2) purchase of 911 equipment and upgrades; (3) maintenance and license fees for 911 equipment; (4) training of personnel, not to include salaries; (5) monthly recurring charges billed by service suppliers; (6) installation, service establishment and nonrecurring start-up charges billed by the service supplier; (7) charges for capital improvements and equipment or other physical enhancements to the 911 system; or (8) the original acquisition and installation of road signs designed to aid in the delivery of emergency service. Such costs shall not include expenditures to lease, construct, expand, acquire, remodel, renovate, repair, furnish or make improvements to buildings or similar facilities. Such costs shall also not include expenditures to purchase, procure, maintain or upgrade subscriber radio equipment.

(b) The 911 coordinating council shall, pursuant to rules and regulations, establish a process for a PSAP, at the discretion of the PSAP, to seek pre-approval of an expenditure. The council shall respond in writing to any pre-approval request within 30 days and inform the PSAP if the requested expenditure is approved or disapproved. If the expenditure is disapproved, the written notification shall state the reason for the disapproval and such PSAP may, within 15 days after service of the notification, make a written request to the council to appeal the council's decision and for a hearing to be conducted in accordance with the provisions of the Kansas administrative procedure act.

(c) The 911 coordinating council shall annually review expenditures of 911 funds reported on the annual report for each PSAP and shall appoint a committee to review such expenditures. If the committee determines that a reported expenditure was not authorized by this act, the committee shall request that the expenditure be refunded by the PSAP to the PSAP's 911 account. If a PSAP does not concur with the finding of the committee, the PSAP may request a review of the decision of the committee before the 911 coordinating council. If the 911 coordinating council, based upon information obtained from an audit of the PSAPs, determines that any PSAP has used any 911 fees for any purpose other than those authorized in this act, the governing body for such PSAP shall repay all such moneys used for any unauthorized purposes to the 911 fee fund of such PSAP. Upon a finding that the expenditure was made intentionally from the 911 fee fund of such PSAP for a purpose clearly established as an unauthorized expenditure, the 911 coordinating council may require such PSAP to pay the lesser of \$500 or 10%, of such misused moneys, to the LCPA for deposit in the 911 state grant fund. No such repayment of 911 fees shall be imposed pursuant to this section except upon the written order of the council. Such order shall state the unauthorized purposes for which the funds were used, the amount of funds to be repayed and the right of such PSAP to appeal to a hearing before the Kansas office of administrative hearings. Any such PSAP may, within 15 days

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after service of the order, make a written request to the council for a hearing thereon. Hearings under this subsection shall be conducted in accordance with the provisions of the Kansas administrative procedure act.

(d) Any final action of the council pursuant to subsection (b) or (c) is subject to review in accordance with the Kansas judicial review act.

History: L. 2011, ch. 84, § 14; L. 2019, ch. 39, § 13; July 1.

**12-5376. Provision of 911 service; limitation on liability.** Except as provided by the Kansas tort claims act, and except for action or inaction that constitutes gross negligence or willful and wanton misconduct, the LPCA, PSAPs, and each provider, and their employees, agents, suppliers and subcontractors, and each seller, and their employees, agents, suppliers and subcontractors, shall not be liable for the payment of damages resulting directly or indirectly from the total or partial failure of any transmission to an emergency communication service or for damages resulting from the performance of installing, maintaining or providing 911 service.

History: L. 2011, ch. 84, § 15; L. 2019, ch. 39, § 14; July 1.

**12-5377. Legislative post audit; audits and review of act; audit of 911 coordinating council; cost and approval of audits; reporting requirements; yearly audit of LPCA; legislative review of act.** (a) The receipts and disbursements of the LPCA shall be audited yearly by a licensed municipal accountant or certified public accountant.

(b) The LPCA may require an audit of any provider's books and records concerning the collection and remittance of fees pursuant to this act. The cost of any such audit shall be paid from the 911 operations fund.

(c) (1) On or before December 31, 2018, and at least once every five years thereafter, the division of post audit shall conduct an audit of the 911 system to determine: (A) Whether the moneys received by PSAPs pursuant to this act are being used appropriately; (B) whether the amount of moneys collected pursuant to this act is adequate; and (C) the status of 911 service implementation. The auditor to conduct such audit shall be specified in accordance with K.S.A. [46-1122](#), and amendments thereto.

(2) The post auditor shall compute the reasonably anticipated cost of providing audits pursuant to this subsection, subject to review and approval by the contract audit committee established by K.S.A. [46-1120](#), and amendments thereto. Upon such approval, the division of post audit shall be reimbursed from the 911 operations fund for the amount approved by the contract audit committee. The audit report shall be submitted to the 911 coordinating council, the LPCA, the house of representatives committee on energy, utilities and telecommunications and the senate committee on utilities.

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(d) (1) On or before December 31, 2018, the division of post audit shall conduct an audit of the budget and expenditures of the 911 coordinating council. In conducting such audit, the division shall examine: (A) The annual expenses and financial needs, including personnel, of the council; (B) the total annual operating expenses of the council that are included in the 2.5% cap on expenditures pursuant to K.S.A. 2019 Supp. [12-5364\(i\)](#), and amendments thereto; (C) the current and projected contractual expenses of the council; (D) the expenditures and distribution of moneys from the 911 state grant fund by the council; and (E) whether the moneys expended by the council are being used pursuant to this act. The auditor, to conduct such audit, shall be specified in accordance with K.S.A. [46-1122](#), and amendments thereto.

(2) The post auditor shall compute the reasonably anticipated cost of providing the audit pursuant to this subsection, subject to review and approval by the contract audit committee established by K.S.A. [46-1120](#), and amendments thereto. Upon such approval, the division of post audit shall be reimbursed from the 911 operations fund for the amount approved by the contract audit committee. The audit report shall be submitted to the 911 coordinating council, the house of representatives committee on energy, utilities and telecommunications and the senate committee on utilities.

(e) The legislature shall review this act at the regular 2019 legislative session and at the regular legislative session every five years thereafter.

History: L. 2011, ch. 84, § 16; L. 2014, ch. 6, § 4; L. 2018, ch. 10, § 1; L. 2018, ch. 95, § 1; L. 2019, ch. 39, § 15; July 1.

**12-5378. 911 service; provider cost recovery.** Nothing in this act shall be construed to limit the ability of a provider from recovering directly from the provider's customers its costs associated with designing, developing, deploying and maintaining 911 service and its cost of collection and administration of the fees imposed by this act, whether such costs are itemized on the customer's bill as a surcharge or by any other lawful method.

History: L. 2011, ch. 84, § 17; L. 2019, ch. 39, § 16; July 1.

**12-5379. Wireless service; prior approval of provider by PSAP; establishment of "911" service by provider.** A provider of wireless telecommunications service shall: (1) Receive prior approval of the PSAP of that jurisdiction before directing emergency calls to such PSAP; and (2) establish the unique emergency telephone number "911" across the state, excluding the Kansas turnpike assistance telephone number.

History: L. 2011, ch. 84, § 18; May 26.

**12-5380. Provision for 24-hour receipt of 911 calls.** The governing body of each city and county shall provide or contract for the 24-hour receipt of 911 calls for all service areas within the jurisdiction of the city or county.



History: L. 2011, ch. 84, § 19; L. 2019, ch. 39, § 17; July 1.

**12-5381. Severability.** The provisions of this act are declared to be severable and if any provision, word, phrase or clause of the act or the application thereof to any person shall be held invalid, such invalidity shall not affect the validity of the remaining portions of this act.

History: L. 2011, ch. 84, § 25; May 26.

# 2022 LCPA Review Matrix

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	Comment
1) Contract for any staffing needs determined necessary by the LCPA and the Council. 2) Provide seamless payment of independent contractors. 3) Consummate any new independent contracts for staffing as requested by the Council within 90 days of Council request.		X			
1) Coordinate with the Council Contract Staff for the posting of Council meetings and any Committee meetings to the Kansas Public Square and the Council Website within 24 hours of request.	X				LCPA employee assigned to this task completes posting within 24 hours, even when on personal time off.
1) Provide the accounting methods, tools, and systems necessary to collect, monitor, track and report on administrative expenses as a percentage of total receipts. 2) Provide the accounting methodology for reimbursing Council members, supporting personnel and independent contractors within seven (7) business days of Council invoice approval. 3) Financial report(s) showing administrative expenses and percent of total receipts. 4) Reimbursement payment within seven (7) days of Council approval.		X			
1) Maintain currently established Council funds and accounts. a. 911 State Fund b. 911 Operations Fund c. 911 State Grant Fund 2) Deposit 911 fees, unobligated federal moneys including any interest into appropriate accounts. 3) Keep accurate accounts of all receipts and disbursements of moneys from the 911 fees. 4) Report balance of funds in all three (3) accounts at each Council meeting or within one (1) day of request from NG911 Administrator. 5) Report accrued interest of all three (3) funds, if applicable, at each Council meeting.		X			

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	Comment
1) Receive and manage funds from various sources. 2) Withhold and deposit certain monies as defined by Kansas statute. 3) Monitor and deposit 15% threshold excess funds as defined by Kansas statute. 4) Monitor and deposit \$2M threshold excess funds as defined by Kansas statute. 5) Keep accurate accounts of all receipts and disbursements of moneys from the 911 fees. 6) Monitor and report on funds.		X			
1) Treat all funds and management of said funds according to Kansas state law. 2) To the extent possible, monitor all accounts to guarantee adequate and proper resources are available as needed and as required to avoid penalty(ies) to the extent possible. 3) Ensure that all accounts are financially secured beyond FDIC limits. 4) Ensure assets are invested in low-risk, highest yield, liquid, and diversified holdings. 5) Ensure that Council funds are allocated and invested properly for highest yield. 6) Ensure that enough funds exist within accounts to meet the day-to-day expenses. 7) Monitor investment accounts monthly. 8) Evaluate the performance of investor to ensure Council expectations are accomplished. 9) Recommend any changes in investments as required or at the direction of the Council. 10) Keep accurate accounts of all receipts and disbursements of moneys from the 911 fees. 11) Report investment performance. 12) Transfer monies as required to meet cash flow needs. 13) Advise and recommend to Council any changes in investment philosophy, policy or management.		X			
1) LCPA shall communicate with Liaison for annual PSAP and governing body expenditure reports. 2) LCPA shall provide notice of withholding 10% of each subsequent 911 distribution if non-compliant.		X			

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	
1) Receive, record, and deposit any unauthorized expenditure penalty monies into the State Grant Fund. 2) Report all unauthorized expenditure penalty monies into the State Grant Fund.				X	
1) Monitor Portal Data Reports and whether Telco has reported or not. 2) Provide support to Telco, if required, for submitting their data to the Portal. 3) Monitor the amount of monies that will be sent by bank transfers, EFT, or paper check and validate against the Provider Reports. 4) Provide IT support for the transfer of data between the Portal database and LCPA databases. 5) If a Telco has not reported, follow-up with Provider. 6) Provide monthly reporting and accounting of Telco Provider monies received.		X			
1) Monitor and report Telco Provider delinquency of monthly payment. 2) Deposit any civil penalty into the 911 State Grant Fund. 3) Provide written notification of delinquency to Council Administrator and Liaison. 4) Provide a record of deposit of any penalty into 911 State Grant Fund. 5) Retain all Telco Receipt information for three (3) years.		X			
1) Request a financial audit of any telco provider if the collection and remittance of 911 fees seems contrary to the terms of the Act. 2) Audit and report to the Council of any such telco provider in question.				X	
1) Review the monthly report submitted by KDOR. 2) Request an audit of any retail seller upon instruction of the Council. 3) Report and resolve any discrepancies within the monthly report with the KDOR. 4) Report revenue received monthly from KDOR to the Administrator. 5) After review of the monthly report, if any discrepancies are noted, <ul style="list-style-type: none"> <li>a. Contact the Administrator to notify the Council</li> <li>b. Upon the request of the Council, contact the KDOR to request an audit of the seller.</li> </ul>		X			

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	Comment
1) Using the data submitted by the Telco Provider (as stipulated above), submit to each PSAP the appropriate funds based on statute. 2) Based on quarterly amounts to PSAPs, determine with PSAP(s) are entitled to minimum payment and submit appropriate funds. 3) Monitor PSAP minimums to determine if adjustment in payments are needed in order to ensure that the \$60,000 annual minimum is correctly allocated. 4) Keep accurate accounts of all receipts and disbursements of moneys from the 911 fees. 5) Pay each PSAP the appropriate amount. 6) Pay each qualifying PSAP the appropriate minimum amount quarterly. 7) Make appropriate adjustments as needed.	X				Have not seen requirement for adjustments due to errors in payment amounts as previously experienced with prior vendor.
1) Request and conduct annually an independent audit of LCPA financials by a licensed municipal accountant or certified public accountant based on an open and competitive bid process. 2) LCPA may require an audit of any Telco Provider(s) as part of this annual audit, if required under the conditions of paragraph 4.14 above. 3) Furnish to the Council the annual audit of their financials no later than June 30 of the year following the fiscal reporting period.		X			
1) Copy of 911 Act 2) List of Kansas PSAPs 3) Agree to be interviewed by LPA 4) Copy of general ledger for prior year 5) Copy of Balance Sheet and Income Statement prior year 6) List of Council members 7) Copy of Budget for current and prior year 8) Minutes of Council meetings 9) Copies of bank statements and any reconciliation for current and prior year 10) Accounts Receivable balance for prior year 11) Copy of depreciation schedule 12) List of Fixed Assets and disposal of same, if applicable 13) Accounts Payable balance prior year 14) Supporting details for deferred income 15) Copies of all agreements entered regarding revenue 16) Copies of supporting invoices for prepaid expenses 17) Accrued expense support for balances prior year 18) Copies of all leases, contracts and/or rental agreements applicable to the Council 19) Deliver all support and information required by the LPA.		X			

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	Comment
<p>1) Council and associated Committee pre-meeting and meeting coordination and preparation at the direction of the Council Liaison and/or Administrator. Typical duties and responsibilities are, but not limited to:</p> <ul style="list-style-type: none"> <li>a. Schedule, cancel and/or reschedule meetings, as required, and provide appropriate notice to Council and public requestors per KOMA.</li> <li>b. Provide appropriate public notification via the Council website and Public Square website.</li> <li>c. Identify need for interpreting services and schedule appropriately.</li> <li>d. Ensure appropriate and adequate venue for meetings is reserved and appropriate audio-visual accommodations are scheduled. Examples: <ul style="list-style-type: none"> <li>i. Statehouse meetings with appropriate arrangements orchestrated with the Kansas Legislative Administrative Services (LAS)</li> <li>ii. Kansas Spring and Fall APCO conferences with appropriate arrangements orchestrated with the APCO Executive Committee or hotel conference center.</li> </ul> </li> <li>e. Prepare and provide appropriate meeting handouts for Council members and participants. Examples: <ul style="list-style-type: none"> <li>i. Virtual (electronic) handouts by email and cloud drop-box</li> <li>ii. Hard copy (printed) handouts provided at in-person meetings (approximately 40 copies).</li> </ul> </li> <li>f. Provide support to the Council for conference attendance, registration, and management of the conference, as required for approximately 40 people.</li> <li>g. Other administrative support services as requested.</li> <li>h. Be able to be on site to support in-face meetings; consequently, travel and living may be required.</li> </ul> <p>2) Council meeting attendance and administrative support at the direction of the Council.</p> <p>3) Furnish pre-meeting support.</p> <p>4) Furnish meeting support.</p> <p>5) Furnish post-meeting support.</p>		X			
<p>1) Vendors, contractors, partners are paid within seven (7) days of receipt of approved invoice that require approximately 100 transactions per month.</p> <p>2) PSAPs are paid within 30 days of receipt of funds from Telco Providers that require approximately 15,000 transactions per month.</p> <p>3) Establish with Council approval the necessary internal and external processes for accomplishing the day-to-day operation of 911 as captured in the LCPA Operations Manual.</p>		X			

