



**911 Coordinating Council
Walter Way, Chair**

January 26, 2015

Chairman Joe Seiwert
House Committee on Utilities and Telecommunications
Room 582-N, Capitol
Topeka, Kansas 66612

Dear Chairman Seiwert:

I am pleased to submit the 911 Coordinating Council's annual report required under K.S.A. 12-5364(p). The report includes information on the Council's activities in calendar year 2014 and financial information upon all 911 fees that were received, distributed, and expended by the Council during 2013 and through September 2014.

The Council updated its Next Generation 911 (NG911) Strategic Plan to guide the transition of all Kansas Public Safety Answering Points (PSAPs) to the digital 911 technologies that will enable citizens to more effectively communicate with PSAPs in emergencies. The Council issued a number of Request For Proposals during 2014. Those were to select vendors to build standards based Geographical Information Systems (GIS) databases for all 117 Kansas Public Safety Answering Points (PSAPs); to obtain statewide aerial imagery that may be used by any state and local government at no charge; and to obtain a statewide NG911 network that includes data centers, call handling equipment for PSAPs, network and security monitoring services, and equipment maintenance services. Contracts were awarded for the GIS and Aerial Imagery services, and a contract is pending for the NG911 network services.

Should you desire more information from the Council or a presentation to your committee upon the 911 Coordinating Council's activities, I would be happy to accommodate your requests.

Sincerely,

Walter Way, Chair
911 Coordinating Council



911 Coordinating Council
Walter Way, Chair

ANNUAL REPORT TO THE SENATE UTILITIES COMMITTEE AND THE
HOUSE UTILITIES AND TELECOMMUNICATIONS COMMITTEE

January 23, 2015

Chairman Robert Olson, Chairman Joe Seiwert, and Members of the Committees:

Thank you for this opportunity to provide the Committee with an update on the implementation of the *911 ACT* and of the activities of the 911 Coordinating Council during 2014.

Background

The Kansas *911 ACT* was signed by Governor Brownback on May 18, 2011, was amended with several clean-up provisions in SB384 in the 2012 legislative session, and was further amended in SB284 during the 2014 legislative session. The Act replaced a number of old statutes enacted between 1980 through 2006 for the provision of 911 services by legacy analog telephone providers, wireless carriers and VoIP digital service providers. The *911 ACT* represented a significant advance in the statutory and funding framework necessary to transition the 117 Kansas Public Safety Answering Points (PSAPs) from the current 1970's technologies to the emerging digital, Next Generation 911 (NG911) systems that will be implemented throughout the United States in the next five to ten years.

Key legislative goals shared by local jurisdictions and the telecommunications providers in working together upon the *911 ACT* included: (1) Provision of a stable and sufficient 911 funding stream for Kansas PSAPs; (2) Creation of an equitable and consistent 911 fee for each type of telephone service capable of calling 911; (3) Continuance of a 911 grant fund, and (4) Establishment of a coordinating body to monitor the delivery of 911 service in the state as well as to develop strategies for the transition of Kansas PSAPs to providing NG911 services in their communities.

The *911 ACT* of 2011 established a 911 Fee of \$.53 per month, per communications device capable of calling 911, and a prepaid wireless 911 fee of 1.06% per retail transaction. The Act also contained a provision to ensure that each county jurisdiction received a minimum of \$50,000 in 911 revenue per year, or \$12,500 per calendar quarter. During 2012, 53 local Kansas jurisdictions received additional 911 revenues at the end of each quarter to ensure they received the minimum of \$50,000. This trend continued in 2013 with a total of 54 jurisdictions receiving the minimum payments. To date in 2014, 55 jurisdictions have received these

minimum payments. That additional funding comes from 911 funds collected in larger population counties which receive between 82% and 97% of the 911 Fees collected in their jurisdictions. The larger population counties agreed to that provision in order to help provide for an equitable level of 911 service by all PSAPs in Kansas.

The Legislative Research Department had estimated in 2011 that the new 911 Fees would raise approximately \$19,909,000 in 2012 and that the Prepaid Wireless 911 fees would generate about \$1,431,000, for a total of \$21,340,000 in 911 revenues. Those revenue projections for 911 Fees proved to be high. Total 911 Fees collected in 2012 amounted to \$19,414,840.75, while prepaid revenues were \$1,055,132.05, for a total of \$20,469,972.80. The projected revenues exceeded actual revenues by \$870,027.20. 2013 revenues totaled \$19,416,238 in 911 fees and \$1,156,979 in prepaid wireless fees, for total revenue of \$20,573,217. Trends in 2014 revenue indicate a slight decline in 911 fees and a slight increase in prepaid revenues. Actual revenues are comparable to the 911 fees received in 2009 and were not intended to, and do not, cover all PSAP operating expenses. (Financial reports of the Local Collection Point Administrator (LCPA) for 2013 are attached as Appendix A, while financial reports of the LCPA through the end of the third quarter of 2014 are attached as Appendix B.)

The *911 ACT* created a 911 Coordinating Council comprised of 26 members. SB 284 increased the number of voting members to seventeen and decreased non-voting members to nine. Twenty-two members are appointed by the Governor and four legislators are appointed by their leadership. The Council has broad statutory responsibilities that include monitoring the delivery of 911 services, developing strategies for future enhancements to the 911 system, distribution of 911 grant funds, adoption of Administrative Regulations, selection of the LCPA and providing guidance to PSAPs.

2014 Activities

In 2014, the Council had ongoing projects from 2012 and 2013. Numerous new projects were initiated in 2014, as well. Highlights of Council activities are listed below:

Council Meetings (October 2013 – December 2014)

The Council met regularly either in person or via teleconference during this time frame, having five in-person meetings and five web conference meetings. In addition, six regional meetings with PSAP administrators were held throughout the State to provide outreach to these PSAP administrators on progress of the Council towards statewide Next Generation 911. The Operations, Administration and Technical sub-committees met in conjunction with the in-person meetings of the full council and also had numerous individual meetings throughout this time frame.

The majority of the in-person meetings were held in Topeka. The meeting held in October of 2013 was held in conjunction with the Kansas Chapter of the Association of Public Safety Communications Officials (KS-APCO) bi-annual training conferences in Topeka. The October 14, 2014 meeting will be held in conjunction with this same conference in Wichita. This is done to provide PSAP personnel and administrators easy access to the Council and its decision

making process. Minutes from these meetings may be accessed at <http://www.kansas911.org/105/Meeting-Minutes>.

NG911 Strategic Plan Update (October 2013 – January 2014)

The information gleaned from the pilot project undertaken in 2010, was utilized to create a NG911 Strategic Plan. Work on this plan began in October 2012 and the plan was adopted by the Coordinating Council in April of 2013. The plan provides strategic direction for migration to an evolved, fully-functional Next Generation 911 system. The Strategic plan covers governance, technology, policy, procedures, migration, transition, and financial aspects of developing this system. Working with its consultant, Mission Critical Partners, the Council published the updated plan in January 2014. The plan is a living document and will continue to be updated as information, standards development, and progress forward dictates. The plan is available on the website at <http://kansas911.org/DocumentCenter/View/142>.

Work Plan and Budget (December 6, 2013)

The Council approved a 2014 Work Plan and budget at its regular meeting on December 6, 2013. The Work Plan included performance of the Council's statutory duties, continuing and broadening outreach to stakeholders, update of the strategic plan, development of recommended minimum training standards, and initiating procurement of network infrastructure and call handling equipment. A full copy of the 2014 Work Plan is attached as Appendix C. The Council also approved a 2014 Budget at this meeting. Total budget authority for 2014 was set at \$306,970. A copy of the 2014 Budget is attached as Appendix D.

