

**ND 9-1-1 Association Meeting
December 8 & 9, 2004
Meeting Minutes**

Wednesday, December 8, 2004

The training portion of the meeting was opened by Rebecca Ault, President. Introductions were made and a sign-in sheet was passed.

Emergency Resident/Business Notification -- Gary Kostelecky-Stark/Dunn 911

Stark/Dunn Counties have been looking into a reverse 911 notification systems. Gary in cooperation with a conference call with Greg Rowland, Senior Account Executive of City Watch/Avtex Inc. presented a demonstration on the system. Contact Information: Websites: www.citywatch.com or www.avtex.com address: Avtex Inc, 5775 West Old Shakopee Road, Suite 160, Bloomington MN 55437 phone numbers 800.323.3639 ext 3749 or 952.832.3749

Postal Addressing Standards – Jeff Hubert, Address Management, US Postal Service

Every postal stop is held in a database for the Dakota's and joins with the US directory and is sorted by City/State and address line. They work with the 911 coordinators to get addresses finalized. Publication 28 – Common Street Abbreviations, Address Standardization, and Business Word Abbreviations appendix were handed out FYI. Handouts were discussed and suggestions made as to preferred methods by the USPS. Address matching is the key to the USPS therefore 911 personnel should use the standardized guidelines for effectiveness of the USPS. The addresses need to meet the criteria yet be different from every other address. Address is to be the House address not the mailbox address. Contact Information: Julie or Laurie in Fargo at USPS.

Criminal Justice Information System Hub Update – Mark Hawks, CJIS Program Director

Tammy Schatz and Mark Hawks gave a presentation on the information system hub. This system is the future with file sharing and will make it capable for all agencies to work together and doesn't have the hassle of servers and is easy to use. Currently 10-12 counties are using this system. This system will cost per officer \$25/month. So far just Sheriff's offices and PD's at this point have been approached. Website is not available to the public since it is a secure system which can only be accessed through Tammy, contact her for more information.

Interpretative Service – Becky Ault, Pembina County 911

State Radio, Richland, Stutsman, Grand Forks have the capability of bringing in an interpreter for non-English speaking 911 callers. Language Line Services is an available interpreter. Website information for this service is www.LanguageLine.com phone number is 1-800-752-0093 ext. 920 and can switch you to the appropriate interpreter. Price schedules may be different. Stutsman County pays \$35 a year after an initial hook-up charge of around \$160. Questions were raised about a possible shared program to use between different counties. State Radio was using it and paying for the state at one time, Rick Hessinger didn't know if they still are though capable of that

but thought it was \$50/month and Jerry Bergquist said he pays by the call also after his initial \$35/year fee.

The meeting was adjourned until 8:30 a.m. on December 9, 2004.

Thursday, December 9, 2004

VOIP Issues – Jason Boutwell, Mitel Networks & Greg Fredrick, President, Vision Communications Consulting

Jason and Greg discussed technical challenges and realities of E-911 compliance w/ VOIP. The reality of making 911 calls over IP we are at phase 0 just like when cell phone service started. The questions of funding are unanswerable at this point. Legislation is taking the initiative to work on this but as of now the traditional funding can't fund us. However speculation is that the calls into PSAP's will be down since the numbers are not local numbers at this point, with call numbers down and funding down dispatch centers and 911 coordinators will have many concerns to address in the near future. Contact information jason_boutwell@mitel.com 701.306.1455 and gfredrick@vision-com.biz 701.277.3092.

ND 9-1-1 Association Business Meeting

Call to Order

The meeting was called to order by President Ault.

Review Previous Minutes

Janelle Pepple made the motion to waive the reading of the minutes and approve the minutes as emailed/mailed. Motion was seconded by Fred Debowey. Motion Carried.

Treasurer's Report

The treasurer's report was presented by Dana Scherr, as furnished by Carmen Reed. Dana King made a motion to approve as submitted, seconded by Gary Kostecky. Motion carried.

Old Business

GIS Mapping –Everyone should have received a forwarded message from Doug Friez via e-mail. President Ault read the e-mail to those in attendance. The general opinion is that the DEM has found other avenues of spending the funds at this time. Therefore the issue of statewide mapping has been abandoned. The association felt that the GIS committee (members include Becky Ault, Gary Kostecky, Lynn Arthaud, Jerry Bergquist, Rick Hessinger, Terry Volk, Bob Nutsch, Wes Hendrickson, Russ Lindblom, Carmen Reed) should be reinstated and become more active in this process.

New Business

Russ Lindblom gave an update on Phase I/Phase II in North Dakota. Russ is sure that the federal government will become involved with the VOIP, as well as NENA and APCO becoming involved in the process. Russ suggested that all PSAP's do some kind of protocol to handle any 911 calls coming in from VOIP. Phase I is 100% compliant. Phase II compliance 88% completed. North Dakota should be one of the first 10 states in the nation 100% compliancy for Phase I and Phase II.

When Russ will email a press release to all coordinators on the Wireless E-9-1-1 updates and they are asked to submit this to their local newspaper.

APCO – Janelle Pepple updated the group on behalf of Dora Dillon, APCO President. Board met last night and has received request to change the EMD cards and they will NOT be changed at this time since it would be too expensive. Janelle stressed that it is the PSAP's responsibility to contact their medical director to sign off on the cards and make notation on them. It is also the PSAP's responsibility to have the cards on hand for training. APCO will not conduct training for any other cards so agencies not using the APCO EMD cards will need to make other arrangements.

NENA – Dakota NENA President Mike Dannenfelzer said there will be an 8 hour class for the VOIP. Dates are April 26, 27, 28, 2005.

Becky again addressed the interpretive service and asked if it was available for all counties through State Radio Communications. Wes will look into it and will get back to Becky.

Rebecca Ault asked the nominating committee (Janelle Pepple, Jerry Bergquist, Terry Volk, and Gary Kostelecky) for appointments for 2005 officers. The nominating committee made a motion to nominate Al Morken for president, Phil Roquette for Vice President, Dana Scherr for Secretary/Treasurer. Fred Debowey moved to cease nominations and accept all positions as stated, seconded by Tammy Lapp. Motion carried.

Plaque of Appreciation-Al Morken: Al Morken presented Becky with an appreciation plaque for all the hard work during her term as president.

Al addressed the association with some points of interest he would like to see addressed this upcoming year. He wants to see the dispatchers and PSAP be recognized and give information to the public about that, another issue is the hiring process for dispatchers and being able to get the people qualified hired and the job is getting so technical. He would like to keep committees the same and anyone wishing to change their status should let Al know ASAP. The next Quarterly meeting will be held sometime during March, in Bismarck.

Jerry Berquist asked about the legislature meeting this upcoming year and if there were any bills that should be looked into. Mike Dannenfelzer mentioned a couple and Al had also heard of one about the mutual aid agreement bill which Terry Traynor was aware of and expanded on. It will not affect any bills in place at this time or in the future.

Roundtable discussion was held. Jerry Berquist brought up the signing issue about 69th Avenue/Street and it was discussed that this is a statewide issue. No one has a solution for this problem.

Ramsey County will be having a going away open house for Del Johnston on December 23, from 2-4 PM.

Next meeting date/time will be announced at a later date – location will be in Bismarck.

Motion to adjourn was made by Janelle Pepple and seconded by Fred Debowey. Motion carried.

Respectfully submitted,

Dana Scherr/Secretary-Treasurer