Performance Measure	Exceeds Reqs.	Meets Reqs.	Fails Reqs.	N/A	Comment
1) Manage, support and otherwise maintain said website including 24x7 support to provide 0.999 availability. 2) Maintain compliance with best practices privacy requirements. 3) Ensure that website is ADA compliant. 4) Provide periodic website management instruction to NG911 Administrator and Liaison. 5) Provide webserver to host Council WordPress website. 6) Provide periodic refresh, updates and upgrades to the Council WordPress website. 7) Website issues shall be resolved within one (1) business day of request from the Council Liaison and/or Administrator. 8) Deliver Council website uptime of 0.999 availability.			X		The current LCPA has acknowledged that they do not currently have staff with the expertise in WordPress to provide upgrade and refresh of the Council website. The LCPA has met all other requirements in this area, including maintaining the web server and maintaining in excess of 0.999 availability.
1) Provide archiving of all user email for a period not less than five (5) years. 2) Manage, support, and otherwise maintain said email service as required including 24x7 support. 3) Deliver Council Office 365 and associated email uptime of 0.999 availability.	X				The current LCPA has maintained email uptime in excess of 0.99999 availability.
1) Support Legislative hearings with printed briefings (approximately 25 copies) and delivery of the same to various state agencies and legislative points of contact, as required. 2) Deliver KARs to the Kansas Division of Budget following changes to the 911 Act. 3) Receive faxes from PSAPs and scan and email Liaison. 4) Maintain Council members and support staff (approximately 40 people) database including names, contact information, terms of service and member appointment letters. 5) Provide day-to-day administrative assistance to the Council and staff as needed. 6) Use the then-existing Chart of Accounts Appendix A for financial codification and accounting. 7) Answer phone calls to 844-xxx-xxxx from PSAPs, Council members, providers, and other stakeholders, then route inquiries to the proper LCPA department or support staff for resolution. Customer support shall be available 24 hours a day with dedicated voice mailbox. 8) Deliver briefs for Legislative hearings as required. 9) Deliver KARs to Division of Budget as required. 10) Manage fax's from PSAPs as required. 11) Database of all Council members and supporting staff. 12) Administrative support to Council and staff as required. 13) Codify all financial transactions according to the Chart of Accounts. 14) Provide customer support as required.		X			
1) Value	X				The current LCPA provides 4 FTE personnel to the contract. Total cost for the LCPA contract in 2023 will be \$150,310. Using an average salary for accountant positions in state agencies, with benefits the cost of 4 FTE positions would be \$260,430.

**Recommendation:** Based on the performance of the current LCPA, and based on the exceptional value of the work performed, it is my recommendation that the Council exercise its option to extend the current LCPA contract for the additional 2 year period.



## COMMITTEE GUIDELINES

July 25, 2022

Version 1

## **Committee Roles and Responsibilities**

KS911 Coordinating Council volunteers sharpen their skills to become better team members and managers by serving as volunteer leaders. Explore the leadership roles and responsibilities within KS911 Coordinating Council committees to see how you can make a positive difference in the future of Kansas 911.

### **Chairperson**

- Maintains a clear understanding of the committee's purpose and how its responsibilities relate to the purpose and strategies of the KS911 Coordinating Council. With the assistance of the staff liaison, the chair establishes specific goals and objectives for the committee.
- Maintains a well-balanced representation of committee members based on members' technical interests, geographical location, industry, operational knowledge, and skill set.
- Encourages, delegates responsibilities states expectations clearly.
- Possesses good listening and communication skills.
- Completes unfinished business from the previous chair and begins new projects after carefully reviewing past committee work.
- Through the council staff, prepares and distributes meeting notices and agendas and encourages members to come prepared to meetings.
- Conducts meetings efficiently, following Robert's Rules. It provides an opportunity for orderly but free-flowing discussion, allowing all views to be heard within a reasonable amount of time.
- Facilitates the decision-making process by summarizing what has been discussed at the meeting and moving the committee toward a consensus.
- Assures that accurate meeting minutes are kept, that committee reports are timely and to the point, and that action items are acted upon.
- Provide a written report for each 911 Coordinating Council Meeting 2 weeks in advance of the scheduled meeting and provide it to the NG911 State Administrator and the staff person supporting your committee.
- Every December provides the NG911 State Administrator and Operations Chairperson with an Annual Report of committee activities and accomplishments.

### **Vice-Chair (if applicable)**

- Maintains a clear understanding of the committee's purpose and how its responsibilities relate to the purpose and strategies of the KS911 Coordinating Council.
- Possesses good listening and communication skills.
- Assumes leadership responsibilities throughout the meeting in the chair's absence.
- Understands that the role of Vice-chair often, but not always, leads to an appointment as chair.

### **Council Liaison/Staff/Contract labor**

- Prepares meeting organizer of each committee meeting within one week of the meeting.
- Provides a copy of the organizer to the chairperson for review and distribution to all committee members.

- At the direction of the chair, communicates as needed with other KS911 Coordinating Council committees or staff/contract labor concerning the committee's activities, actions, recommendations, or plans. This helps to coordinate the team's various activities and projects.
- Provides administrative support, such as assisting the chair in preparing agendas and other meeting details, distributing meeting minutes/organizers, and maintaining files and other background materials that pertain to committee activities.
- Serves as a vital link in the continuity of the committee's work and provides historical perspective and administrative advice during committee deliberations.
- Coordinates activities with other staff/contract labor, provides background information, and acts as an individual resource for the committee.

### **Ethics and Code of Conduct**

Each committee member and contractor, along with any other person(s) representing the KS 911 Coordinating Council is required, at all times, to comply with all applicable laws, conduct themselves in accordance with the highest ethical standards: and

1. Abide by the bylaws, policies, and procedures.
2. Avoid any conflict of interest or impropriety which could result from his or her position, and refrain from using her or his status for personal gain or publicity.
3. Take no public or private action that might compromise the efforts, mission, reputation, or integrity of KS 911 Coordinating Council, and respect the confidentiality of confidential information obtained while serving in this role.
4. Foster an environment of cooperation and collaboration that engenders trust, openness, and confidence, one where diverse perspectives and views are encouraged and valued.
5. Disclose and refuse any gift, loan, reward, or promise of future employment offered in exchange for a commitment to vote or take any other action affecting council business.
6. Follow all financial policies imposed by the Council.
7. Conduct business of the committee, keeping deliberations and actions free from bias, prejudice, harassment, and discrimination based on race, color, sex, sexual orientation, gender identity, religion, disability, age, political affiliation, genetic information, veteran status, ancestry, or national or ethnic origin.

### **Expense Policy for Committee Members**

While committee members are not reimbursed for their time performing Council-related activities, they are authorized to receive reimbursement for travel expenses incurred in their Council duties (if appropriate).

Committee members will need to seek prior approval for expenses relating to travel, conferences, meals, etc. Expenses shall be reimbursed at the actual cost but should be reasonable and, in most instances, should not exceed the GSA per-diem rate for the destination city.

Eligible expenses include hotel, airfare, baggage fees, parking, local transportation (i.e., shuttle, taxi), mileage, meals, conference, or training registration. The Council will pay directly for any registration fees relating to conferences or meetings.

The following procedure will be utilized to facilitate the timely and efficient processing and payment of those expense reimbursements.

- Other than legislator members, committee members shall obtain prior authorization from the NG911 Administrator before expending funds they want reimbursement for. This process will be completed via email.
  - Committee members will submit their request to the committee chair, who will present it to the NG911 Administrator for final approval.
  - Committee chairs will submit their request directly to the NG911 administrator for approval.
- Committee members must maintain all receipts for expenses incurred.
- Committee members shall access the Kansas NG911 Web Portal and complete a reimbursement request and attach PDF or JPG copies of all receipts to the request via the provided upload tool.
- Committee members wishing to have their reimbursements direct deposited to their bank account can access a Direct Deposit Authorization form from the portal travel reimbursement page, complete the document and forward it to the NG911 Administrator.
- NG911 Administrator will be notified via automatic email that the request has been submitted and will process it accordingly.

For help submitting receipts, visit the training video at [https://youtu.be/eZ\\_IleY5r\\_s](https://youtu.be/eZ_IleY5r_s).

### **Annual Acknowledgement**

Each committee member within the KS911 Coordinating Council shall annually acknowledge understanding of and compliance with the Ethics and Code of Conduct policy.

I, \_\_\_\_\_, have read the committee guidelines and acknowledge my responsibility to comply with them.

---

Date

Name

## LCPA report to the Kansas 911 Coordinating Council

Since our last Council meeting, Mainstream Nonprofit Solutions, Inc. (MNS) has completed the RFP process to replace the vacant Liaison position. The RFP went out to numerous national and statewide contacts, including the Council, Kansas PSAP, APCO, and NENA. It was also posted on the Kansas 911 and MNS website

We received a total of three proposals. All those that provided a submission were highly qualified. After an extensive evaluation process, that included members from the Council and MNS, Ellen Wernicke of Emerging Connections, LLC was awarded the Contract. The contract with Emerging Connections, LLC goes into effect August 15, 2022.

MNS is currently working on the RFP for the NG911 Administrator. The RFP will be advertised both nationally and statewide. MNS will follow the same process that was used to award the KS911 Liaison position. The start date for the new NG911 Administrator contract will be January 1, 2023.

Submitted by Kathy Becker

August 5, 2022



## **NG911 Administrator Report**

### **Council Meeting – April 15, 2022**

#### **ASE Project**

Our migration to ASE from AVPN network kicked off on 2/22/22. We have established a Microsoft Team for tracking of ASE component orders and deliveries. Host circuits have been ordered and delivered. The First PSAP cuts will be Chanute Backup Site and the Chanute primary PSAP. We have an additional nine PSAP circuits ordered and expect delivery of those circuits between 7/22/2022 and 8/22/2022. It is anticipated that we will be able to cut these PSAPs at a rate of two per day. Broadband circuits are being ordered concurrently with the ASE orders and those connections will come live with the ASE cut at each PSAP.

As a part of the ASE project, we will be asking each PSAP if they wish to turn on RapidVideo. RapidVideo provides the call taker with the ability to send a link to the caller's phone requesting permission to stream the video from the phone to the call taker. This is a one-way video feed from the caller to the call taker. Each PSAP is being offered the choice in turning it on or not. Mandatory training has been created and provided for the PSAPs wishing to turn on RapidVideo and sample policy for operationalizing RapidVideo has also been provided.

#### **Automatic Abandoned Callback (AAC)**

Since our last meeting, Shawnee County has committed to AAC, joining Sedgwick County who had already committed. AAC equipment for Host 1 (Wichita) and Host 2 (Topeka) has been delivered and await delivery of the PRI trunks for outbound calls. Timeline for completion of this project is three months, with Host 1 expected to be operational by the end of August, first part of September and Host 2 following shortly thereafter.

#### **Third Call Handling Host - Host Redundancy**

The third host has been delivered and configuration and connectivity to both sides of the host are complete. Pittsburg Police Department and Crawford County Sheriff's Office have committed to coming onto the NG911 Call Handling System and will be served by the Third Host as their primary host. After those two PSAPs cut live to Host 3, we will begin the process of migrating additional PSAPs from Host 1 to Host 3. Shawnee County has committed to Host redundancy, joining Riley County as our PSAPs committed to the Host Redundancy program. We will begin duplicating Shawnee and Riley County's agency profiles on Host 3 after Pittsburg and Crawford County have soaked the third host install for a couple of weeks. We anticipate being able to go live with Host Redundancy for both of these PSAPs by the end of October.



## **988 Implementation**

988 went live as the national suicide and crisis prevention hotline on July 16, 2022. In preparation for the launch of 988, the AT&T Tiger Teams built appropriate 911 transfers for each PSAP on the statewide system. These transfers allow 911 call takers to transfer 911 calls received, that are more appropriately handled by 988 personnel to efficiently transfer the calls to the appropriate 988 center in Kansas.

## **Location Based Routing (LBR)**

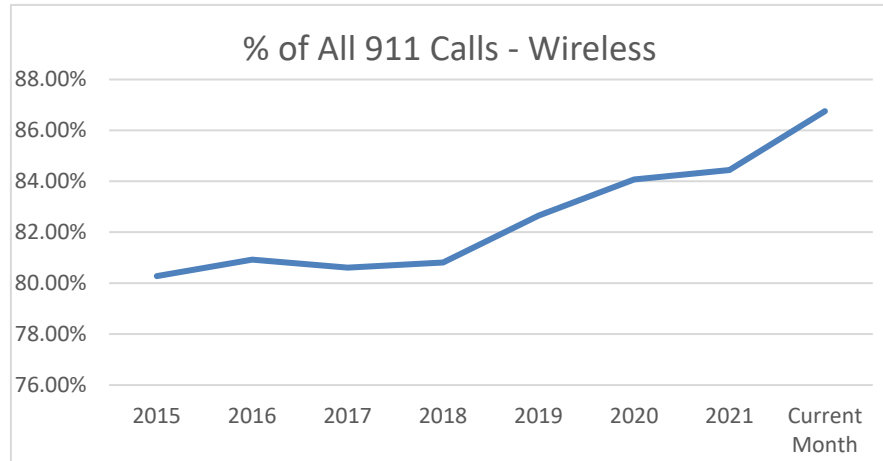
AT&T Mobility and T-Mobile are now routing their wireless calls based on the location of the caller, rather than the legacy tower face routing that has been the standard for years. This is the first step that we have been waiting for in improving wireless call routing accuracy. Verizon has not yet made this move, but the hope is that with two of their major competitors having made the move, Verizon will follow quickly behind. U.S. Cellular would then be the only major carrier not utilizing LBR.

## **Legislative Post Audit**

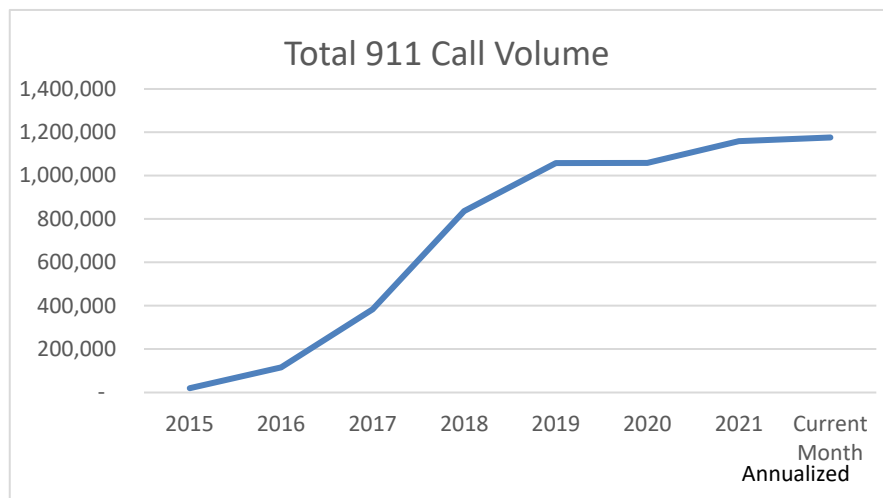
The Kansas 911 Act requires a Legislative Post Audit (LPA) every five years. The next LPA will occur in 2023 and be presented to the Legislature in 2024. As Council Members, you may receive contact from the LPA Auditor for input into the audit process.