911 Fee Expenditures (January – July 2014)

A PSAP expenditure report form was created and disseminated to the PSAPs. A deadline of March 1, 2014 was set for the completed report to be submitted to the LCPA. The Council was able to obtain the completed report from all 117 of the PSAPs within the state with minimal follow-up required. The expenditure reports were reviewed and any questionable expenditures were followed up for additional information. Expenditures statewide totaled \$14,709,181.67. Of this amount, expenditures totaling \$109,194.72 (0.74%) were found to be unallowable and were refunded to the 911 Fee funds in the offending counties. Figure 1 depicts the areas in which 911 Fee funds were expended by the PSAPs.

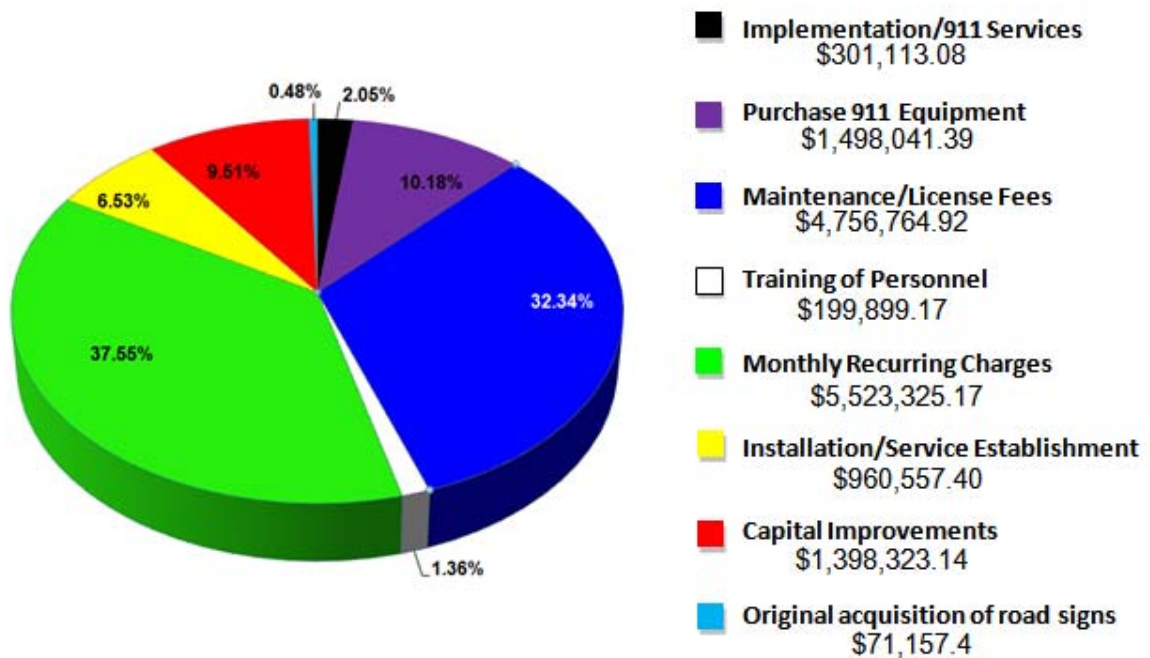


Figure 1

In 2013, the LCPA disbursed a total of \$18,207,870.90 in 911 Fee revenue to local PSAPs. Of this amount, a total of \$3,498,689.23 or 19.22% was unexpended, leaving this amount available for future upgrades to the 911 system. The Council has focused heavily on the importance of capital planning and saving for future upgrades as a part of its outreach efforts to the PSAPs. As would be expected, the larger PSAP jurisdictions, which receive larger amounts of the 911 Fee revenue, are more able to realize savings of these funds. The two largest PSAP jurisdictions (Sedgwick and Johnson Counties and the cities within) account for 55.93% of the total unexpended revenue in 2013, while the remaining 106 PSAPs retain 44.07% of this unexpended revenue.

State Grants (January – December 2014)

The 911 Coordinating Council is responsible for awarding 911 State Grant Funds which are restricted by statute for:

- Implementation of NG911 services;
- PSAP consolidation and cost-sharing projects;
- Council operating expenses, and;
- Other authorized uses of 911 funds

It is the Council’s understanding that the legislative intent was to use grant funds to build the common network infrastructure and common GIS database that would serve regions of the state if not the whole state. Due to the nature of NG911, it operates most efficiently and cost-effectively if it is a shared system used by a large number of PSAPs.

The Council is pursuing a strategic approach to implementation of NG911 services throughout Kansas, and in a manner that allows for significant use of state data networks such as KANWIN and KCJIS, as well as for shared infrastructure and GIS databases. Such a common NG911 network infrastructure can also allow for PSAPs to share expensive back-room 911 equipment, Computer Aided Dispatch (CAD) systems and serve as back-ups to each other as agreed upon by local leadership.

To encourage a strategic approach for a NG911 transition, the Council adopted a “911 State Grant Fund Award Philosophy and Criteria” policy which contains policies and criteria for awarding 911 grant funds and identifies 2014 priorities for use of grant funds. Those priorities include: 1) Design, implementation, operation and ongoing maintenance of the statewide ESInet, including required consulting and program management services, and any agreed upon operating costs by selected providers; and 2) Conduct of statewide GIS Gap analysis, GIS database remediation work by contracted vendors, and Audit of GIS database remediation work. Included are agreed upon costs to operate a state level GIS database. Due to the importance of developing a statewide GIS database that meets national standards, the Council has determined that it should fund with 911 State Grant Funds the work to be performed statewide by contractors awarded contracts at the December 6, 2013 business meeting.

In 2013, the Council funded five grant projects. Three of these projects were multi-county planning projects for GIS or NG-911 migration. The remaining two projects were individual county grants for GIS strategic planning and NG-911 migration planning. These projects are further outlined below in Table 1.

Agency(ies) Involved	Description of Project	Total Grant Budget	Total Grant Expenditures
Cowley County	NG-911 migration and implementation strategic planning project.	\$113,882.00	\$55,522.36
6 County NC Region (Smith, Phillips, Rooks, Osborne, Graham & Russell Counties)	Regional GIS strategic plan development for individual counties and the six county region.	\$25,728.00	\$24,059.19
Flint Hills 6 County Region (Grant, Chase, Coffey, Lyon, Morris Greenwood, & Woodson Counties)	Regional NG-911 migration and implementation strategic planning project.	\$72,512.00	\$72,512.00
19 County SC Region (Barber, Barton, Rice, McPherson, Marion, Pawnee, Stafford, Reno, Harvey, Pratt, Edwards, Kiowa, Kingman, Sedgwick, Butler, Cowley, Sumner, Harper, & Comanche Counties & Cities of Augusta & Andover)	Regional GIS strategic plan development for individual counties and the nineteen county region.	\$81,565.00	\$81,565.00
Sherman County	GIS strategic plan development	\$9,311.00	\$9,310.50

Table 1

Since future 911 grant fund revenues are expected to be approximately \$2 million annually, the Council has taken a stewardship position of focusing existing and future 911 grant funds on what best serves a majority of PSAPs in their transition toward NG911 service.

Professional Services Request for Proposal (RFP) (April 2013 – December 2014)

The pilot project report identified specific building blocks necessary to transition Kansas PSAPs to a NG911 system. Those building blocks include: 1) Creation of a shared GIS databases that meet national NG911 standards for all counties; 2) Develop an ESInet that transports all 911 calls and associated data, images and video from the caller to the PSAP as well as to the emergency responders; 3) Upgrade the 911 equipment in PSAPs to receive NG911 calls and associated information, and 4) Obtaining the services of a NG911 service provider that can manage the applications and functions within the ESInet.

