

**ND 9-1-1 Association Meeting**  
**March 15-16, 2005**  
**Meeting Minutes**

**Tuesday, March 15, 2005**

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

**Public Safety Radio Communications Plan Update – Rick Hessinger**

Rick Hessinger discussed the migration from analog to digital communications that began 10 years ago. The projection is to be finished in June 2006 from the start date of December 2004 but the actual time frame is between 18-24 months. (website pending for updates) Informational meetings are set to begin in April 2005 as well as informational bulletins posted on a regular basis. Any questions contact Rick or State Radio Communications.

**Legislative Update – Jerry Bergquist**

Jerry presented the bills that are a concern to the association. HB 1207—failed—this bill related to the reduction of 9-1-1 fees from \$1.00 to 75 cents. HB 1257—failed—this bill related to charging a 9-1-1 fee on prepaid wireless telephone services such as Tracfone. HB 1015—in progress—this bill allows the Adjutant General to appoint the State Radio representative for the Public Safety Answering Points Committee, instead of the Office of Management and Budget. HB 1219—passed—this bill relates to the use of unpublished names and telephone numbers for automated emergency notifications. A copy of the final version of the bill was distributed. SD 2231—failed—this bill is the appropriations bill for the ND Division of Emergency Management. Amendments were added to this bill in the House that consists of sections 5 through 8. Of greatest concern is section 5 and 8. Section 5 requires a performance audit of 9-1-1 services. It's believed that this section will be rewritten to encompass all services offered by the combined NDEM/State Radio organization, and not just 9-1-1 services. Section 8 states that NDEM will require political subdivisions to spend a portion of federal homeland security funding on the costs associated with the migration of state radio communications from analog to digital. The ND 9-1-1 Legislative Committee has recommended that Section 8 should be deleted from this bill. The bill is a MUST watch at this time.

**2-1-1 Memorandum of Understanding – Mike Dannenfelzer**

Mike discussed the memorandum of understanding between the call center and the 2-1-1 system and likewise with the routing from 9-1-1 to 2-1-1 systems. He had a draft of the memorandum and asked the association to look through and let him know if there are any suggestions.

**Policy on answering 9-1-1 cell calls**

Discussion was held on the procedure of handling a 9-1-1 from a cell user. NENA website has a manual (Guidelines for Minimum Response to Wireless 9-1-1 Calls) accessible and can be obtained on there. The feeling was that there should be a statewide decision on this process and that maybe a committee should be created to work on this. The issue will be discussed further at the business meeting on the 16<sup>th</sup> of March.

### **APCO Conference in Dickinson—Gary Kostelecky**

Gary informed the association of the conference being held in Dickinson in April 2005. Training will be very informative so please consider attending.

### **Paul Hendrickson—**

Paul mentioned the situation with the ND Division of Emergency Management and how the various organizations in the state need to have a better working relationship with NDEM, which now includes State Radio. He hoped that the media would not get involved and that there would be other ways to resolve issues regarding Homeland Security funding, working relationships with NDEM and the future of State Radio. Paul stated that a meeting may be scheduled and these organizations (Sheriff's and Deputies, Police Chief's, Emergency Management, 9-1-1, Firefighters and EMS) will be asked to come together and discuss the issues.

The meeting was adjourned until 8:30 a.m. on March 16, 2005 by Gary Kostelecky and seconded by Carmen Reed.

### **Wednesday, March 16, 2004**

The training meeting was reconvened by Vice President Roquette at 8:30 a. m. on March 16, 2005.

### **Critical Incident Stress Debriefing (CISD) with Dispatchers—Chaplain Dan Sweeney**

Chaplain Sweeney discussed the dispatcher's point of view on the situations that they handle not only during the calls but also when they are finished with the situation but the questions and stress that they encounter before, during, and after the incident. The debriefing and defusing of dispatcher's are very beneficial to the "first aid" of a dispatcher and will benefit the dispatcher, center, and the public in a positive matter. Contact Chaplain Dan Sweeney if you would like to have any training or need an incident debriefed or defused. His contact information will be posted on the Association website at the end of the slide presentation he presented.

### **ND 9-1-1 Association Business Meeting**

#### **Call to Order**

The meeting was called to order by Vice President Roquette.

#### **Review Previous Minutes**

Dana King made the motion to waive the reading of the minutes and approve the minutes as emailed/mailed. Motion was seconded by Gary Kostelecky. Motion Carried.

#### **Treasurer's Report**

The treasurer's report was presented by Dana Scherr. Tammi Lapp-Harris made a motion to approve as submitted, seconded by Renae Johnson. Motion carried.

#### **Old Business**

There is no new old business to discuss at this time.

### **New Business**

Russ Lindblom, 911 Wireless Project Manager, reported that Phase I is 100% complete. As of March 16, 2005 according to the NENA website, North Dakota is the 8<sup>th</sup> state in the nation to be complete for Phase I. Phase II is four counties short of being complete (Barnes, Ward, Bottineau, Renville). Requests have been made to the cell companies at this point so there will be not be as long waiting time. Of the 485 cell sites, 140 are analog, 287 are digital and 58 are GSM. On the NENA website, as of today March 16<sup>th</sup>, 2005, 6 states have phase II completely installed and hopefully ND will be 7 in that completion. The non reoccurring charges that are paid by NDACo are \$795,261.43 recurring \$1,349,983.52 total being \$2,145,244.95. Approximately \$108,000+ for monthly reoccurring charges but every time a cell tower is turned on the price does change. VOIP situation has not changed at this point but is being watched and worked on by APCO and NENA.

The APCO conference will be held in Dickinson in April.

Tammi Lapp-Harris made a motion to send a plant to Allan Morken on behalf of the association for approximately \$30 this motion was seconded by Russ Lindblom. Motion carried.

Gary Kostelecky has a reverse 911 system (City Watch) up and running in Stark and Dunn counties. This system can be used by calls, fax, or email. This doesn't affect the statewide project that is on going and hopefully it will enhance the future system.

Jerry Bergquist brought up the suggestion that a committee be created to develop a statewide guideline for the answering of 9-1-1 hang up calls from cell phones. Dana King felt that the Sheriff's Association should be contacted for this procedure or that each coordinator should approach their sheriff or law enforcement officers and discuss this situation. The feeling was that each area will have a different approach and need different guidelines for their area but maybe the association should recommend the use of the NENA guideline and then each jurisdiction or PSAP should use that and/or expand on it. Jerry agreed to put an e-mail together that would contain a link to the NENA document, along with a summary of this discussion, so that it could be distributed to all Association members and utilized at their own discretion.

HB1016 was brought up to see what can be done. But there could be new amendments to it at this time and the Legislative Committee will watch this bill and if anything needs to be followed up on they will contact the Association.

Roundtable discussion was held.

Jerry B. has been remodeling and expanding his center and they hope to be done at the end of this month.

Kathy C. hopes to have the reverse system for their center in place soon. They are in the decision phase yet and are looking at the Code Red system at this point.

Dana K. had a question on common sense directions for his county. He does not have rural signing and is thinking of starting from a major state highway and going from there. The suggestion was made to start at a point where the responder would be starting from or from a starting point at a highway junction.

Next meeting date/time will be in June with the date to be determined and the location will be in Bismarck.

Motion to adjourn was made by Russ L. and seconded by Jerry B. Motion carried.

Respectfully submitted,

**Dana Scherr/Secretary-Treasurer**