## July 2022 Compared to Year Over Year Statistics

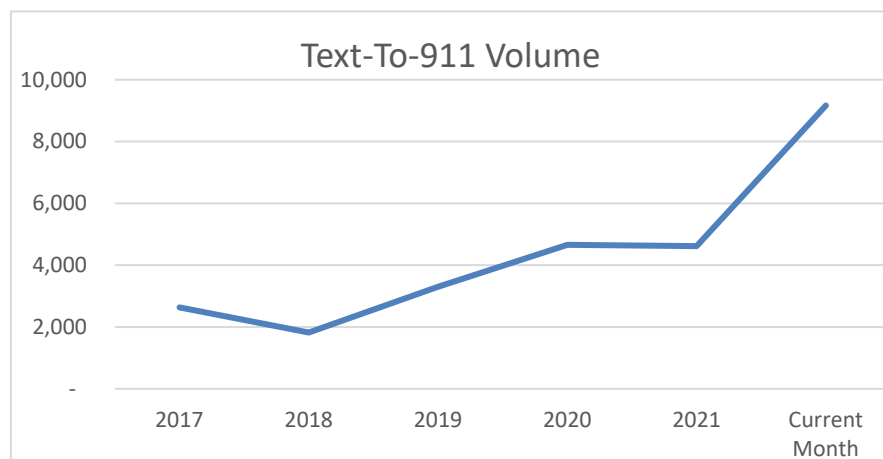
% of wireless calls has increased 4.16% from 2015 to 2021 and will increase 2.32% in 2022 based on annualized July numbers



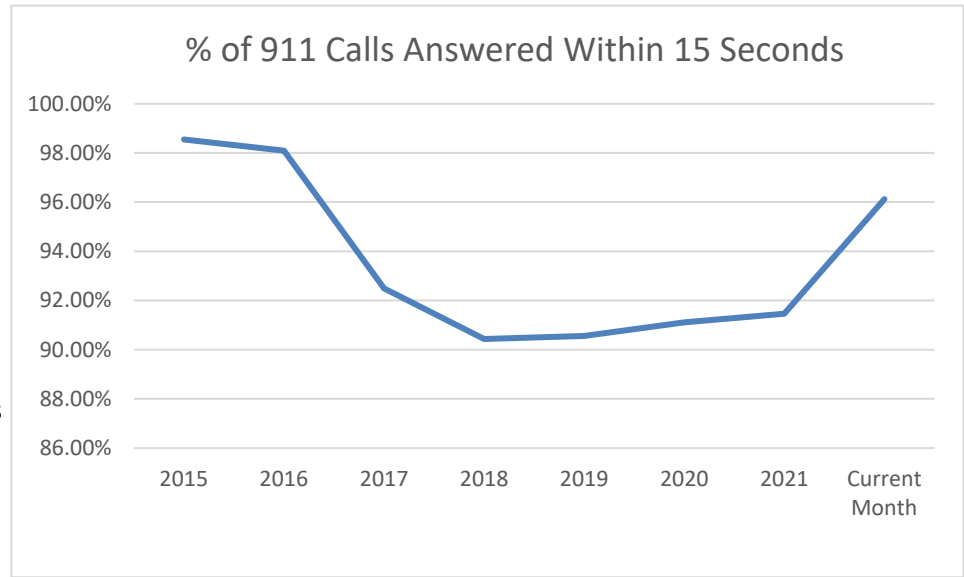
Call volumes have increased 98.29% from 2015 to 2021 and will increase 1.50% in 2022 based on annualized July volumes



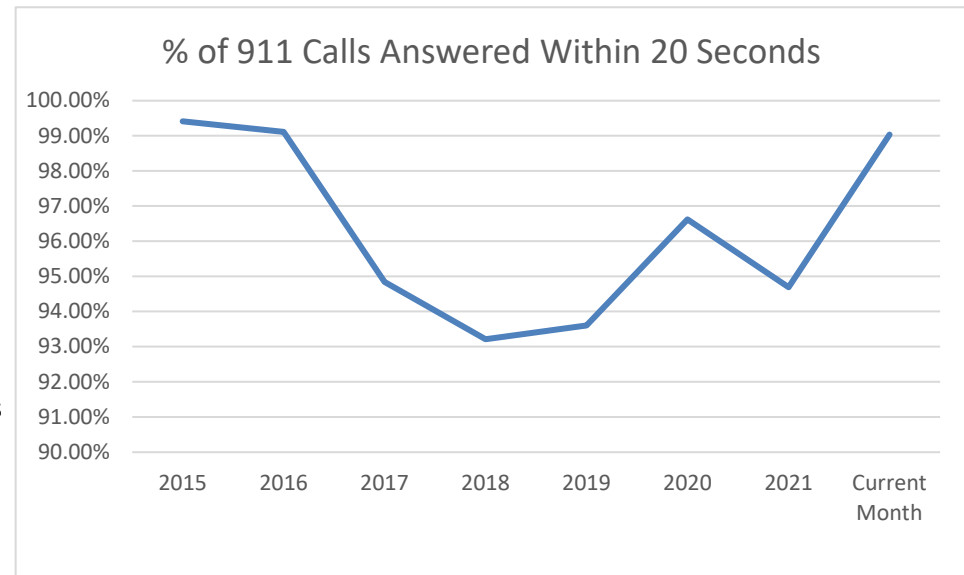
Text volume is up 42.95% from 2017 to 2020 and will increase 49.66% in 2022 based on annualized July numbers



Number of calls answered within 15 seconds have decreased by 7.09% since 2015 but will increase 4.66% in 2022 based on annualized July numbers

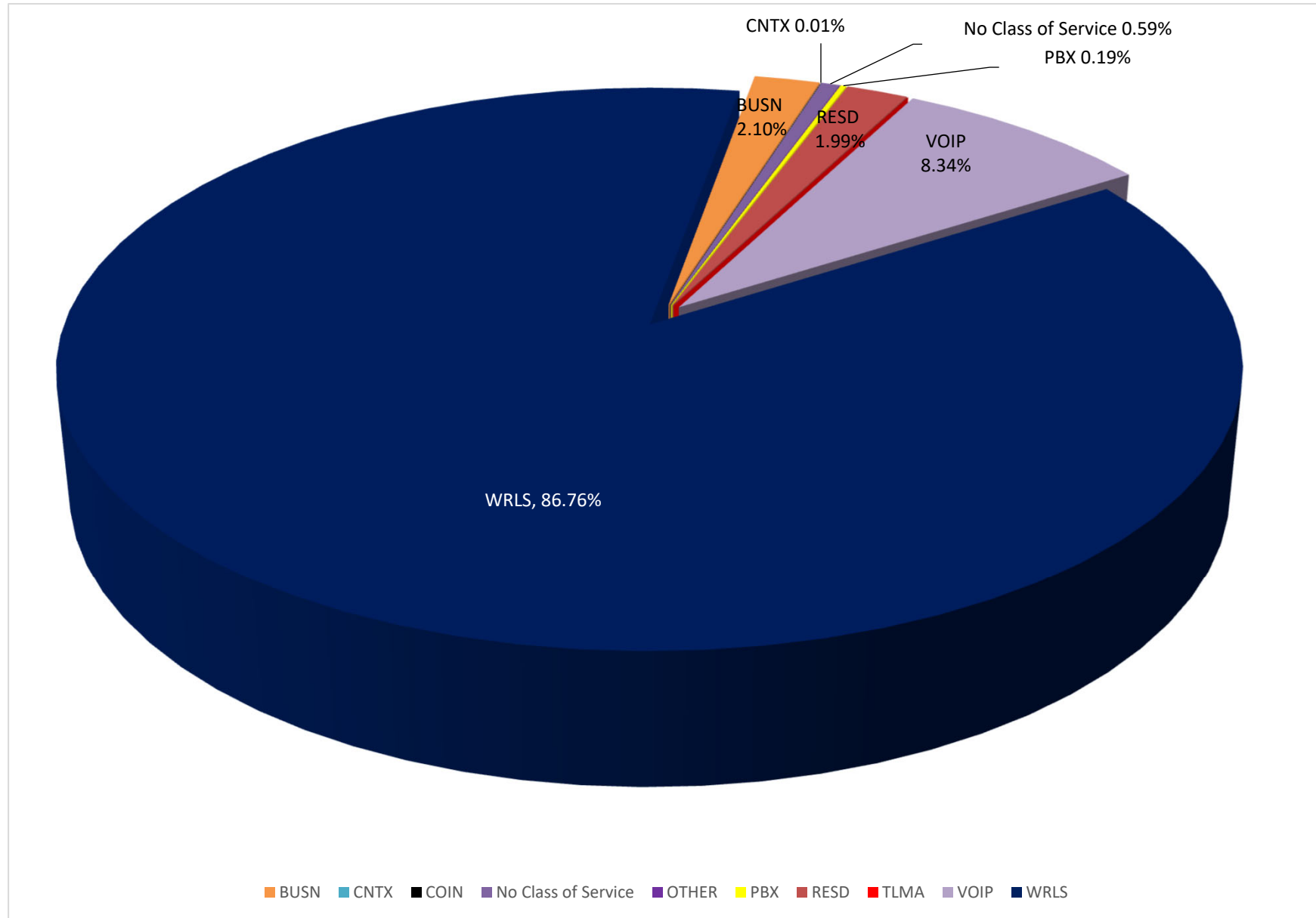


Number of calls answered within 20 seconds have decreased by 4.72% since 2015 but will increase 4.34% in 2022 based on annualized July numbers



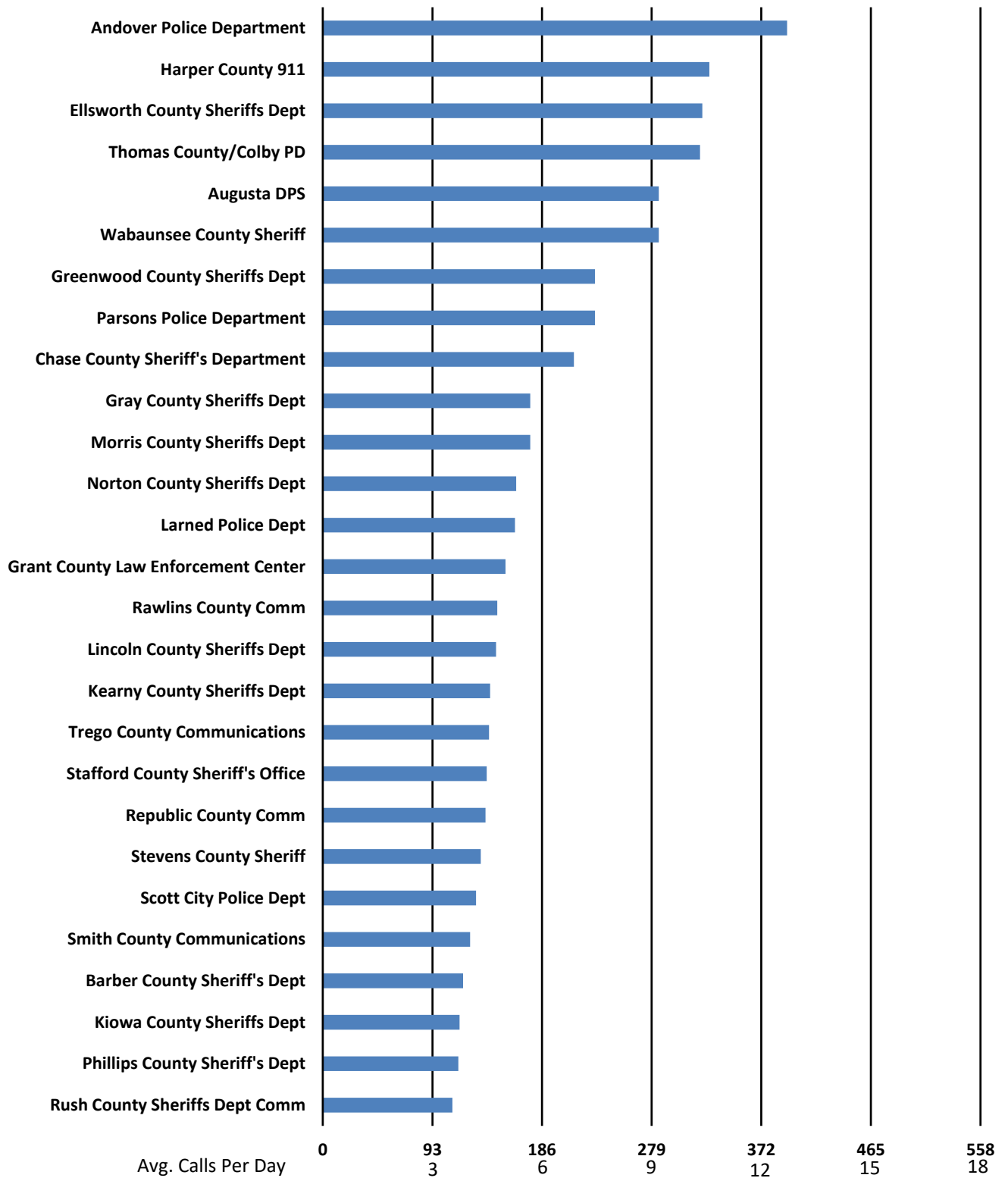
## 911 CALLS BY CLASS OF SERVICE - July, 2022