The following projects have been implemented in support of these building blocks:

Consulting Services Contract

In April 2013, the Council contracted for professional services to assist in the preparation of an RFP to address these building blocks. An RFP for consulting services was issued on July 26, 2013 and closed on September 5, 2013. Mission Critical Partners was awarded the contract and work on the many projects within the scope of the RFP was initiated on November 15, 2013. This work continued throughout 2014 and will continue through 2015.

GIS Enhancement Project

Building on efforts initiated in 2012, the Council implemented a GIS Data Enhancement project in November, 2013. This three phased project is designed to create and maintain an accurate and current, statewide, GIS database. The project is being funded with 911 State Grant Funds.

An RFP was issued on August 23, 2013 and closed on October 9, 2013. The RFP identified three separate phases within the scope of the RFP. The first phase was a gap analysis of existing GIS data from all 117 PSAP jurisdictions within the State. The gap analysis provides a comprehensive analysis of GIS data integration issues, field standardization and data completeness [pertaining to telephone number (TN) listings and Master Street Address Guide (MSAG) data] for the development of a statewide GIS database, accessible to any and all of the PSAPs. The second phase is remediation of the gaps identified by the gap analysis, and the third is a quality assurance audit of the work performed in the remediation project.

As a part of the GIS Enhancement Project, the Kansas NG9-1-1 Data Model was created by the GIS Committee. This document establishes standards for GIS data to ensure that every jurisdiction's GIS data is uniform. The document has received much acclaim and is being referenced at a national level as a model document. The full document is available at <http://www.kansas911.org/DocumentCenter/View/334>.

The remediation phase of the project allows PSAP jurisdictions to either remediate the GIS data themselves, contract a vendor of their choosing, or to utilize one of five vendors contracted by the Coordinating Council to perform the remediation work. If a PSAP jurisdiction elects to utilize one of the Council's contract vendors the cost of the remediation work is covered with State Grant Fund monies.

The gap analysis project was completed on September 22, 2014. Remediation work is underway statewide and as of January 7, 2015, twenty-seven (27) PSAP jurisdictions have successfully passed the quality assurance audit. Completion of the remaining remediation work and quality assurance audits is anticipated by June 30, 2015.

As a part of the project outreach meetings were held in each of the six regions of the state to inform PSAP and GIS personnel of the project. Additionally, GIS Maintenance Training workshops have been held in five of the six regions. These workshops have been attended by 90 individuals representing 61 PSAP jurisdictions. Workshops are scheduled for Topeka and Iola in early 2015.

Total cost of the RFP projects, which are needed statewide to bring GIS databases into compliance with National Emergency Number Association (NENA) standards, is estimated at \$3,000,000. It is important to note that the GIS data obtained from these project can be utilized for other state and local uses such as land records, zoning and planning, and computer aided dispatch maps.

Statewide Aerial Imagery Project

In support of the GIS Enhancement Project and ongoing PSAP operations, the Council elected to contract for statewide aerial imagery. Throughout the existence of the Kansas Wireless Advisory Board, a total of 42 imagery projects were grant funded at the individual PSAP level. The typical cost of these individual projects was \$50,000.

The Council, recognizing the need for good quality imagery, began to investigate the economies of scale that could be realized by obtaining this imagery on a statewide basis. The GIS Sub-Committee created specifications for an RFP that was issued on March 31, 2014. After evaluating the proposals received in response, the GIS Committee recommended that Surdex be awarded the contract. This recommendation was approved by the Council and statewide, ortho-rectified, twelve inch aerial imagery was acquired. The imagery was acquired on a three year contract as a licensed product. The imagery is available to all levels of Kansas government and to third parties performing work for a governmental entity as a web service and in raw form in both Mr. SID and GeoTiff formats. The imagery will be refreshed on a three year basis and should the Council elect to renew the contract the available imagery will be current. The total cost of the three year contract is \$1,779,941.00.

The Council is investigating cost sharing partnerships for sustainment of this project. The GIS Committee is working on development of a buy up program that will enable individual governmental entities to purchase higher resolution imagery from Surdex while maintaining economies of scale.

Network Infrastructure and Call Handling Project

The Technical Committee of the Council began work on developing an RFP for network infrastructure and call handling equipment in November, 2013. As a part of this effort, an interoperability/design trade study was completed. The trade study identified three models of network architecture and call handling solutions. The Committee evaluated each of the three models and determined strengths and weaknesses of each model. The guiding principle in

evaluating the models was selecting the model that provided the best possible service while maintaining a reasonable cost to benefit ratio.

The infrastructure model that was ultimately selected was a hybrid design combining regional network rings interconnected to a statewide network backbone ring. This design was seen as the most cost effective and provides good redundancy and resiliency in the design.

The call handling model that was selected was a single statewide solution that provides hosted call handling equipment. With this model a single manufacturer of call handling equipment will be selected and this equipment will be utilized to provide call handling capabilities to all PSAPs within the state utilizing three instances of the backroom call handling equipment. This should result in large economy of scale savings.

The RFP for network infrastructure, statewide hosted call handling, network monitoring and maintenance, and data centers was issued on June 6, 2014 and closed on August 6, 2014. An Advisory Committee of sixteen subject matter experts and the Procurement Negotiating Committee reviewed the proposals submitted and recommended that the contract be awarded to one of the six bidders. The Council accepted this recommendation and contract negotiations are currently underway. Work on the project is anticipated to begin on February 3, 2015.

Governance Plan, Policy and Procedure

Recognizing that implementing a statewide network and call handling solution would require a solid governance structure, the Council created a Governance Committee in March of 2014. The Committee is tasked with creating a governance plan and supporting policies and procedures for governance of administrative, technical and operational aspects of the NG-911 system. A draft of the governance plan was presented to the Council on December 5, 2014 and supporting policies and procedures are being drafted. It is anticipated that the governance plan and its supporting policies and procedures will be ready for implementation by November 2015.

Minimum Training Standards

The Council has created a Training Committee to create recommended training standards for PSAPs and the NG-911 system. The Committee, with the assistance of the Technical and GIS Committees, is tasked with providing recommendations for minimum training standards for PSAP personnel, GIS technicians, IT Technicians and any others identified through the project. Additionally, the Committee will create a training plan that addresses methods of delivery of training and requirements for tracking and documenting compliance with training requirements. The training plan and the supporting standards, policies and procedures will be incorporated into the Governance Plan.

LCPA Contract Extension (May 2014)

At its May 17, 2013 regular meeting, the Council voted to extend the contract with the Kansas Association of Counties as the LCPA, pursuant to K.S.A. 12-5364. This action extended the services of the LCPA through January 1, 2015. With the passage of SB 284 during the 2014 legislative session, the Council was authorized to extend the contract of the LCPA by affirmative vote of nine voting members of the Council. A proposal for extending the LCPA contract for two additional years (2015, 2016) was presented to the Council at the May 9, 2014 Council meeting. The proposal was accepted by affirmative vote of nine voting members of the Council. This

decision was affirmed at the October 14, 2014 regular meeting of the Council. This action extends the contract with the LCPA through January 1, 2017.

Planned activities for 2015 (January – December 2015)

The Council has adopted a work plan and budget for 2015. These documents are attached as Appendix F and Appendix G respectively. Please see these documents for details.

Thank you for the opportunity to update the committee on the activities of the 911 Coordinating Council.