98,011 Total Calls Received

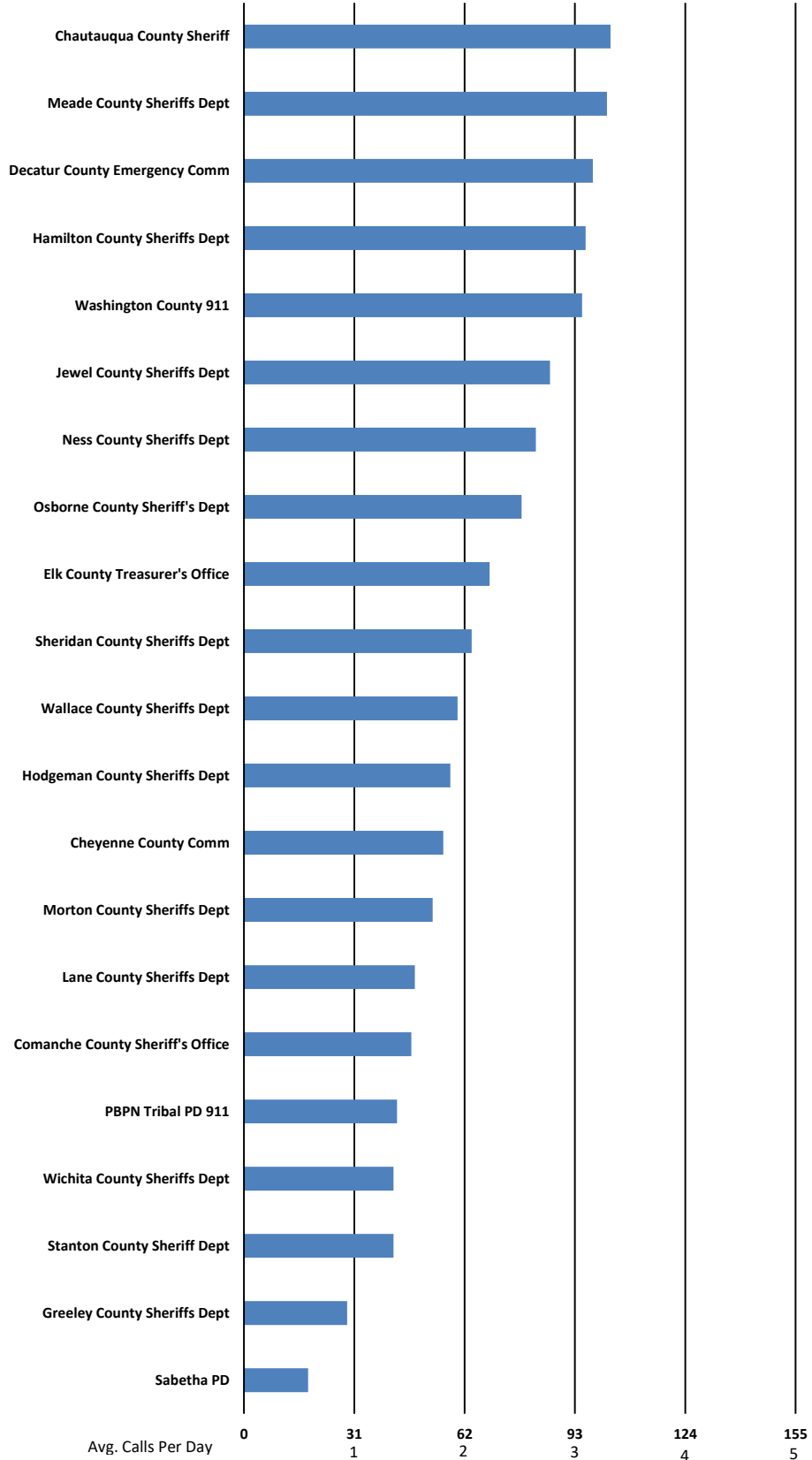


PSAPS - 1 Seat  
Higher Volume

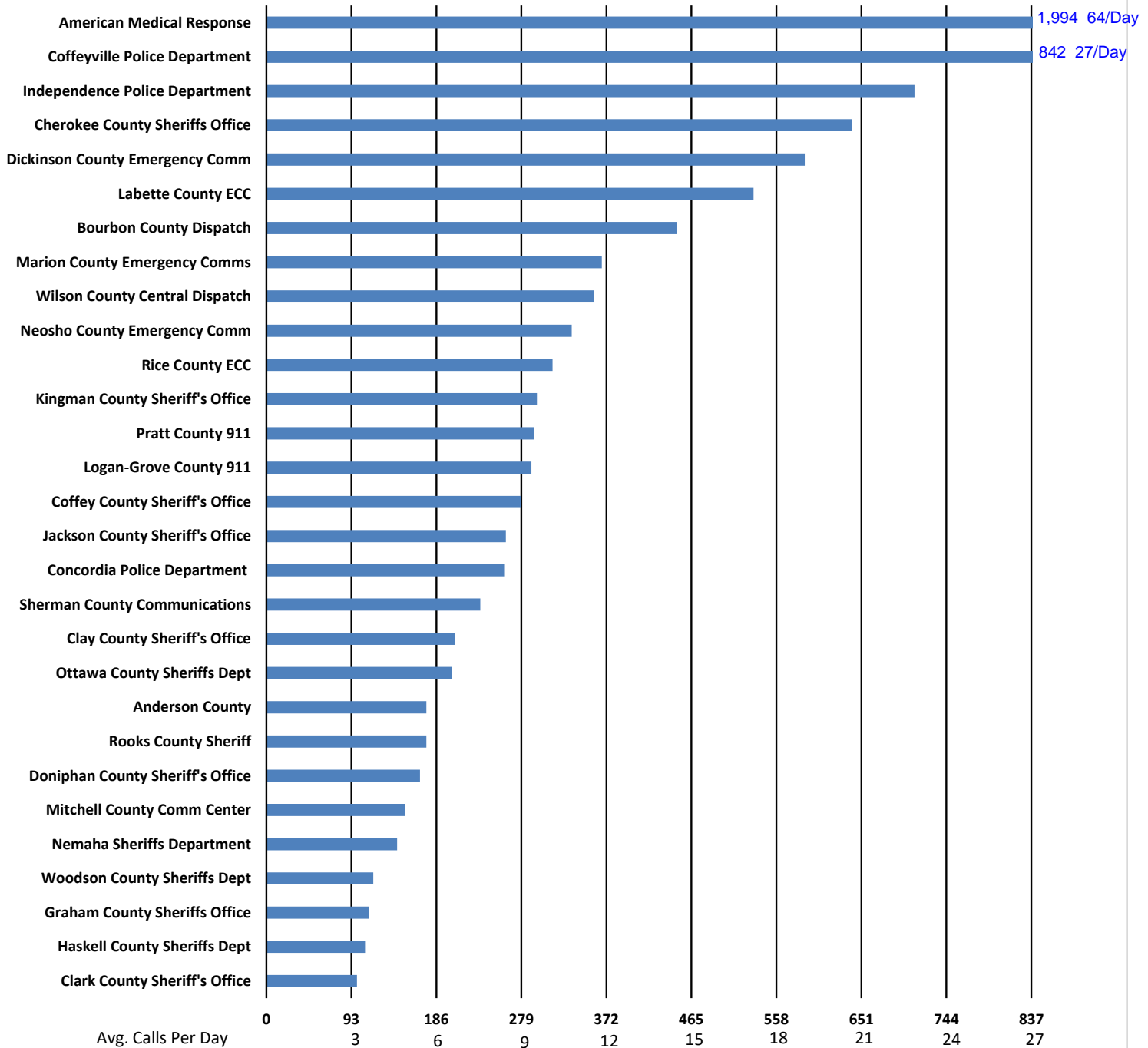
## 911 Call Volumes - July, 2022



### 911 Call Volumes - July, 2022

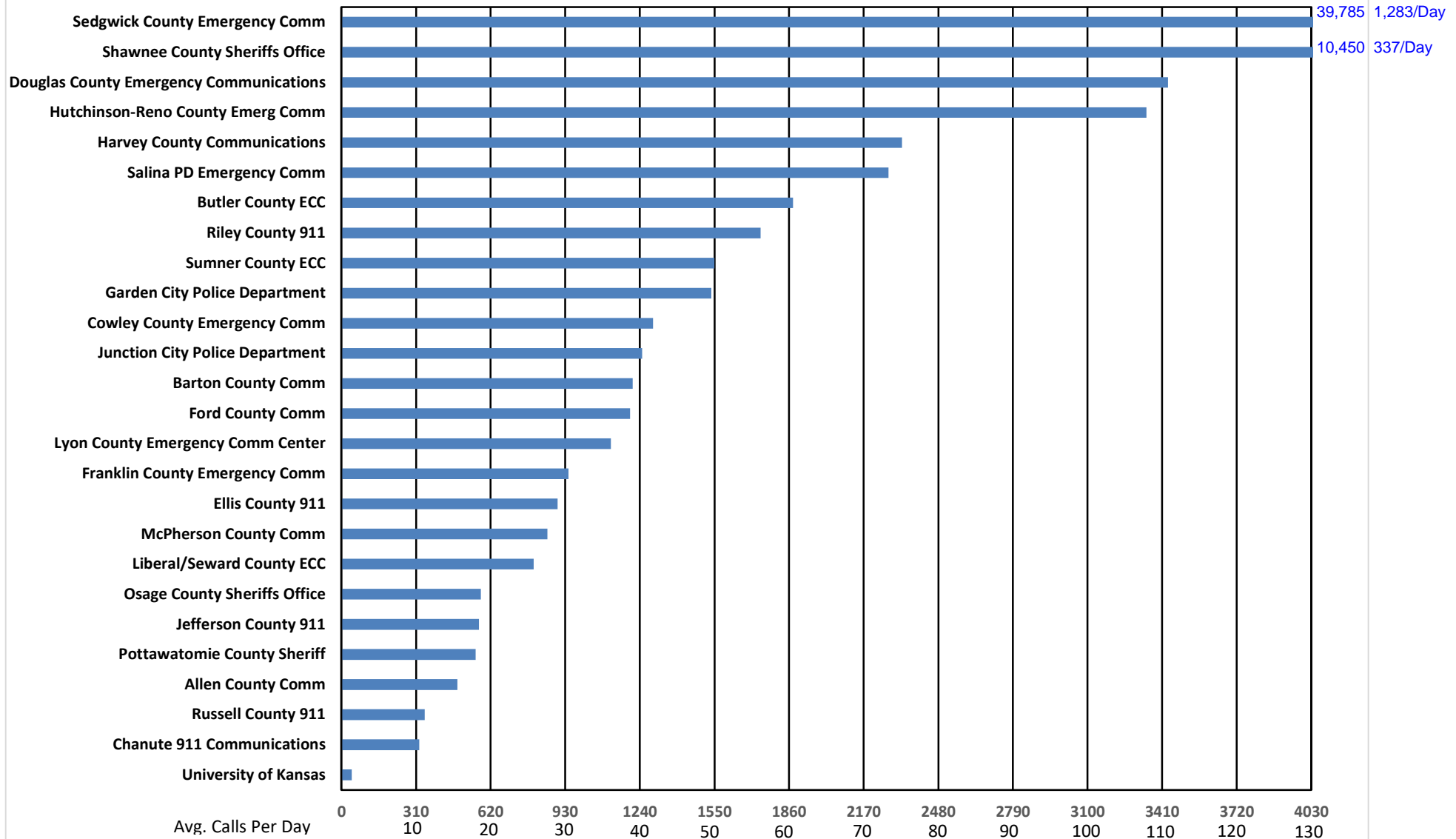


## 911 Call Volumes - July, 2022

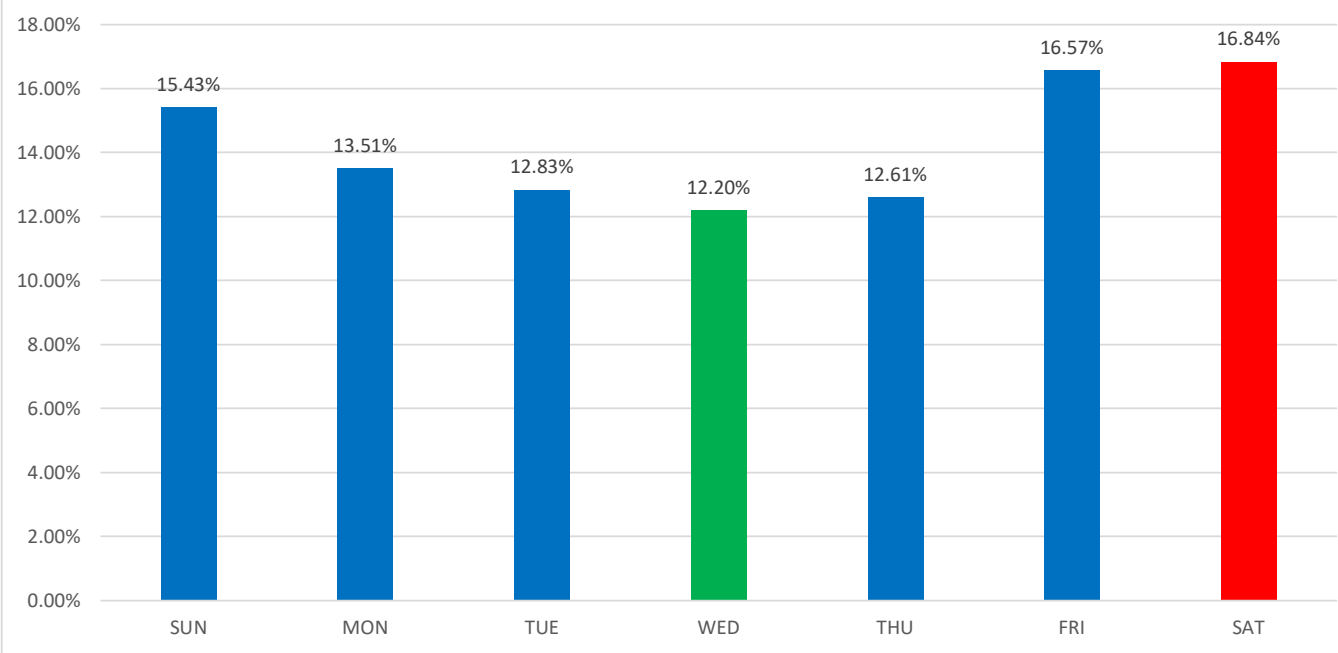


PSAPS 3+ Seats

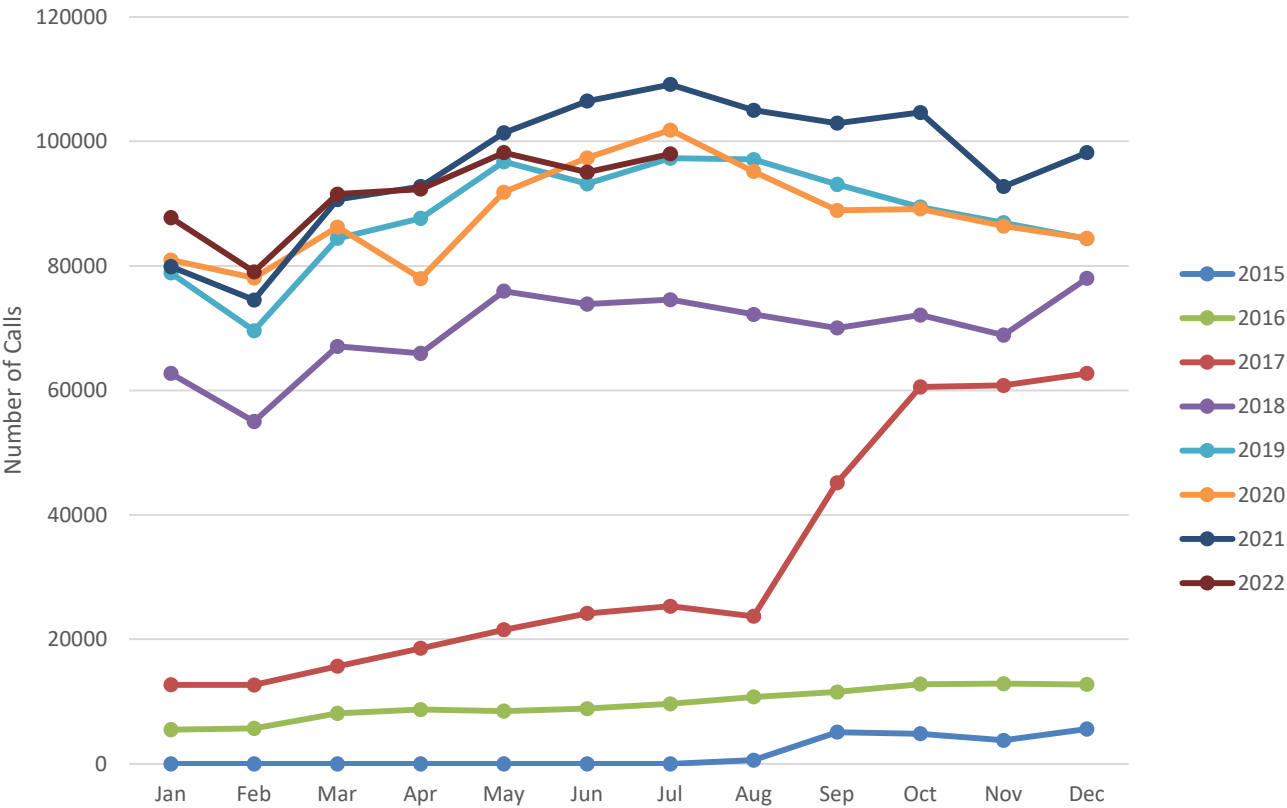
## 911 Call Volumes - July, 2022



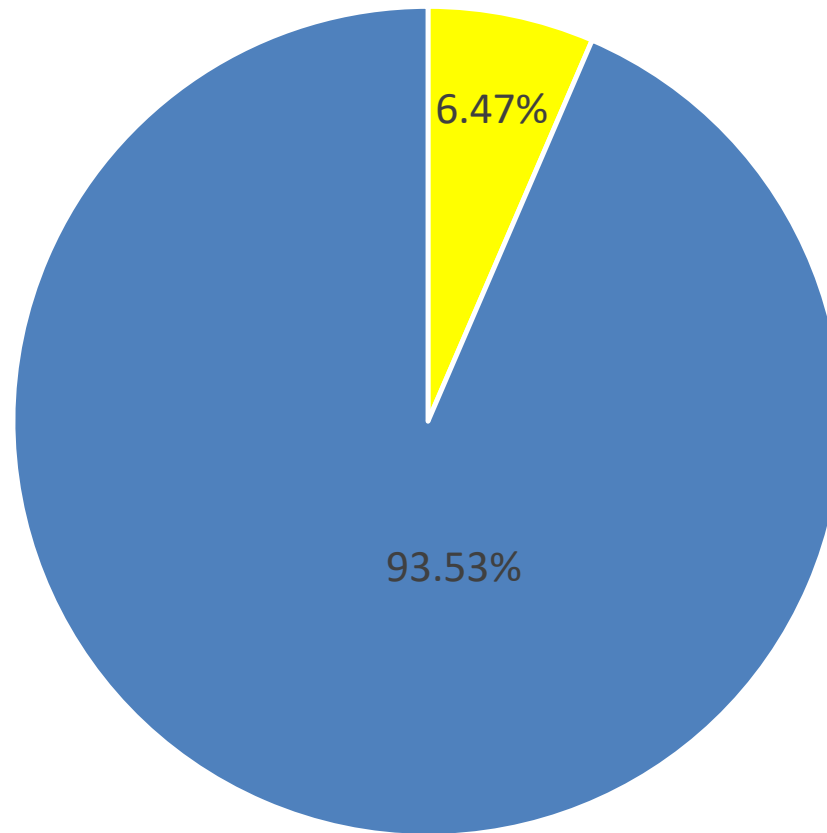
Volumes by Day of Week - Jul, 2022



Monthly Call Volumes by Year



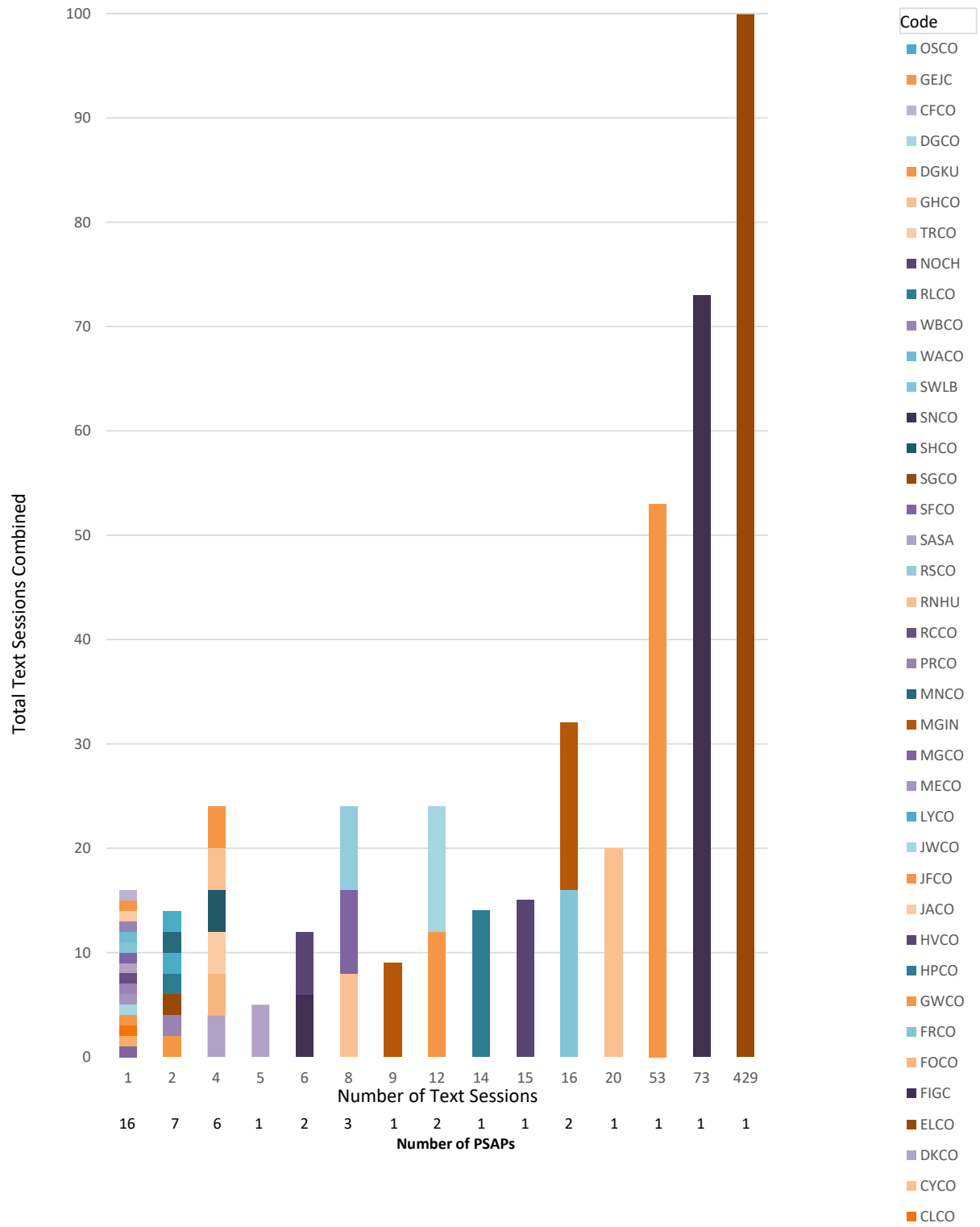
NSI Calls as % of Total Calls - July, 2022



■ NSI Calls ■ Non NSI Calls

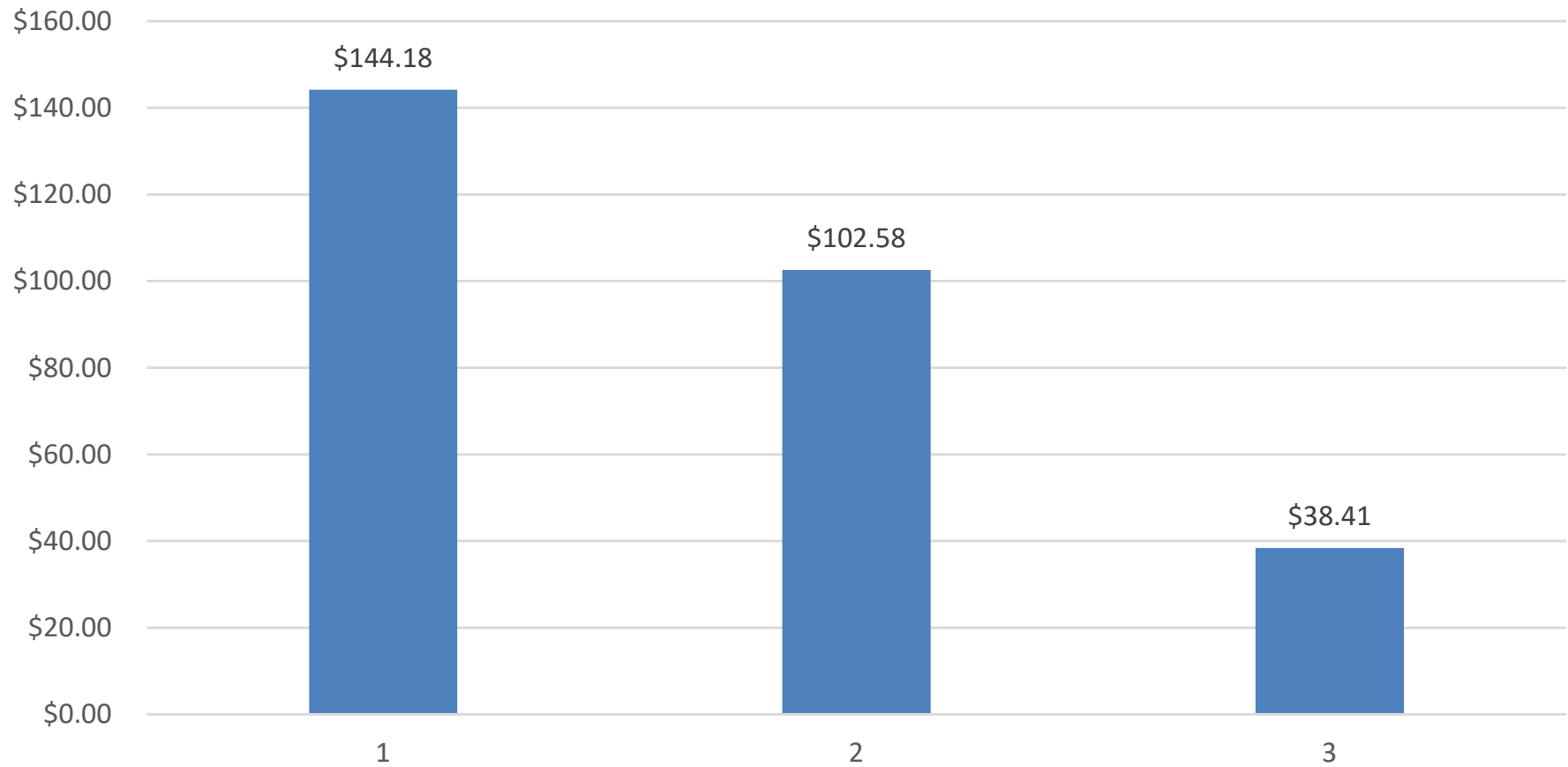
# Total Text Sessions - July, 2022

764 Total Text Sessions 24.6/Day



Text Sessions

Avg. Cost Per Call by # of Seats - Jul, 2022



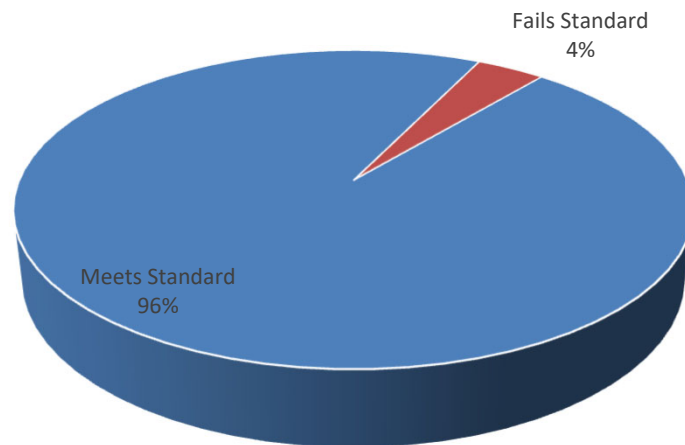
# % of All PSAPs Answering Within NENA Standards - July, 2022

NENA Standard:

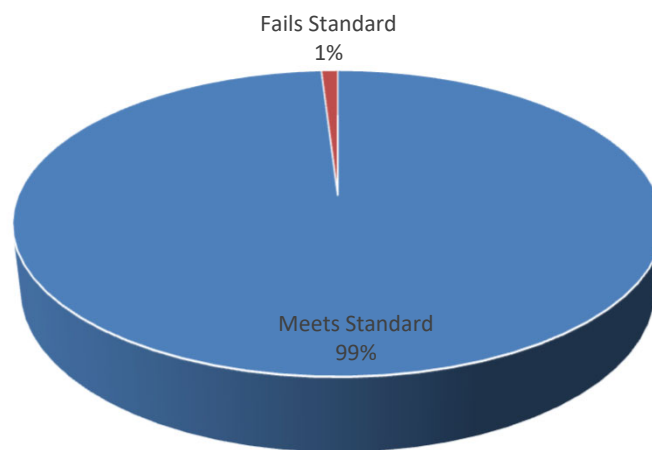
90% of all 9-1-1 calls arriving shall be answered within fifteen (15) seconds.

95% of all 9-1-1 calls arriving SHOULD be answered within twenty (20) seconds.

< 15 Seconds



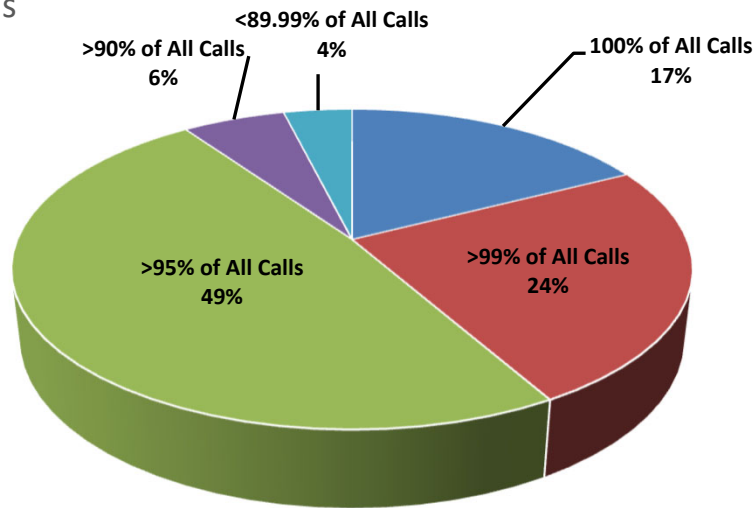
< 20 Seconds



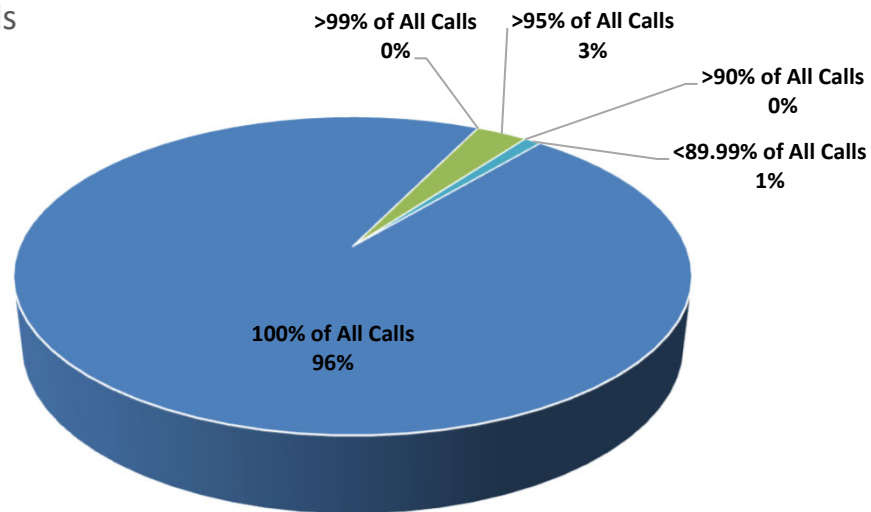
# % of All PSAPs Answering Within Given Time - July, 2022

NENA Standard: 90% of all 9-1-1 calls arriving SHALL be answered within fifteen (15) seconds.  
95% of all 9-1-1 calls arriving SHOULD be answered within twenty (20) seconds.