APPENDIX A

911 Coordinating Council Statement of Financial Position

As of December 31, 2013

12/31/13 - Accrual Basis

ASSETS

Current Assets	
Checking/Savings	
911 State Fund	2,737,893.38
Grant Fund	15,541,984.25
Total Checking/Savings	18,279,877.63
Accounts Receivable	
Accounts Receivable	1,740,944.56
Total Accounts Receivable	1,740,944.56
Total Current Assets	20,045,106.99
TOTAL ASSETS	20,045,106.99

LIABILITIES & EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,170,805.94
Total Accounts Payable	3,170,805.94
Total Current Liabilities	3,170,805.94
Total Liabilities	3,170,805.94
Equity	
LKM	193,491.79
Opening Balance Equity	12,510,221.32
Retained Earnings	2,024,804.11
Net Income	2,145,783.83
Total Equity	16,874,301.05
TOTAL LIABILITIES & EQUITY	20,045,106.99

APPENDIX A
911 Coordinating Council
Statement of Activity for 911 Fund
January through December 2013

12/31/2013 - Accrual Basis

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Ordinary Income/Expense						
Income						
Income	1,596,074.33	1,710,789.12	1,637,323.17	1,607,721.08	1,618,249.53	1,546,420.75
Interest Income	124.69	116.49	133.09	81.42	74.24	77.88
Total Income	1,596,199.02	1,710,905.61	1,637,456.26	1,607,802.50	1,618,323.77	1,546,498.63
Gross Profit	1,596,199.02	1,710,905.61	1,637,456.26	1,621,772.94	1,618,323.77	1,546,498.63
Expense						
PSAP Min. Quarterly Payments	0.00	0.00	299,566.60	0.00	0.00	308,484.38
PSAP Payments	1,402,521.47	1,495,113.76	1,434,809.45	1,410,630.43	1,421,406.43	1,356,593.59
Total Expense	1,402,521.47	1,495,113.76	1,734,376.05	1,410,630.43	1,421,406.43	1,665,077.97
Net Ordinary Income	193,677.55	215,791.85	-96,919.79	197,172.07	196,917.34	-118,579.34
Net Income	193,677.55	215,791.85	-96,919.79	197,172.07	196,917.34	-118,579.34

APPENDIX A
911 Coordinating Council
Statement of Activity for 911 Fund
January through December 2013

12/31/2013 - Accrual Basis

	<u>Jul-13</u>	<u>Aug-13</u>	<u>Sep-13</u>	<u>Oct-13</u>	<u>Nov-13</u>	<u>Dec-13</u>	<u>TOTAL</u>
Ordinary Income/Expense							
Income							
Income	1,610,499.87	1,636,553.61	1,623,306.79	1,634,610.10	1,594,794.38	1,403,006.46	19,219,349.19
Interest Income	83.05	88.69	86.93	0.00	196.98	107.03	1,170.49
Total Income	<u>1,610,582.92</u>	<u>1,636,642.30</u>	<u>1,623,393.72</u>	<u>1,634,610.10</u>	<u>1,594,991.36</u>	<u>1,403,113.49</u>	<u>19,220,519.68</u>
Gross Profit	<u>1,610,582.92</u>	<u>1,636,642.30</u>	<u>1,623,393.72</u>	<u>1,634,610.10</u>	<u>1,594,991.36</u>	<u>1,403,113.49</u>	<u>19,220,519.68</u>
Expense							
PSAP Min. Quarterly Payments	0.00	0.00	278,388.76	0.00	0.00	293,308.89	1,179,748.63
PSAP Payments	<u>1,415,645.40</u>	<u>1,441,194.20</u>	<u>1,429,786.04</u>	<u>1,435,921.72</u>	<u>1,401,516.18</u>	<u>1,426,148.31</u>	<u>17,071,286.98</u>
Total Expense	<u>1,415,645.40</u>	<u>1,441,194.20</u>	<u>1,708,174.80</u>	<u>1,435,921.72</u>	<u>1,401,516.18</u>	<u>1,719,457.20</u>	<u>18,251,035.61</u>
Net Ordinary Income	<u>194,937.52</u>	<u>195,448.10</u>	<u>-84,781.08</u>	<u>198,688.38</u>	<u>193,475.18</u>	<u>-316,343.71</u>	<u>969,484.07</u>
Net Income	<u><u>194,937.52</u></u>	<u><u>195,448.10</u></u>	<u><u>-84,781.08</u></u>	<u><u>198,688.38</u></u>	<u><u>193,475.18</u></u>	<u><u>-316,343.71</u></u>	<u><u>969,484.07</u></u>

APPENDIX A
911 Coordinating Council
Statement of Activity for Grant Fund
January through December 2013

12/31/2013 - Accrual Basis

	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
Ordinary Income/Expense						
Income						
Prepay Fee Income	103,798.61	100,892.63	103,543.96	110,661.50	82,471.25	115,253.85
Interest Income	484.62	461.70	514.22	548.17	574.38	557.59
Total Income	<u>104,283.23</u>	<u>101,354.33</u>	<u>104,058.18</u>	<u>111,209.67</u>	<u>83,045.63</u>	<u>115,811.44</u>
Gross Profit	104,283.23	101,354.33	104,058.18	111,209.67	83,045.63	115,811.44
Expense						
Dues	0.00	105.00	0.00	0.00	0.00	0.00
Interpretation Services	0.00	451.00	0.00	0.00	0.00	0.00
Kansas Register fees	0.00	14.00	0.00	21.00	14.00	14.00
Office Supplies	0.00	0.00	0.00	0.00	0.00	5.99
Professional Fees – LCPA Audit	0.00	0.00	0.00	0.00	0.00	0.00
Professional svcs - Contracts						
Liaison Equip/Expenses/Office	0.00	0.00	0.00	0.00	0.00	0.00
Planning, technical svcs	0.00	0.00	0.00	0.00	4,275.00	0.00
PSAP Liaison	0.00	0.00	0.00	0.00	33,777.00	0.00
Total Professional svcs - Contracts	0.00	0.00	0.00	0.00	38,052.00	0.00
Professional svcs - LCPA	9,209.13	9209.13	9209.13	9209.13	9209.13	9209.13
Reimbursement						
Legislative pay	0.00	0.00	0.00	813.90	0.00	0.00
Meals & Travel (APCO)	0.00	0.00	0.00	225.00	0.00	0.00
Meals & Travel (Council/Comm)	215.60	666.60	1028.88	673.75	1,348.10	0.00
Meals & Travel (NENA Conf)	0.00	0.00	0.00	1,458.00	0.00	3,590.89
Total Reimbursement	<u>215.60</u>	<u>666.60</u>	<u>1028.88</u>	<u>3,170.65</u>	<u>1,348.10</u>	<u>3,590.89</u>
Total Expense	<u>9,424.73</u>	<u>10,445.73</u>	<u>10,238.01</u>	<u>12,400.78</u>	<u>48,623.23</u>	<u>12,820.01</u>
Net Ordinary Income	94,858.50	90,908.6	93,820.17	98,808.89	34,422.40	102,991.43
Other Income/Expense						
Other Expense						
Mission Critical Contract	9,344.16	9,344.16	0.00	7,119.36	18,688.32	0.00
Total Other Expense	<u>9,344.16</u>	<u>9,344.16</u>	<u>0.00</u>	<u>7,119.36</u>	<u>18,688.32</u>	<u>0.00</u>
Net Other Income	<u>-9,344.16</u>	<u>-9,344.16</u>	<u>0.00</u>	<u>-7,119.36</u>	<u>18,688.32</u>	<u>0.00</u>
Net Income	<u><u>85,514.34</u></u>	<u><u>81,564.44</u></u>	<u><u>93,820.17</u></u>	<u><u>91,689.53</u></u>	<u><u>15,734.08</u></u>	<u><u>102,991.43</u></u>