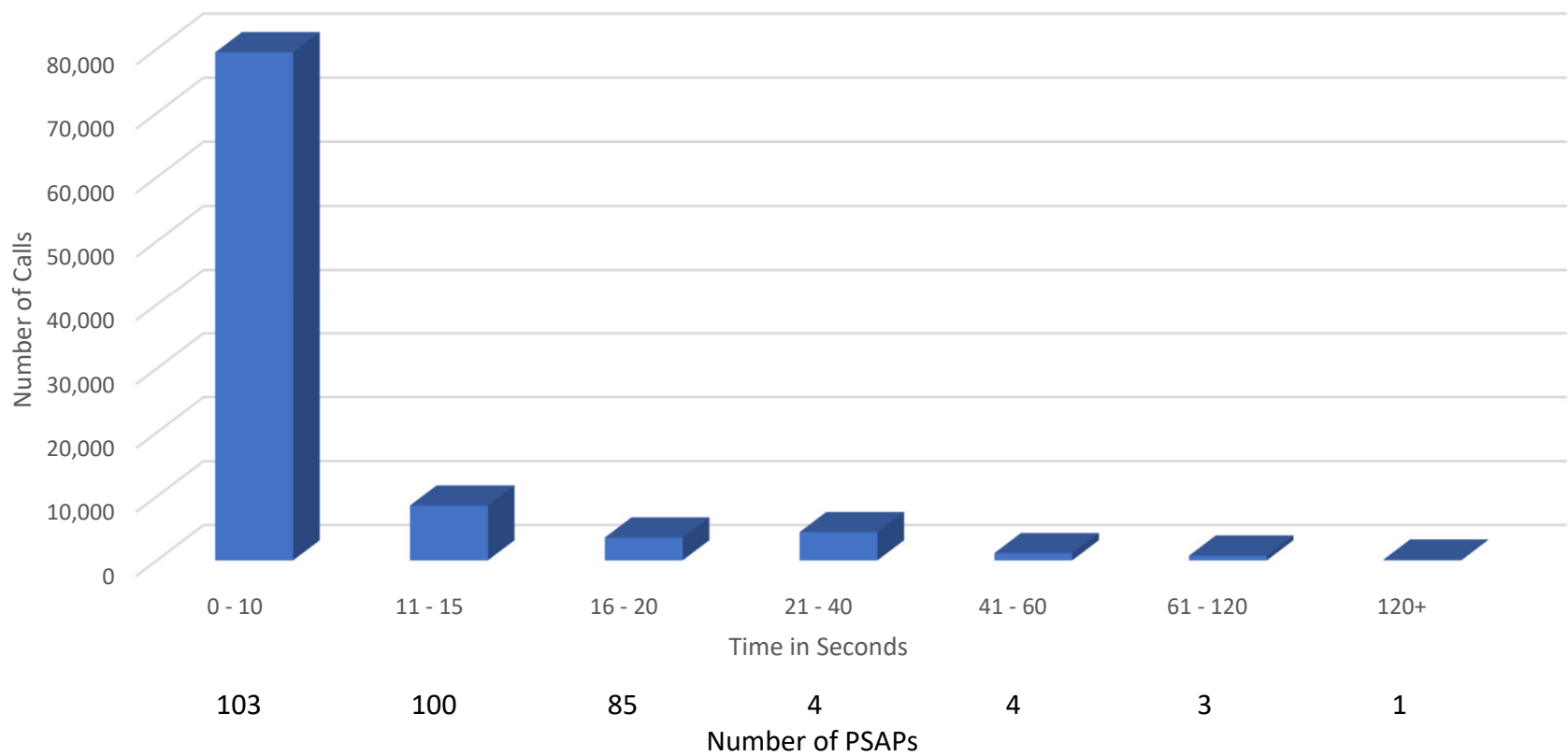
≤ 15 Seconds



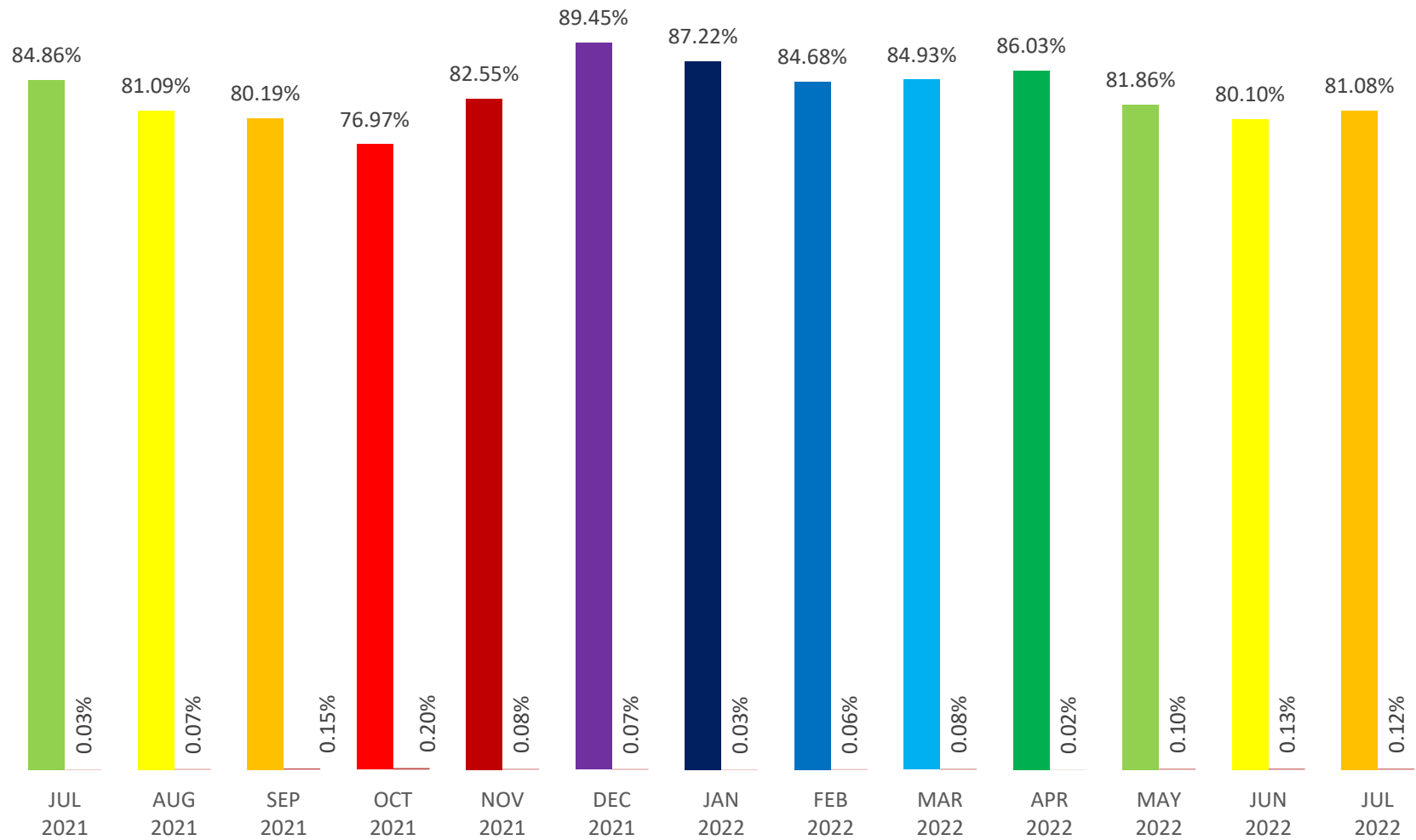
≤ 20 Seconds



# of Calls Answered Within Given Time



# % of Calls Answered Within 10 & Over 120 Seconds Prior 12 Months



Statewide Call Statistics Comparison to Other States				
State	2021	% of Calls Answered within		
	Annual Total 911 Call Volume	10 Secs.	20 Secs.	60 Secs.
Kansas	1,158,455	81.08%	93.48%	99.13%
MARC	1,578,280	95.41%	98.59%	99.71%
Connecticut	2,172,495	91.31%		
Vermont	204,931	100%		
New Hampshire	412,318	98.51%	98.90%	99.79%
South Dakota	262,974	93.30%	98.90%	99.90%



## Communications | Training Coordinator Report Council Meeting – August 26th, 2022

### High level review of activities since April 15th, 2022

- Ongoing work to prepare for RapidVideo in conjunction with ASE upgrades
- Continued implementation and course development in the KS Ng911 Learning Center - 43 courses available
  - RapidVideo
    - What3Words
    - Waze
- Compassion Care Support (Andover Tornado, April 29<sup>th</sup>) SGC, Butler & Andover PSAPS
- 988 Support to PSAPS as needed (Launch July 16<sup>th</sup>)
  - Ongoing communication with 988 as they develop their program
- Committee Support (Operations, Training, ERC, Technical/Security, Public Education, and Policy)
  - Operations – Training (Primary)
- Training resources and coordination as needed
- Liaison with Appointments Secretary (Monitor terms and vacancies)
- FCC Webinar on Carrier Resiliency
- APCO/Admin Day Conference Planning & Support
- KCJIS Conference Program - Communication
- Regional PSAP Cyber Security (SC Project Manager)
  - SC Homeland Security APCO Representative
- Infrastructure Workshop Support
- Regional PSAP meetings
- Preparation for 2023 Workplan and Budget facilitation
- SIAC member (APCO representative)
  - Broadband
- Special projects (integrations/enhancements) research and facilitation support
  - collaboration with KDOT and could potentially bring a CAD data visibility product & additional analytics capabilities
- KS Chapter of APCO Executive Council Representative
  - Management Committee member
- New Director PSAP Visits and Orientation meeting(s) as needed
- New Council Orientation planning and development



Enhancing Public-Safety  
with State-wide access to  
Next Generation 911 Services

Angie Murphy, Liaison

## Council Meeting – August 26<sup>th</sup>, 2022

Activities since the last council meeting

- ✓ Regularly support, track, and followup with trouble tickets
- ✓ Orientation for new leadership
- ✓ Training on the expenditure review process
- ✓ Develop training content for the learning management system
- ✓ Continue to educate PSAPs on the need for an MOA
- ✓ Continue to provide a weekly bulletin to PSAPs to promote communication and awareness of 911 industry trends and Kansas program updates
- ✓ Support the rollout of ASE and RapidVideo
- ✓ Support the Public Education and Technologies Policy Subcommittee
- ✓ Support the Expenditure Review Committee
- ✓ Keep FAQ document updated with allowable expenditures
- ✓ Create a sample NG911 technology policy for PSAPs that focuses on the release of RapidVideo
- ✓ Process expenditure reports – 118 PSAPs closed and 2 open
- ✓ Infrastructure workshop facilitation and preparation
- ✓ Draft and review guidelines and policies
- ✓ Assist with the facilitation of 911-related conferences
- ✓ Work with the 988 Committee to help them build a relationship with PSAPs
- ✓ Project manager for cybersecurity project that will benefit Kansas PSAPs
- ✓ Attend regional PSAP meetings and provide program updates
- ✓ Serve as a conduit between the 911 Coordinating Council and other 911 partners
- ✓ Onboarding for Crawford County and Pittsburg PD as they join the state-hosted solution



Enhancing Public-Safety  
with State-wide access to  
Next Generation 911 Services

## GIS Committee Report Council Meeting – August 26, 2022

### NG911 GIS Data Submission Summary by Quarter

Submission Type	CY21-Q4 (Oct 1 - Dec 31)	CY22-Q1 (Jan 1 – Mar 31)	Q2 (Apr 1 – June 30)	Q3 (July 1 – Sept 30)
	Number of Jurisdictions			
Updates that passed QA	95	97	95	N/A
Updates that have NOT passed QA	0	1	0	N/A
No Changes	12	7	12	N/A
No Reply	0	2	0	N/A

### Orthoimagery Update:

- 2018 imagery now public domain
- 2021 imagery:
  - MrSID and GeoTIFF files have been delivered to DASC
  - MrSID version of the imagery has been posted to the Kansas Geoportal
  - DASC is currently processing the imagery for integration into RapidDeploy's Radius Plus

### Building Footprints Pilot Project:

- The GIS team is currently conducting a building footprints pilot project. This project leverages the “buy-up” component of the Council's agreement with Surdex.
- Building footprint polygons will be developed for the Dickinson, Saline, Ellsworth, Rice, McPherson, and Marion. Additional jurisdictions may be included depending on feature count.
- The goal of the project is to determine the usability and value of this data for call handling purposes.
- The pilot project is funded with remaining \$40,986.57 from the NTIA/NHSTA 911 Grant Fund.

### Call Handling Mapping Solution:

- RapidDeploy Radius Plus - KS and RD GIS meet monthly to discuss application enhancements and GIS data
- Members of the GIS team also participate on RapidDeploy's Customer Advisory Board

### NG911 Program Portal:

- Expenditures – administration enhancements to support PSAP reporting
- Monitor and assist with email communication by reporting undeliverable and incorrect email addresses

Maintenance & hosting of the program portal



#### NG911 GIS Toolbox:

- Several updates to the toolbox are in-progress to address data model updates, bug fixes, and validation test adjustments.
- Toolbox v2.2.96 is planned for Q3 2022

#### Outreach activities:

- Quarterly NG911 GIS User Group
  - Webinars and presentation materials are available at <https://www.kansas911.org>
- Training
  - GIS Data Steward – now available to PSAP's through the Kansas NG911 Learning Center
  - GIS Data Maintainer – will be provided at the Kansas Mappers conference on Tuesday, October 18, and will also be available on the Kansas NG911 Learning Center
- NENA GIS Data Model v2
  - Workgroup has completed the draft and it has passed public reviews
  - v2 of the data model should be published by the end of the year

#### GIS/MSAG Database Conversion:

- Working with AT&T on conversion to new database platform



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## Operations Committee Report

### Council Meeting – August 26<sup>th</sup>, 2022

#### Outreach:

Representatives from the OPS Committee & the Training Committee came together as a subcommittee to plan a day & half of training for the 2022 Fall KS APCO & KS 9-1-1 Coordinating Council conference.

The KS 9-1-1 CC conference training subcommittee included Ellen Wernicke, Crissy Ridnour, Brandi Walker. The representatives from the Operations Committee included Tony Foster, & Ryan Mitchell. These subcommittee did outstanding job collaborating excellent breakout sessions focusing on functional training. The joint Fall Conference will be held at the Drury Plaza Broadview Hotel, September 19<sup>th</sup> – 21<sup>st</sup>.

The OPS committee met on July 14<sup>th</sup> received reports from the ERC, Pub Ed & NG911 Technology, & Training Committees. They continue to work on their respective 2022 Workplan deliverables. The Pub Ed & NG 911 Technologies committee did an outstanding job in drafting a Rapid Video best practices policy.

We have also reached out to the Kansas Congressional delegation about supporting the Spectrum Innovation Act. Which is 10B in NG911 funding through auctioning of FCC spectrum.

#### Meeting Dates:

1. APR 14, 2022, 11:00 AM
2. JUL 14, 2022, 11:00 AM
3. OCT 13, 2022, 11:00 AM

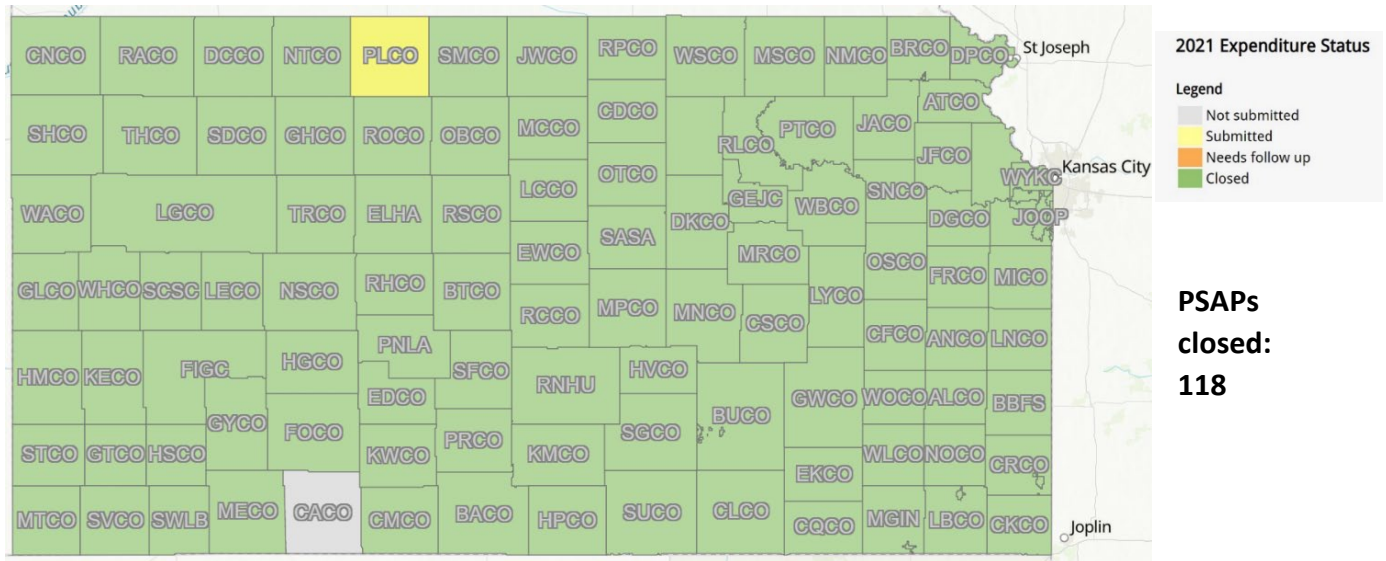
#### Deliverables:

1. Facilitate Communication among Council & Stakeholders.
  - a. Support quarterly newsletter development & distribution Quarterly
  - b. Evaluate & socialize additional IoTs / Software / Hardware Ongoing
  - c. Support Council in appeal hearings to KS DoA Hearings As Needed
2. Meetings for outreach & collaboration
  - a. Fall Joint Conference SEP 19 – 21
  - b. MARC / Council Roadmap Meeting MAR 31, 2022
  - c. MARC / Council Roadmap Meeting NOV 11, 2022



## Expenditure Review Committee Report as of August 4, 2022

### Council Meeting – 8/26/2022



PSAPs not submitted (1): Clark County

PSAPs that need to do followup (1): Phillips County

Total Expenditures: \$20,512,283.21

Allowed and Closed: \$20,497,808.97

Not Allowed and Closed: \$14,474.24

Not Allowed Partial Invoice: \$4,108.00

### *Expenditure Report by Allowable Use*

August 4, 2022

Use	Recurring Costs/Contracts	Equipment	Training	Other	Total
The original acquisition and installation of road signs designed to aid in the delivery of emergency service	\$ 0.00	\$5,270.68	\$ 0.00	\$ 0.00	\$5,270.68
Charges for capital improvements and equipment or other physical enhancements to the 911 system	\$120,411.25	\$337,744.34	\$ 0.00	\$20,257.03	\$478,412.62
Implementation of 911 services	\$1,098,783.47	\$8,358.79	\$ 0.00	\$206,183.55	\$1,313,325.81
Installation, service establishment and nonrecurring start-up charges billed by the service supplier	\$66,138.74	\$171,072.20	\$ 0.00	\$46,457.38	\$283,668.32
Maintenance and license fees for 911 equipment	\$6,264,172.03	\$235,394.16	\$79,039.57	\$67,988.02	\$6,646,593.78
Monthly recurring charges billed by service suppliers	\$9,203,031.32	\$7,879.23	\$1,891.82	\$30,248.09	\$9,243,050.46
Purchase of 911 equipment and upgrades	\$792,696.97	\$1,438,833.26	\$ 0.00	\$5,023.87	\$2,236,554.10
Training of personnel	\$70,837.99	\$2,551.97	\$231,928.44	\$ 89.04	\$305,407.44
<b>Totals</b>	<b>\$17,616,071.77 ( 85.88%)</b>	<b>\$2,207,104.63 ( 10.76%)</b>	<b>\$312,859.83 ( 1.53%)</b>	<b>\$376,246.98 ( 1.83%)</b>	<b>\$20,512,283.21</b>



## **Training Committee Report Council Meeting – August 26, 2022**

**Prepared by: Ellen Wernicke, Chairperson**

The Training Committee continues to meet quarterly. The last meeting was on May 24, 2022. Work continues in the following areas:

- Coordinated conference planning with the APCO Board in preparation for the Fall Kansas APCO conference
- Reviewed and provided input on the RapidVideo SOP/SOG
- Continue to provide input on content for the bi-weekly Administrators call
- Continue to work on the development of a Training Cadre and focused training delivery plan
- Continue to collaborate with the MARC region on the Kansas NG911 Learning Center



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## **Public Education and Technology Committee Report**

### **Council Meeting – August 26<sup>th</sup>, 2022**

The Public Education and Technology Committee has finished the document for RapidVideo and is ready for release to agencies.

The next goal for our committee will be working on public education on Text to 911 and What3Words, and RapidVideo. We have realized that a lot of the public still doesn't realize that these options exist in Kansas.

Our next meeting is July 28<sup>th</sup>, 2022 where we will be brainstorming on the public education goals.



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## Technical/Security Report

Council Meeting – August 26, 2022

Prepared by: Phillip Ryan, Chairperson

### Hosted 911 System PSAP Deployments:

- Currently at 104 PSAP's deployed  
(Plus, Yoder test center, Sedgwick backup, Shawnee backup, Saline backup and AMR)

### Hosted systems in queue for deployment:

- Kansas State University, estimated deployment October/November 2022
  - KSU delayed installation due to relocating their 911 facility to a new building
- Crawford County (Girard) signed up to come on to the statewide system (estimated Sept/Oct timeframe)
- Pittsburg PD signed up to come on to the statewide system (estimated Sept/Oct timeframe)
- Chanute Vesta Backup to be turned up August 16, 2022 (It will use the new ASE network)
  - The same week, the Chanute Primary site to be turned up on new ASE network also

### Motorola Host Software & Hardware Status:

- Windows 10 installed on all workstations at the end of 2020
- Motorola Vesta Servers & Switches were upgraded Q4 of 2021
- PSAP workstation refresh to begin after ASE network deployment is complete
  - AT&T is replacing/refreshing equipment currently as workstations fail or become problematic
  - Expect to start 4th quarter 2022 in large scale

### ASE (AT&T Switched Ethernet) Migration from AVPN (AT&T Virtual Private Network) in 2022

- ASE Contracts signed (Host circuits in place)
- PSAP start going live on ASE in August 2022
- Expect entire replacement to take approximately 6 months
  - ASE Benefits include:
    - Higher bandwidth at much lower cost
    - ASE allows greater network diversity than AVPN
    - Configurations can be remotely managed
    - ASE has scalable bandwidth
    - ASE project will also allow for a third leg of PSAP redundancy with a Broadband connection
    - Allows PSAP's higher levels of survivability due event disruptions (such as cable cuts)
    - ASE project will provide Firstnet Band14 capability
      - Band 14, will allow access to greater bandwidth, network priority and preemption



### **Telephone Service Provider (TSP) NG911 IP Rehoming trunks from Tandems to ESInet Points of Interconnect (POI)**

- Notification letters sent to 220 Kansas telephone providers 2/22/22
  - Notification letters give TSP's the option to connect with traditional TDM trunks or IP trunking
    - It appears that most TSP's prefer to connect via IP trunking (SIP, Session Initiated Protocol)
      - SIP Vesta Software will be available in Q1, 2022 to allow KS SIP connectivity
      - SIP is ultimately the preferred method of carrier connection
    - Some TDM trunking to POI's will be done in 2022 (Most is expected for 2023)
- POI Benefits include:
  - Removes legacy Tandem points of failure in the network
  - Will provide faster 911 call set up time for callers to the PSAP
  - End to End IP connectivity should allow for call routing based upon handset location

### **Technical/Security Committee**

- 1/19/22 Annual meeting held
  - Reviewed previous years upgrades, AVPN conversion to ASE 2022 Plans & network design review
- Currently, reviewing KS 911 system design with the State of Kansas Risk Register assessment tool



## Program Management Report

### Council Meeting – August 26, 2022

Status and Accomplishments	Next Steps
Program <b>JEOPARDY</b> : none	<b>Jeopardy</b> : none
Program <b>Escalation</b> : none	<b>Escalation</b> : none
<b>Local Collection Point Administrator (LCPA)</b> On schedule, On budget ( <i>LCPA report has details</i> )	<b>Kathy Becker</b> , Mainstream Nonprofit Solutions Contract PoP: Jan 1, 2019, thru Dec 31, 2022, with option to renew one additional 24-mo extension
<ul style="list-style-type: none"> <li>End-of-year audit for 2020</li> <li>911 Federal Grant Report</li> <li>Staff continuity / succession planning</li> </ul>	<ul style="list-style-type: none"> <li>End-of-year 2021 audit</li> <li>911 Federal Grant financial final audit</li> </ul>
<b>DASC Support</b> On schedule, under budget ( <i>LCPA report has details</i> )	<b>Ken Nelson</b> , GIO (Ken/Eileen have details) Purchase Order expires Dec 31, 2023
<ul style="list-style-type: none"> <li>SURDEX new orthoimagery QA assessment</li> <li>Portal module upgrades and additions</li> </ul>	<ul style="list-style-type: none"> <li>Federal 911 Grant request \$40k residual for GIS pilot LiDAR data (outline, elevation)</li> <li>Replacement DASC support agreement</li> </ul>
<b>Orthoimagery</b>	<b>Surdex Corp</b> , PoP Aug 25, 2020, thru Sep 30, 2024
<ul style="list-style-type: none"> <li>Acquired new imagery for 2021 ahead of schedule</li> </ul>	<ul style="list-style-type: none"> <li>Orthoimagery QA Assessment</li> </ul>
<b>Dickinson County Support</b> On schedule, On budget ( <i>LCPA report has details</i> )	<b>Sherry Massey</b> , GIS Director and Specialist Contract PoP: Jan 1, 2020, thru Dec 31, 2022
<ul style="list-style-type: none"> <li>GIS User Group Training (Stewards / Maintainers)</li> <li>Fed 911 Grant annual report w/ equip inventory</li> </ul>	<ul style="list-style-type: none"> <li>AT&amp;T PSP Transition collaboration</li> <li>Future 911 Federal Grant opportunities</li> </ul>
<b>Program Management</b> On schedule, On budget ( <i>LCPA report has details</i> )	<b>Randall White Consulting LLC</b> Contract PoP: Jan1, 2019, thru Dec 31, 2022
<ul style="list-style-type: none"> <li>Re-baseline Program Plan: ASE, 3<sup>rd</sup> Host, AAC</li> <li>NG911 Business Case updates</li> </ul>	<ul style="list-style-type: none"> <li>NG911 migrations and implementations</li> <li>NG911 Strategic Plan for 2023-2025</li> </ul>
<b>Infrastructure – Hosted Call Handling</b> On Schedule, On budget ( <i>LCPA report has details</i> )	<b>AT&amp;T: Motorola-Airbus DS; WEST-ECaTS</b> Contract PoP: Feb 5, 2015, to Sep 14, 2027, with option to renew for one additional 24-mo period
<ul style="list-style-type: none"> <li>Configure PSAP phones for 911-to-988 transfer</li> <li>ASE Network Pilot Test, Turn-up, Evaluation</li> <li>Call Handling 3<sup>rd</sup> Host Implementation</li> <li>Automatic Abandoned Callback (AAC) deployed</li> </ul>	<ul style="list-style-type: none"> <li>Migration of NG911 from AVPN network to ASE</li> <li>Migrate from TDM tandems to POI connectivity</li> <li>VESTA® r8.0 software upgrade on all Hosts</li> </ul>
<b>Implementation Technical Support Specialist</b> On schedule, On budget ( <i>LCPA report has details</i> )	<b>Phillip Ryan, Pryan LLC</b> Contract PoP: Jan1, 2019 thru Dec 31, 2022
<ul style="list-style-type: none"> <li>New PSAPs: consults, engineering, config's</li> <li>Network security: PSAP / Infrastructure</li> <li>Cybersecurity heightened awareness / vigilance</li> <li>988-911 transfer speed dials at PSAPs</li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure modifications (ASE, 3<sup>rd</sup> host, AAC)</li> <li>Migrate from TDM tandems to POI connectivity</li> <li>VESTA® software upgrade(s) on all Hosts</li> <li>Nimbus Mapping</li> <li>NG911 annual security review and assurance</li> </ul>
<b>Kansas 911 Learning Center</b> On schedule, On budget ( <i>LCPA report has details</i> )	<b>Learning Management System (LMS)</b> Joint agreement MARC-Council
<ul style="list-style-type: none"> <li>New training content</li> </ul>	<ul style="list-style-type: none"> <li>New training content</li> </ul>
<b>NG911 Broadband Interoperability</b>	<b>Michele Abbott</b> , State Interop Advisory Committee (SIAC), State Interoperability Exec. Committee (SIEC)
<ul style="list-style-type: none"> <li>Participating in SIAC Working Groups</li> </ul>	



## Kansas 911 Coordinating Council Meeting Minutes, April 15, 2022

### web conference

#### Call To Order

The Kansas 911 Coordinating Council ("Council") general meeting was called to order at 9:01 a.m. by Chairman Dick Heitschmidt. Chairman Heitschmidt reviewed the Kansas Open Meetings Act (KOMA) rules for the meeting, and the chat feature of this web conference was disabled.

#### Roll Call

Roll call attendance was taken by Gayle Schwarzrock. There were 12 voting members, and 8 non-voting members present at the start of the meeting. Some Council members joined the meeting after roll call and some Council members had to leave the meeting early.

##### Council Members in Attendance:

*Voting Members:* Troy Briggs, Jac Brown, Representative John Carmichael, Robert Copper, Senator Marci Francisco, Jerry Harrison, Scott Hilbrink, Representative Kyle Hoffman, Sherry Massey, Josh Michaelis, Becky Snook, Brooks Wederski, Ellen Wernicke, and Jonathan York.

*Non-Voting Members:* Terry Clark, Jerry Daniels, Mike Daniels, Patrick Fucik, Elizabeth Phillips, Michael Ruffin, Sara Spinks, and Mark Tucker.

##### Council Members Absent:

*Voting Members:* Senator Rick Billinger and Nick Robbins.

*Non-Voting Members:* Robert McDonald and Ken Nelson.

##### Also in Attendance:

Michele Abbott, Lori Criqui, Eileen Battles, Kathleen Becker, Scott Ekberg, Dick Heitschmidt, Angela Murphy, Braden Perry, Phill Ryan, Gayle Schwarzrock, and Randall White.

#### Consent Agenda

Chairman Heitschmidt presented the Consent Agenda for approval of previously submitted reports:

- a) Council Meeting Minutes, January 21, 2022
- b) Financial Report
- c) Strategic Plan for 2022-2024
- d) Council Member Handbook, latest release

There were no objections, and the Consent Agenda was adopted.

#### Telecommunicator Basic Training Program For KLETC

A presentation was given by Chief of Police Jerry Harrison and Sheriff Troy Briggs on behalf of the Kansas Law Enforcement Training Center (KLETC) regarding the Telecommunicator Basic Training Program.

Jerry presented a list of all entities who were involved in the program including: National Emergency Number Association (NENA), Association of Public-Safety Communications Officials (APCO), Kansas Association of Chiefs of Police (KACP), Kansas Sheriffs' Association (KSA), Kansas Emergency Medical Services Association (KEMSA), KLETC, and (Public Safety Answering Point (PSAPs) with established academy programs such as the counties of Johnson, Ford, Sedgwick, and the Kansas Highway Patrol. Additionally, members of the Kansas 911 Coordinating Council were present.

The program was formally started in February 2021 with approximately 40 individuals in various committees and working groups. Jerry reviewed the strategic plan and mission for the program. The program is governed by KLETC on advisement of the Telecommunicator Training Committee. Jerry listed the names of the voting and non-voting members of the Telecommunicator Training Committee. They meet quarterly, and their responsibilities are to:

- review, advise, and provide subject matter expertise to the telecommunicator basic curriculum
- determine a list of continuing education annually
- provide advice, recommendations, and expertise on training equipment used
- provide representatives to participate in the KLETC selection process for course instructors.

The Telecommunicator Training Committee had their first quarterly meeting on April 11, 2022.

There are six (6) core competencies with about 18 training subjects. Class flow and learning objectives have been developed. The timeframe is estimated to be 2-3 weeks with 80 hours on-campus at KLETC. However, that timeframe will not be known until after beta test class. The KLETC is currently seeking subject matter experts to develop each class curriculum based on the learning objectives.

The goal of the KLETC is to hold the first class in August or September 2022. KLETC has committed to providing a full-time director who will be an experienced dispatch leader from Kansas. Classes will initially be taught by adjunct instructors who are experienced dispatchers in Kansas. It's anticipated that once the program is fully functional, all positions will be full-time positions under the director. Test classes will use the Hutchinson/Reno County training stations at the Hutchinson Police Department. Jerry explained the plan is to have an internal 9-1-1 system on campus that will be set up with multiple PSAPs. The system will be self-contained and not connected to the outside world. The system will have its own dedicated talk groups over Kansas State Interoperability Communication System (KSICS) 800 MHz radio over IP system. Jerry stated that KLETC intends to have access to mock databases from the Kansas Criminal Justice Information System (KCJIS).

Scott Ekberg stated this program is an excellent opportunity for collaboration between the Coordinating Council and KLETC. The program that is being proposed is 9-1-1 operational training. The line between the responsibility of the 911 Coordinating Council and the KLETC Telecommunicator Training Committee is the delivery of the 9-1-1 call. The Council is responsible for training on the system equipment and everything that delivers the call. The KLETC handles the training for the processing and dispatching of the 9-1-1 call. Once we have the Emergency Mobile Dispatch and Training Center (EMDTC), the EMDTC can be taken to KLETC and, as part of their curriculum, train all their students on the equipment and functionality of the NG911 system.