APPENDIX A

911 Coordinating Council Statement of Activity for Grant Fund January through December 2012

12/31/2013 - Accrual Basis

	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	TOTAL
Ordinary Income/Expense							
Income							
Prepay Fee Income	106,353.12	107,453.97	110,225.46	108,159.64	108,165.29	115,098.11	1,272,077.39
Interest Income	579.27	583.37	567.70	590.29	574.04	595.30	6,630.65
Total Income	<u>106,932.39</u>	<u>108,037.34</u>	<u>110,793.16</u>	<u>108,749.93</u>	<u>108,739.33</u>	<u>115,693.41</u>	<u>1,278,708.04</u>
Gross Profit	106,932.39	108,037.34	110,793.16	108,749.93	108,739.33	115,693.41	1,278,708.04
Expense							
Dues	0.00	0.00	0.00	0.00	0.00	0.00	105.00
Interpretation Services	556.57	0.00	0.00	0.00	0.00	0.00	1,007.57
Kansas Register fees	0.00	14.00	14.00	14.00	0.00	14.00	119.00
Office Supplies	0.00	0.00	0.00	48.08	0.00	0.00	54.07
Professional Fees – LCPA Audit	0.00	0.00	0.00	0.00	33,680.00	0.00	33,680.00
Professional svcs - Contracts							
Liaison Equip/Expenses/Office	0.00	0.00	0.00	0.00	16,791.60	0.00	16,791.60
Planning, technical svcs	4,005.00	4,185.00	7,830.00	7,830.00	9,900.00	4,320.00	43,110.00
PSAP Liaison	0.00	0.00	0.00	0.00	0.00	0.00	33,777.00
Total Professional svcs - Contracts	<u>4005.00</u>	<u>4,185.00</u>	<u>8,595.00</u>	<u>7,830.00</u>	<u>26,691.60</u>	<u>4,320.00</u>	<u>93,678.60</u>
Professional svcs - LCPA	9,209.13	9,209.13	9,209.13	9,209.13	9,209.13	9,209.13	110,509.56
Reimbursement							
Legislative pay	0.00	590.33	0.00	380.67	0.00	615.35	2,400.25
Meals & Travel (APCO)	0.00	0.00	0.00	375.00	0.00	0.00	600.00
Meals & Travel (Council/Comm)	258.31	743.22	426.94	703.38	156.64	505.78	6,727.20
Meals & Travel (NENA Conf)	0.00	0.00	0.00	0.00	0.00	0.00	5,048.89
Total Reimbursement	<u>258.31</u>	<u>1,333.55</u>	<u>426.94</u>	<u>1,459.05</u>	<u>156.64</u>	<u>1,121.13</u>	<u>14,776.34</u>
Total Expense	<u>14,029.01</u>	<u>14,741.68</u>	<u>18,245.07</u>	<u>18,560.26</u>	<u>69,737.37</u>	<u>14,664.26</u>	<u>253,930.14</u>
Net Ordinary Income	92,903.38	93,295.66	92,548.09	90,189.67	39,001.96	101,029.15	1,024,777.90
Other Income/Expense							
Other Expense							
Mission Critical Contract	0.00	0.00	0.00	0.00	0.00	21,514.81	66,010.81
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,514.81</u>	<u>66,010.81</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-21,514.81</u>	<u>-66,010.81</u>
Net Income	<u>92,903.38</u>	<u>93,295.66</u>	<u>92,548.09</u>	<u>90,189.67</u>	<u>39,001.96</u>	<u>79,514.34</u>	<u>958,767.09</u>

APPENDIX B

911 Coordinating Council Statement of Financial Position As of September 30, 2014

10/12/14 - Cash Basis

	Sep 30, 2014
ASSETS	
Current Assets	
Checking/Savings	
911 State Fund	2,448,996.75
Grant Fund	<u>16,384,373.14</u>
Total Checking/Savings	18,883,369.89
Accounts Receivable	
Accounts Receivable	<u>-8,958.70</u>
Total Accounts Receivable	<u>-8,958.70</u>
Other Current Assets	
Prepaid Expenses	<u>18,496.70</u>
Total Other Current Assets	<u>18,496.70</u>
Total Current Assets	<u>18,842,907.89</u>
TOTAL ASSETS	<u>18,842,907.89</u>
LIABILITIES & EQUITY	
Equity	
LKM	193,491.79
Opening Balance Equity	12,510,221.32
Retained Earnings	5,600,439.78
Net Income	<u>538,755.00</u>
Total Equity	<u>18,842,907.89</u>
TOTAL LIABILITIES & EQUITY	<u>18,842,907.89</u>

APPENDIX B

911 Coordinating Council Statement of Activity for 911 Fund January through September 2014

Page 1

10/12/14 - Cash Basis

	Jan 14	Feb 14	Mar 14	Apr 14	May 14	Jun 14
Ordinary Income/Expense						
Income						
Income	1,411,276.42	1,586,026.09	1,544,290.15	1,612,985.57	1,629,127.25	1,576,164.88
Payment credits	0.00	0.00	0.00	0.00	0.00	5,509.50
Interest Income	113.19	101.34	113.10	72.16	84.47	65.79
Total income	1,411,389.61	1,586,127.43	1,544,403.25	1,613,057.73	1,629,211.72	1,581,740.17
Gross Profit	1,411,389.61	1,586,127.43	1,544,403.25	1,613,057.73	1,629,211.72	1,581,740.17
Expense						
Bank Service Charges						
Reimbursed Bank Charges	0.00	0.00	132.33	-132.33	133.94	-0.28
Total Bank Service Charges	0.00	0.00	132.33	-132.33	133.94	-0.28
PSAP Minimum Quarterly Payments	0.00	307,067.64	-13.25	0.00	301,730.54	-191.28
PSAP Payments	1,389,031.79	1,422,332.67	1,446,010.78	1,356,213.90	1,415,805.28	1,419,099.41
Total Expense	1,389,031.79	1,729,400.31	1,446,129.86	1,356,081.57	1,717,669.76	1,418,907.85
Net Ordinary Income	22,357.82	-143,272.88	98,273.39	256,976.16	-88,458.04	162,832.32
Net Income	22,357.82	-143,272.88	98,273.39	256,976.16	-88,458.04	162,832.32

APPENDIX B

911 Coordinating Council Statement of Activity for 911 Fund January through September 2014

Page 2

10/12/14 - Cash Basis

	Jul 14	Aug 14	Sep 14	Total
Ordinary Income/Expense				
Income				
Income	1,566,875.51	1,589,324.31	1,597,750.72	14,113,820.90
Payment credits	0.00	0.00	0.00	5,509.50
Interest Income	86.33	77.52	0.00	713.90
Total Income	1,566,961.84	1,589,401.83	1,597,750.72	14,120,044.30
Gross Profit	1,566,961.84	1,589,401.83	1,597,750.72	14,120,044.30
Expense				
Bank Service Charges				
Reimbursed Bank Charges	1.28	5.10	-273.67	-133.63
Total Bank Service Charges	1.28	5.10	-273.67	-133.63
PSAP Minimum Quarterly Payments	0.00	298,614.04	0.00	907,207.69
PSAP Payments	1,396,605.49	1,362,861.96	1,408,531.31	12,616,492.59
Total Expense	1,396,606.77	1,661,481.10	1,408,257.64	13,523,566.65
Net Ordinary Income	170,355.07	-72,079.27	189,493.08	596,477.65
Net Income	170,355.07	-72,079.27	189,493.08	596,477.65

APPENDIX B

Statement of Activity for Grant Fund January through September 2014

10/12/14 – Cash Basis

	Jan - 14	Feb - 14	Mar - 14	Apr - 14	May - 14
Ordinary Income/Expense					
Income					
Income					
Income - other	0.00	0.00	0.00	0.00	0.00
Total Income	0.00	0.00	0.00	0.00	0.00
Prepay Fee Income	115,098.11	116,764.07	119,619.75	129,893.14	118,025.46
Interest Income	596.30	540.61	602.29	620.48	642.86
Total Income	115,964.41	117,304.68	120,222.04	130,513.62	118,668.32
Gross Profit	115,694.41	117,304.68	120,222.04	130,513.62	118,668.32
Expense					
Conference & Training Expenses	0.00	0.00	0.00	0.00	899.00
Committee Meeting Expenses					
Meal/Travel Reimbursements	86.05	0.00	0.00	0.00	0.00
Total Committee Meeting Expenses	86.05	0.00	0.00	0.00	0.00
Council Meeting Expenses					
Meal/Travel Reimbursements	0.00	1,023.22	0.00	0.00	916.23
Conference Call Service	0.00	0.00	0.00	0.00	0.00
Total Council Meeting Expenses	0.00	1,023.22	0.00	0.00	916.23
Dues	0.00	0.00	0.00	0.00	150.00
Interpretation Services	0.00	0.00	0.00	0.00	0.00
Kansas Register fees	0.00	14.00	14.00	0.00	14.00
Professional Fees – LCPA Audit	0.00	7,495.89	0.00	0.00	0.00
Professional svcs – Contracts					
Liaison Equip/Expenses/Office	800.00	0.00	0.00	0.00	0.00
PSAP Liaison	24,284.80	0.00	0.00	23,500.00	0.00
Total Professional svcs - Contracts	25,084.80	0.00	0.00	23,500.00	0.00
Professional Svcs - LCPA Reimbursement	9,209.13	21,631.98	10,815.99	10,815.99	10815.99
Legislative pay	0.00	0.00	0.00	0.00	0.00
Meals & Travel (Council/Comm)	0.00	0.00	0.00	73.70	0.00
Meals & Travel (NENA Conf)	0.00	0.00	0.00	0.00	0.00
Total Reimbursement	0.00	0.00	0.00	73.70	0.00
Total Expense	34,379.98	30,165.09	10,829.99	34,389.69	12,795.22
Net Ordinary Income	81,314.43	87,139.59	109,392.05	96,123.93	105,873.10
Other Income/Expense					
Other Expense					
Allied Technical Consultant Svc	0.00	0.00	0.00	0.00	0.00
R&S Digital Svcs	0.00	0.00	0.00	0.00	0.00
AOS Contract	0.00	0.00	0.00	107,500.00	0.00
Randall White Consulting	4,860.00	11,925.00	0.00	14,490.00	10,122.31
Stone Carlie Contract	28,041.00	0.00	38,279.00	0.00	0.00
Mission Critical Contract	0.00	15,080.25	26,514.67	42,387.63	31,105.63
Total Other Expense	32,901.00	27,005.25	64,793.67	164,377.63	41,227.94
Net Other Income	-32,901.00	-27,005.25	-64,793.67	-164,377.63	-41,227.94
Net Income	48,413.43	60,134.34	44,598.38	-68,253.70	64,645.16

APPENDIX B

Statement of Activity for Grant Fund January through September 2014

Page 2

0/12/14 – Cash Basis

	Jun - 14	Jul - 14	Aug - 14	Sep - 14	Total
Ordinary Income/Expense					
Income					
Income					
Income - other	0.00	0.00	0.00	0.00	0.00
Total Income	0.00	0.00	0.00	0.00	0.00
Prepay Fee Income	99,879.84	91,063.64	111,513.23	97,414.15	999,271.39
Interest Income	617.84	632.40	631.06	607.54	5,491.38
Total Income	100,497.68	91,696.04	112,144.29	98,021.69	1,004,762.77
Gross Profit	100,497.68	91,696.04	112,144.29	98,021.69	1,004,762.77
Expense					
Conference & Training Expenses	0.00	0.00	0.00	170.00	1,069.00
Committee Meeting Expenses					
Meal/Travel Reimbursements	0.00	0.00	480.48	0.00	566.53
Total Committee Meeting Expenses	0.00	0.00	480.48	0.00	566.53
Council Meeting Expenses					
Meal/Travel Reimbursements	0.00	0.00	411.04	79.62	2,430.11
Conference Call Service	124.80	0.00	0.00	0.00	124.80
Total Council Meeting Expenses	124.80	0.00	411.04	79.62	2,554.91
Dues	0.00	0.00	0.00	0.00	150.00
Interpretation Services	0.00	0.00	0.00	608.52	608.52
Kansas Register fees	14.00	0.00	14.00	0.00	70.00
Professional Fees – LCPA Audit	0.00	0.00	6,974.12	0.00	14,470.01
Professional svcs – Contracts					
Liaison Equip/Expenses/Office	0.00	0.00	0.00	0.00	800.00
PSAP Liaison	25,000.00	0.00	0.00	0.00	72,784.80
Total Professional svcs - Contracts	25,000.00	0.00	0.00	0.00	73,584.80
Professional Svcs - LCPA Reimbursement	10,815.99	10,815.99	10,815.99	10,815.99	106,553.04
Legislative pay	797.32	0.00	0.00	968.02	1,765.34
Meals & Travel (Council/Comm)	0.00	0.00	0.00	0.00	73.70
Meals & Travel (NENA Conf)	0.00	2,327.44	0.00	0.00	2,327.44
Total Reimbursement	797.32	2,327.44	0.00	968.02	4,166.48
Total Expense	36,752.11	13,143.43	18,695.63	12,642.15	203,793.29
Net Ordinary Income	63,745.57	78,552.61	93,448.66	85,379.54	800,969.48
Other Income/Expense					
Other Expense					
Allied Technical Consultant Svc	0.00	0.00	0.00	10,185.00	10,185.00
R&S Digital Svcs	0.00	0.00	38,758.70	25,151.50	63,910.20
AOS Contract	164,885.00	87,260.00	0.00	149,625.00	509,270.00
Randall White Consulting	13,632.50	12,384.55	15,200.00	17,005.00	99,619.36
Stone Carlie Contract	0.00	0.00	0.00	0.00	66,320.00
Mission Critical Contract	0.00	49,817.43	0.00	5,231.50	170,137.11
Total Other Expense	178,517.50	149,461.98	53,958.70	207,198.00	919,441.67
Net Other Income	-178,517.50	-149,461.98	-53,958.70	-207,198.00	-919,441.67
Net Income	-114,771.93	-70,909.37	39,489.96	-121,818.46	-118,472.19

APPENDIX C

Approved 2014 Work Plan for 911 Coordinating Council

Scheduled Council Meetings for 2014:

February 7, 2014 (Fri) (Topeka)

March 7, 2014 (Fri) (Topeka)

May 9, 2014 (Fri) (Topeka)

June 6, 2014 (Fri) (Topeka)

August 15, 2014 (Fri) (Topeka)

October 20, 2014 (Mon) (KS APCO)

December 5, 2014 (Fri) (Topeka)

OBJECTIVES:

A. Performance of Statutory Council Responsibilities.

ACTIVITIES: Oversight of LCPA contract services; monitor 911 revenue collection and approve Council budget; identify Administrative Regulations needed; distribute prepaid wireless 911 fees in excess of \$2 million/year; provide guidance to PSAPs on use of 911 funds; monitor service provider compliance with 911 Act requirements and Regulation; Conduct annual review of LCPA and issue RFP for new contract. Coordinate annual review of LCPA by Legislative Coordinating Council.

DUE DATE: May 9, 2014: LCPA annual review by Council and presentation of draft RFP for LCPA contract. June 6, 2014: Approval of RFP for LCPA contract.

Ongoing: For Other activities

COMMITTEE ASSIGNED: Administration

B. Provide Annual Report to Legislative Committees

ACTIVITIES: LCPA compiles PSAP financial report information for 911 expenditures; Identify additional information for report content and prepare report.