Jerry shared that KLETC is still working on funding for the equipment to be installed at the KLETC. Initially, tuition will be paid by the individual PSAP. However, the first few classes will be free to get the

program started. The long-term funding goal is for the Kansas Legislature to provide a revenue stream; the KLETC will advocate against taking any money from the 9-1-1 user fees.

Jerry closed by addressing typical questions regarding the program:

1. Will this KLETC training be mandated? There is no intent to seek legislation to mandate this training. There is no goal for mandated certification training. There is also no intent to refund any tuition costs if the dispatcher leaves the agency in the first year. Jerry explained that Kansas Statute requires any law enforcement agency that hires a certified officer within 1 year of graduating KLETC to pay for the officer's salary while attending KLETC. Some entities have additional agreements in place regarding the repaying the agency for the officer's equipment etc. Some EMS services pay for schooling and if the employee leaves within a certain time frame they have to pay the tuition back to the hiring entity at prorated amount. Agencies can set up similar agreements with dispatchers if they choose.
2. How will this be funded? Initially, training will be funded by individual agencies that send their staff. The long-term goal is to acquire funding through the Kansas Legislature which will be requested during the 2023 session. KLETC will argue against utilizing 9-1-1 user fees.
3. How is this different from Virtual Academy, KHP training, APCO training, and NENA training? What is the marketable difference between this course and those courses? This course is built on the best practices from NENA and other sources. These organizations have set the standard, but they do not carry out the training. Jerry gave an example of how his agency uses an APCO trainer, but they must pay that trainer, purchase the materials, and pay for their staff to complete the training. They may provide the program, but they do not provide the resource; the PSAP must do that. This training allows PSAPs to outsource for greater efficiency. This will be an in-person interactive training environment specific to Kansas needs. It also allows for testing dispatchers in a realistic simulated environment.
4. Where is the training site? Scott spoke earlier about the plans for the EMDTC trailer.
5. Who will pay for the training equipment? Funding for training equipment is still to be determined.

Chief Harrison provided handouts to Scott for the KLETC program. [Scott sent the handouts to the Council members.]

6. How long is the course? About 2-3 weeks, in person, and practical based.

## NG911 Administrator Report

Scott Ekberg presented the Administrator's Report.

**Policy On Statements of Substantial Interest (SSI).** Scott Ekberg shared that Kansas law requires that certain state employees and staff that serve as consultants must file an SSI annually between April 15-30 in conformance to state ethics law. Every member both voting and non-voting must complete one as part of their initial appointment to the Council. However, the annual renewal had not been done. A reminder was sent out to Council members. Representative John Carmichael responded to the reminder with some questions. Based on his questions, legal counsel for the Council was consulted for opinion. After review of the statutes regarding SSIs, Braden Perry responded there is no clear-cut answer as to whether Council members must file annually. However, his opinion is that filing annually is in the best interest of transparency and compliance with state policy. Therefore, the Council policy was drafted based on legal opinion and requires all council members to both file SSI as part of the initial appointment process and file annually between April 15-April 30. This draft policy includes contract

staff or other staff members of the Council as well. Senator Marci Francisco and Representative Carmichael offered a few edits to wording which Scott incorporated into the draft policy.

**Motion to approve the Statements of Substantial Interest and adopt that policy including the recommended changes of Representative Carmichael and Senator Francisco** made by Josh Michaelis and seconded by Senator Marci Francisco. **Motion carried.**

<b>Voting Members (13)</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
<b>Troy Briggs</b> , Kansas Sheriff Association	X		
<b>Jac Brown</b> , Govt IT	X		
<b>Representative John Carmichael</b> , House	X		
<b>Robert Cooper</b> , Deaf Hard Hearing	X		
<b>Senator Marci Francisco</b> , Senate	X		
<b>Jerry Harrison</b> , KACP	X		
<b>Scott Hilbrink</b> , Fire Chief	X		
<b>Sherry Massey</b> , PSAPs under 75k	X		
<b>Josh Michaelis</b> , PSAPs under 75k	X		
<b>Becky Snook</b> , KS APCO	X		
<b>Brooks Wederski</b> , Govt IT	X		
<b>Ellen Wernicke</b> , PSAPs over 75k	X		
<b>Jonathan York</b> , Adjutant General's Office	X		
<b>VOTE: Approval of Council Policy concerning Statement of Substantial Interest</b> MOTION BY: Josh Michaelis SECONDED BY: Senator Marci Francisco PASSED: Unanimous vote. Motion carried.			

Michele Abbott requested that all SSIs be submitted no later than April 30 this year. Braden encouraged Council members and staff to file online. Representative Carmichael shared that the SSI information requested is basic in nature. At the suggestion of Representative Carmichael, Scott added the SSI policy the Council Members handbook. Furthermore, Representative Carmichael suggested that tax information for this year be used when completing the form. He cautioned that there may be some assets that are subject to disclosure which may not be included in the W-2 or 1099 statement for the person. There are an extensive help and guides available through the Kansas Secretary of State Office and their website. Scott added that if anyone files an SSI for some other position held with the State, then that single filing is sufficient for all positions held. Michele Abbott will send an annual reminder to everyone prior to April 15.

**Third Host Redundancy.** Scott Ekberg reviewed with the Council the purpose and need for a Third Host as part of our NG911 system. First, the Third Host is needed to increase system capacity and allow us to bring on remaining PSAPs. For example, with a Third Host added to the system, a group of geographically connected PSAPs can be added to that Third Host to free up capacity on the Wichita Host. Second, the Third Host would allow our larger PSAPs (with 3 seats or more) to access a second system providing additional redundancy in the event their main host goes offline. At this time, Sedgwick

and Shawnee Counties have not indicated that they are willing to pay for that redundancy. Riley County, however, has expressed interest and is willing to pay.

Representative John Carmichael inquired what the proposed charges to the PSAPs would be and what the financial impact to the Council would be. Scott advised that there would be no cost to the PSAPs that would be moved to the Third Host as their primary host. For PSAPs that want host redundancy, there would be a flat fee of \$1,000.00 per primary workstation on the system. Thus, for Sedgwick County that has 24 primary seats, they would pay \$24,000.00 per year for host redundancy. This fee would cover the cost of the software license that allows them to make the change between their primary system and the host system. Software licensing is an annual renewal cost covering the PSAPs primary positions and backup center. Scott shared that the financial impact to the Council is \$360,000.00, the cost of the host itself and some additional cost for the backup center coverage. These costs for the Third Host fit into our NG911 business case. To date, only Riley County has expressed an interest and they are willing to pay the cost. Robert Cooper explored the possibility of setting up the Third Host system for more than 10 seats at a discount if someone were to do. Scott advised it could be done, but the Council would have to carry a larger portion of the annual licensing cost.

Chairman Heitschmidt inquired if Third Host redundancy is appropriate for all PSAPs in the state. Scott advised it is limited to the bigger PSAPs. Smaller PSAPs automatically reroute their calls using the ESInet to their partner PSAPs which is a viable option for them. For the larger PSAPs, however, although their calls can be rerouted, their call volumes are too high to send to another PSAP on top of their own call volume. It is just not a viable solution for an extended period. Chairman Heitschmidt then asked if it is physically impossible to include very PSAP. Scott responded in the affirmative due to the capacity of the system. The PSAPs would have to be built into the Third Host and if it was opened to every PSAP, we would have to add more than just one additional host to have the capacity for all the PSAPs.

Liz Phillips inquired where the Third Host will be located. Scott advised that the side-A of the Third Host would be in Wichita and the side-B in Topeka, co-located with the hosts that serve North and South now. Scott explained that with our current existing two hosts, if side-A fails, it automatically fails to side-B with no loss in service. If both sides were to fail, then the PSAP would be down, and your calls would be rerouted to your host partner, and they would take your 911 call traffic with no loss of service. However, with the Third Host redundancy (for the PSAP's who subscribe to the Third Host capability) they would be able to activate an application and switch to the Third Host to continue to take calls normally at their own call taking positions with no loss of calls or functionality. Chairman Heitschmidt inquired how long it would take to run the software to switch to the Third Host. Scott advised it would take about five minutes to make the change.

Scott asked the Council to agree to fund the Third Host system. No motion was made regarding Scott's request to add a Third Host.

**Event Task Force (ETF) Update.** Findings of the ETF were presented at the December 10, 2021, Council meeting. At that meeting, it was decided to reconvene the ETF and meet with Sedgwick County to review the findings. Three meetings were held with Sedgwick County to address issues with the draft ETF Report. At the request of Sedgwick County, a few edits were made to some of the wording in the Report. Subsequently, the final version of the Report was distributed to ETF members for any final edits. There were no final edits. Therefore, the ETF Report is considered complete. The fundamental recommendation of the ETF is that all parties, AT&T, Motorola, PSAP administration, and the Council

continue to be vigilant in enforcing policies and procedures. Moreover, the ETF recommended additional PSAP training regarding alternate route planning, plan exercise, and plan execution. If desired, Council Staff can assist PSAP administration in the development of continuity of operations planning and in communications plans for all system events.

Representative Carmichael asked Scott Ekberg to elaborate on the system incidents, March 27, 2022. Scott advised that there were two incidents of less than one minute duration on the South Host. Both incidents occurred outside our AVPN network. Circuits that were carrying both commercial traffic as well as 911 call traffic experienced a brief interruption as a common fiber repeater reset. The NG911 network had a brief reset causing the Sedgwick County PSAP alternate ESInet routing instructions to be invoked and three calls routed to their backup admin system, just as designed. During the second event, Sedgwick County had only one 911 call rerouted to their backup system. Those were the only rerouted 911 calls that occurred during these two reset cycles; 911 calls delivered to Sedgwick during these two anomalies with their alternate serving plan. The research on this event showed that the primary and backup fibers ran through a common fiber repeater. Thus, when the repeater reset, both circuits experienced a momentary loss of service which invoked the ESInet alternate 911 routing plan sending four calls to the Sedgwick Admin lines. Normal routing was restored immediately after the repeater shelf reset. Since this event, ATT has reconfigured the network logic to ensure there was no common repeater between the primary and backup circuit. Representative Carmichael was satisfied with the explanation and resolution. He does not recommend delaying the receipt of the ETF Report.

## **LCPA Report**

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## **Communication & Training Coordinator Report**

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## **Liaison Report**

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## **Operations Committee Report**

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## **Expenditure Review Committee**

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## Public Education & Technology Policy Committee Report

Becky Snook advised that her committee had their first meeting last week with great attendance. She also advised that Becky, Michele, and Josh will be going to the Maize High School on April 26, 2022, to present the award for the high school media contest that was held. No questions raised.

## GIS Committee Report

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## Federal Grant Report

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## Training Committee Report

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## Technical and Security Committee Report

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## Program Management Report

This report was provided to Council members for review prior to the meeting. No additional information was presented and no questions from the Council were raised.

## New Business

Patrick Fucik gave an update on Senate Bill 19, legislation for suicide and mental health crisis including ability to call 9-8-8. The legislature is currently adjourned and will return on April 25, 2022. The original Bill that was pending in the House for the last 2 years included a surcharge. There was an agreement prior to adjournment wherein they stepped away from a surcharge and are looking at using general revenue funds. That Bill provides for \$10 million in general state funds to be used to fund the 988 program. The Bill sets up a 988 Council like our 911 Council. Representative Carmichael added that the Chair of the House Energy, Utilities, and Telecommunications Committee, Blaine Finch, who is also the Speaker Pro Tem of the House, has done a lot of work to achieve bipartisan language. Senator Marci Francisco shared that she had been appointed to the conference committee when it was still considered a utilities bill. The Bill has been transferred to Public Health because the focus now is more on suicide prevention than the source of funding. Patrick added that 988 bills are pending in at least 20 states. Looking at the trend, every state he has seen has gone away from a surcharge at this time.

Next meeting set for Friday, June 10, 2022, as a web-conference. *[Subsequent to this meeting, April 15, 2022, the next regular Council Meeting is currently scheduled for August 26, 2022]*

## Adjournment

**Motion to adjourn** by Sheriff Briggs; seconded by Becky Snook. Roll call vote was held; all in favor.

**Motion carried.** The meeting adjourned at 10:20 a.m.

<b>Voting Members (14)</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>
<b>Troy Briggs</b> , Kansas Sheriff Association	X		
<b>Jac Brown</b> , Govt IT	X		
<b>Representative John Carmichael</b> , House	X		
<b>Robert Cooper</b> , Deaf Hard Hearing	X		
<b>Senator Marci Francisco</b> , Senate	X		
<b>Jerry Harrison</b> , KACP	X		
<b>Scott Hilbrink</b> , Fire Chief	X		
<b>Representative Kyle Hoffman</b> , House	X		
<b>Sherry Massey</b> , PSAPs under 75k	X		
<b>Josh Michaelis</b> , PSAPs under 75k	X		
<b>Becky Snook</b> , KS APCO	X		
<b>Brooks Wederski</b> , Govt IT	X		
<b>Ellen Wernicke</b> , PSAPs over 75k	X		
<b>Jonathan York</b> , Adjutant General's Office	X		
<b>VOTE: Approval of Policy On Statement of Substantial Interest</b> MOTION BY: Sheriff Troy Briggs SECONDED BY: Becky Snook PASSED: Unanimous vote. Motion carried.			

Submitted by:

Scott Ekberg  
NG911 Administrator

## Kansas 911 Coordinating Council Special Meeting Minutes, May 6, 2022 web conference

### Call To Order

The Kansas 911 Coordinating Council ("Council") special meeting was called to order at 10:11a.m. by Kansas NG911 Coordinating Council Administrator, Scott Ekberg. Scott reviewed the Kansas Open Meetings Act (KOMA) rules for the meeting, and the chat feature of this web conference was disabled.

### Roll Call

Roll call attendance was taken by Gayle Schwarzrock. There were 10 voting members, and four non-voting members present at the start of the meeting. Some Council members joined the meeting after roll call and some Council members had to leave the meeting early.

#### **Council Members in Attendance**

*Voting Members:* Troy Briggs, Representative John Carmichael, Robert Cooper, Senator Marci Francisco, Scott Hilbrink, Representative Kyle Hoffman, Sherry Massey, Josh Michaelis, Becky Snook, Ellen Wernicke.

*Non-Voting Members:* Jerry Daniels, Mike Daniels, Patrick Fucik, Ken Nelson

#### **Council Members Absent**

*Voting Members:* Senator Rick Billinger, Jac Brown, Jerry Harrison, Nick Robbins, Brooks Wederski, Jonathan York.

*Non-Voting Members:* Terry Clark, Robert McDonald, Elizabeth Phillips, Michael Ruffin, Sara Spinks, Mark Tucker.

#### **Also in Attendance**

Michele Abbott, Lori Criqui, Eileen Battles, Kathleen Becker, Scott Ekberg, Angela Murphy, Braden Perry, Gayle Schwarzrock, Randall White.

### Third Host

Scott Ekberg presented on implementing a Third Host onto the statewide system. Crawford County and Pittsburg Police Department (PD) are in the process of getting their Service Order Request (SOR) signed to come on to the NG911 system. Their Solacom system and service has had recent issues putting them in an emergent situation of wanting to come on to the statewide system.

Scott explained that currently there are 48 agencies on the North Host, and 55 agencies on the South Host. He shared that in Arkansas, AT&T is limiting their hosts to 40 PSAPs. Since they have larger PSAPs, limiting their hosts to 40 PSAPs is reasonable. Scott believes that limiting our Kansas Hosts to 50 PSAPs is prudent.

Currently the South Host has 55 PSAPs, which places that Host at maximum capacity. To keep our system fully resilient and functional, we need to decrease the South Host load to 50 PSAPs. Additionally, loading the South Host to 50 PSAPs allows sufficient capacity reserve should a PSAP on the South Host want to add additional workstation(s). Currently, to add an additional workstation, we must (a)