DUE DATE: October 20, 2014: Draft report presented to Council

December 5, 2014: Council approves final report

COMMITTEE ASSIGNED: Administration

C. Facilitate communication between the Council and its stakeholders

ACTIVITIES: Oversight of Council's Communications Plan and web-site services to provide timely and relevant information to PSAPs and to provide access by stakeholders to information, guidance, standards, and general information from the Council; facilitate training standard discussion with PSAPs; assist in provision of technical guidance to PSAPs; coordinate PSAP Liaison services and activities; review annual PSAP financial report submittals for compliance with 911 Act..

DUE DATE: Ongoing: For most activities

COMMITTEE ASSIGNED: Operations

D. Statewide Strategic Plan for Implementation of NG911 Services

ACTIVITIES: Evaluate strategies and recommendations of Strategic Plan update, due February 21, 2014; Accept and/or modify strategies, timelines, priorities, fiscal objectives, and staff recommendations; facilitate multi-jurisdictional implementation efforts identified in plan; take specific actions to implement strategies and goals in the plan; evaluate any legislative action needed to implement strategies; monitor plan implementation progress and update it with accomplishments, revised priorities, and changes in strategies and goals.

DUE DATE: February 21, 2014: Updated Strategic Plan due

APPENDIX C

March 7, 2014: Council review and adoption of updated Plan with any modifications. Council approval of specific actions to implement Plan strategies

April 7, 2014: Council review of Plan Implementation Progress

December 5, 2014: Council review and approval of modifications to Plan

COMMITTEES ASSIGNED: All Committees

E. Administer 911 State Grant Fund Awards

ACTIVITIES: Evaluate needed modifications to Council's 911 State Grant Award Philosophy and Criteria document for 2015 grant cycle.

DUE DATE: December 5, 2014: Council evaluates and approves any needed changes to 911 State Grant Fund Award Philosophy and Criteria document for 2015 grant cycle.

COMMITTEES ASSIGNED: All Committees

F. Develop standards for training of PSAP personnel

ACTIVITIES: Review of developed national minimum training standards. Outreach to PSAP community for input in developing statewide training standards. Begin to plan for training standards, what will the standards be, how will the training be made available to the PSAP community, how will verification of required training be monitored, etc. Prepare draft recommendation for training standards.

DUE DATE: October 20, 2014: Present results of outreach to Council. December 5, 2014: Present draft training recommendation to Council for approval.

COMMITTEE ASSIGNED: Operations

G. Begin implementation of system design and migration plan as defined by consulting services contract and GIS contract.

ACTIVITIES: Review plans and design elements developed by the consulting services and GIS contracts. Initiate procurement phase of implementation plan. Begin migration pursuant to the migration plan. Implement training, change management, risk management, and operations and maintenance plans as developed through the contracts.

DUE DATE: Ongoing throughout 2014.

COMMITTEES ASSIGNED: All Committees

H. Ensure that appointments for Coordinating Council Positions are made.

ACTIVITIES: Appointments to the Coordinating Council having a term limit of three years will be expiring on June 30, 2014. This will affect Council Members Chris Kelly, Bob Boaldin, Michele Abbott, and Pat Collins. The Coordinating Council will ensure that these positions are filled by the Governor's office.

DUE DATE: May 9, 2014

COMMITTEE ASSIGNED: Administration

I. Quarterly Meetings for outreach to PSAPs on various topics

ACTIVITIES: Hold quarterly outreach meetings to address topics such as GIS, NG911 architecture, CPE standards, policy and procedures, or other topics as necessary.

DUE DATE: March 31, 2014; June 30, 2014; September 30, 2014; December 31, 2014

COMMITTEES ASSIGNED: All Committees

December 31, 2016: Legislature's Division of Post Audit will have completed an audit of the 911 system as set out in KSA 12-5377(c) .

2019 Legislative Session: Legislature shall review the 911 Act (KSA 12-5377(d)).

APPENDIX D

2014 Operating Budget for 911 Coordinating Council

2014

Budget Authority Estimate **\$309,500**

2014 Expenditures

Council Meeting Expenses	
(\$2,000/meeting x 9 meetings. Includes: Conference call service; Interpreters, Legislative Pay, meal/travel reimbursements)	\$18,000
 Committee Meeting Expenses	
(\$400/meeting x 12 meetings. Includes: Conference call services, Interpreters, Legislative Pay, meal/travel reimbursements for Administration, Operations, Technical and Grant Committee meetings)	\$4,896
 Kansas Secretary of State	\$250
Includes: \$14/Register Notices x 14 notices, Regulation publications	
 Membership Dues (NASNA)	\$150
 Conferences and Training for Council Members	\$8,000
Includes: Registration fees; travel expenses for Kansas APCO conferences and other approved conferences	
 Outreach Training to PSAPs and others Fund from Grant Funds	\$ 0*
 LCPA Contracted Services	\$129,791.95
 Annual Audit of LCPA	\$10,000
 Legislative Post Audit	\$ 0*
 Vendor Contracts (As approved individually by Council)	\$135,882
PSAP Liaison	\$72,252
Liaison Equip/Expenses/office	\$18,630
Technical services/contract	\$45,000

TOTAL EXPENDITURE BUDGET **\$306,970**

* = Recommend this cost be funded directly from 911 State Grant Fund (KSA 12-5377)

APPENDIX E

Office of Facilities & Procurement Management
800 S.W. Jackson St., Room 600
Topeka, KS 66612



Phone: (785) 296-2576
Fax: (785) 296-7240

<http://admin.ks.gov/offices/procurement-and-contracts>

Jill Clark, Secretary
Mark J. McGovern, Director

Sam Breakwell, Co-Trustee

AMENDMENT

Amendment Date: July 16, 2014
Amendment Number: 2
Contract ID: 000000000900000000038360
Event ID: EYF000980
Procurement Officer: Jerry Clements
Telephone: 785/296-7261
E-Mail Address: jerry.clements@ks.gov
Web Address: <http://admin.ks.gov/offices/procurement-and-contracts>
Item: Local Collection Point Administrator for KS 911 Act
Agency / Business Unit: 911 Coordinating Council
Period of Contract: January 1, 2012 through December 31, 2018
(With NO renewal options available)
Contractor: KANSAS ASSOCIATION OF COUNTIES
300 SW 5TH AVE STE 800
TOPEKA, KS 66603-9541
Contact Person: Melissa Waagemann
E-Mail: Waagemann@kansascounties.org
Local Telephone: 785-272-2696 Ext. 307
Fax: 785-272-3585
FEIN: 48-0639781
SMART ID: 000049702

Conditions:

- I. The contract term is extended through December 31, 2016, as allowed by SB-294 (2014).
- II. Costs for LCPA Duties during the contract periods shall be:
 - a. 2018: \$129,791.60
 - b. 2019: \$189,604.73
- III. The revised language below replaces the original contract "Specifications" section in its entirety:

0. **SPECIFICATIONS (revised July, 2014)**

1. **INTRODUCTION:**

Contractor shall provide the services of the Local Collection Point Administrator (LCPA) as contained in the Kansas 911 Act (Act), K.S.A. 12-5362 et seq. Required services include the collection and distribution of 911 fees and 911 state grant fund moneys as well as the provision of staffing services to the Council as needed to carry out its responsibilities as set out in the Kansas 911 Act. The LCPA will begin its responsibilities under this contract no later than January 1, 2015.

2. **BACKGROUND INFORMATION:**

APPENDIX F

2015 Operating Budget for 911 Coordinating Council

Budget Authority Estimate		\$542,500
2015 Expenditures		
Council Meeting Expenses		
(\$2,400/meeting x 4 meetings. Includes: Conference call service; Interpreters, Legislative Pay, meal/travel reimbursements)		\$9,600
Webex Costs for Council & Committee Meetings		\$3,526
Committee Meeting Expenses		
(\$400/meeting x 8 meetings. Includes: Conference call services, Interpreters, Legislative Pay, meal/travel reimbursements for Administration, Operations, Technical and Grant Committee meetings)		\$3,200
Kansas Secretary of State		\$250
Includes: \$14/Register Notices x 14 notices, Regulation publications		
Membership Dues (NASNA)		\$150
Conferences and Training for Council Members		\$13,800
Includes: Registration fees; travel expenses for APCO, NENA and NASNA conferences and other approved conferences		
LCPA Contracted Services		\$129,791
Annual Audit of LCPA		\$10,000
Personnel Contracts		
NG-911 Administrator		\$134,150
Salary (\$40/Hr.)	\$83,200	
Benefits (35%)	\$29,120	
APCO Membership Dues	\$100	
NENA Membership Dues	\$130	
Office Supplies	\$100	
Travel Expenses (\$1200/mo)	\$14,400	
National NENA Conference Attendance	\$2,300	
National APCO Conference Attendance	\$2,300	
NASNA Conference Attendance (Annual & Fall)	\$2,500	
PSAP Liaison		\$95,104
Salary (\$26.98/Hr)	\$56,129	
Benefits (35%)	\$19,645	
APCO Membership Dues	\$100	
NENA Membership Dues	\$130	
Office Supplies	\$100	
Travel Expenses (\$1200/mo)	\$14,400	
National NENA Conference Attendance	\$2,300	
National APCO Conference Attendance	\$2,300	
Technical services/contract		\$45,000
TOTAL EXPENDITURE BUDGET		\$444,571

APPENDIX G

2015 Work Plan for 911 Coordinating Council

Scheduled Council Meetings for 2015:

February 6, 2015 (Fri) (Web Conference)
March 6, 2015 (Fri) (Web Conference)
April 14, 2015 (Mon) (KS APCO – Manhattan)
May 8, 2015 (Fri) (Topeka)
August 14, 2015 (Fri) (Topeka)
October 20, 2015 (Mon) (KS APCO – Dodge City)
December 4, 2015 (Fri) (Web Conference)

OBJECTIVES:

A. Performance of Statutory Council Responsibilities.

ACTIVITIES: Oversight of LCPA contract services; monitor 911 revenue collection and approve Council budget; identify Administrative Regulations needed; distribute prepaid wireless 911 fees in excess of \$2 million/year; provide guidance to PSAPs on use of 911 funds; monitor service provider compliance with 911 Act requirements and Regulation; Review administrative duties of the LCPA for duplicate effort with Council staff; Conduct annual review of LCPA.

DUE DATE: May 8, 2015: Evaluation of administrative duties of LCPA; LCPA annual review by Council Ongoing: For Other activities

COMMITTEE ASSIGNED: Administration

B. Provide Annual Report to Legislative Committees, FCC and Profile Database

ACTIVITIES: LCPA compiles PSAP financial report information for 911 expenditures; Identify additional information for report content and prepare reports.

DUE DATE: July 31, 2015: FCC report due: September 11, 2015: Profile Database update due. October 19, 2015: Draft Legislative report presented to Council. December 4, 2015: Council approves final legislative report.

COMMITTEE ASSIGNED: Administration and 911 Liaison

C. Facilitate communication between the Council and its stakeholders

ACTIVITIES: Oversight of Council's Communications Plan and web-site services to provide timely and relevant information to PSAPs and to provide access by stakeholders to information, guidance, standards, and general information from the Council; facilitate training standard discussion with PSAPs; assist in provision of technical guidance to PSAPs; coordinate PSAP Liaison services and activities; review annual PSAP financial report submittals for compliance with 911 Act..

DUE DATE: Ongoing: For most activities

COMMITTEE ASSIGNED: Operations

D. Statewide Strategic Plan for Implementation of NG911 Services

ACTIVITIES: Evaluate strategies and recommendations of Strategic Plan update, due February 28, 2015; Accept and/or modify strategies, timelines, priorities, fiscal objectives, and staff recommendations; facilitate multi-jurisdictional implementation efforts identified in plan; take specific actions to implement strategies and goals in the plan; evaluate any legislative action needed to implement strategies; monitor plan implementation progress and update it with accomplishments, revised priorities, and changes in strategies and goals.

APPENDIX G

DUE DATE: February 28, 2015: Updated Strategic Plan draft due. March 6, 2015: Council review of updated Plan draft. Council approval of specific actions to implement Plan strategies. April 13, 2015: Council adoption of updated Strategic Plan. December 4, 2015: Council review of Plan Implementation Progress

COMMITTEES ASSIGNED: All Committees

E. Administer 911 State Grant Fund Awards

ACTIVITIES: Evaluate needed modifications to Council's 911 State Grant Award Philosophy and Criteria document for 2016 grant cycle.

DUE DATE: December 4, 2015: Council evaluates and approves any needed changes to 911 State Grant Fund Award Philosophy and Criteria document for 2016 grant cycle.

COMMITTEES ASSIGNED: All Committees

F. Present standards for training of PSAP personnel to PSAP Jurisdictions

ACTIVITIES: Provide educational outreach to local PSAP Jurisdictions and stakeholders on minimum training standards through outreach programs at stakeholder conferences and regional outreach meetings.

DUE DATE: Ongoing throughout 2015.

COMMITTEE ASSIGNED: Operations

G. Continue implementation of system design and migration plan as defined by consulting services contract and GIS contract.

ACTIVITIES: Continue migration pursuant to the migration plan. Implement training, change management, risk management, and operations and maintenance plans as developed through the contracts.

DUE DATE: Ongoing throughout 2015.

COMMITTEES ASSIGNED: All Committees

H. Acquire i3 routing services for statewide NG-911.

ACTIVITIES: Develop specifications and statement of work for i3 routing services and components. Issue request for proposal to procure these services. Implement these services on statewide network.

DUE DATE: October 19, 2015: Technical Committee presents draft RFP to Council for approval.

COMMITTEES ASSIGNED: Technical Committee

I. Approval of NG-911 Governance Plan, Policy and Procedures.

ACTIVITIES: Develop NG-911 Governance Plan and supporting policies and procedures for statewide NG-911 system. Adopt any required administrative regulations in support of the Plan. Monitor implementation of the Plan for needed or desired updates to the Plan.

DUE DATE: May 8, 2015: Adopt Governance Plan and supporting policies and procedures. Ongoing throughout 2015 for additional elements of the project.

J. Ensure that appointments for Coordinating Council Positions are made.

ACTIVITIES: Appointments to the Coordinating Council having a term limit of three years will be expiring on June 30, 2015. This will affect Council Members Walt Way, Mike Napolitano, and Dick Heitschmidt. The Coordinating Council will ensure that these positions are filled by the Governor's office. Provide orientation training to any new Council Members resulting from these appointments.

APPENDIX G

DUE DATE: May 8, 2015: Provide names to Governor's Office for appointments. August 14, 2015: Orientation training if needed.

COMMITTEE ASSIGNED: Administration

K. Quarterly Meetings for outreach to PSAPs on various topics

ACTIVITIES: Hold quarterly outreach meetings to address topics such as GIS, NG911 architecture, i3 services, policy and procedures, minimum training standards, funding philosophy, or other topics as necessary.

DUE DATE: March 31, 2015; June 30, 2015; September 30, 2015; December 31, 2015

COMMITTEES ASIGNED: All Committees

December 31, 2016: Legislature's Division of Post Audit will have completed an audit of the 911 system as set out in KSA 12-5377(c) .

2019 Legislative Session: Legislature shall review the 911 Act (KSA 12-5377(d)).