Public Safety Communications Users Committee Meeting

Date: Wednesday, March 20, 2019
Time: 1:00 p.m.
Location: Board Room

Agenda

1) Call to Order and Introductions
2) Approval of December 5, 2018 meeting summary
3) Atchison County
4) Cyber Risk Assessment
5) Douglas County Update
6) Public Safety New Staff
7) 911 Legislation Update
   a) Kansas
   b) Missouri
8) New Statistics Website
9) Motorola – Fire Statistics Update
10) Router Update
11) PSAP Backup
   a) Independence (Three positions)
   b) Cass County (Two positions)
12) Committee Restructuring (RIC)
13) Commencco Support (Billing/Maintenance Contract)
14) Other Business
15) Adjournment
Agencies Present:
Gordon Abraham, Pleasant Valley Police Department
Kevin Cauley, Leawood Police Department
Greg Damron, Leawood Police Department
Jeremy Duke, Kansas City Missouri Fire Department
Daniel Gates, Kansas City Missouri Police Department
Rhonda Harper, Independence Missouri Police Department
Steve Hoskins, Kansas City Missouri Police Department
Worth Hunsinger, Johnson County Kansas Emergency Communications
Mike Lowther, Lenexa Police Department
Allison Ray, Miami County Sheriff’s Office
Brady Sharp, Lenexa Police Department
Stefan Smith, Gladstone Public Safety
Daniel Stewart, Prairie Village Police Department
Krystal Thompson, Sugar Creek Police Department
Paul Thurman, Independence Missouri Police Department
Kevin Tieman, Cass County Sheriff’s Office
Robin Tieman, Cass County Emergency Services Board
Don Ward, Overland Park Police Department
Chuck Zang, Kansas City Missouri Fire Department

MARC Staff: Eric Winebrenner, Hassan Al-Rubaie, Adam Geffert, Saralyn Hayes, Pam Opoka, Nikki Thomas, Chris Allen Hunter

Call to Order and Introductions
Steve Hoskins called the meeting to order and introductions were made.

Approval of September 19, 2018 Meeting Summary

A motion was made by Robin Tieman to approve the summary and seconded by Gordon Abraham.
The meeting summary was approved with no opposition.
Recommendation for Approval of 2019 Workplan and Budget

- Winebrenner shared that these items were in the packet and would be displayed in the PowerPoint presentation.
- The router project was delayed because of a company buyout but the cost was locked in at the 2017 pricing. The first router is expected to be installed this summer. Al-Rubaie noted that the first router would be installed, tested for sixty days and if all went well during the test time, it would be turned on for the region. Then, the next router would be installed and the same procedures followed. Winebrenner said the routers was the largest item in the 2019 action plan.
- Douglas County was joined to other counties.

Technical Services - Al-Rubaie

- Rapid SOS has been turned on.
- Carriers have said they will update their information to provide this same data by the end of the year.
- FCC approved satellite use which will provide another data level for more accuracy.
- 36 PSAPs have been upgraded. AMR, KCKPD and KCKFD still need to be upgraded. AMR will be upgraded at the beginning of 2019. Network connections for these caused the holdup.

Technical calls

- Majority have been stats related
- Screen dial, configuration, screen layout

Database & Mapping

Database

- Met with all of our counties but one’s addressing and mapping groups and invited city representatives to also attend. Discussed NextGen 911, mapping projects and what is needed from them. The last county wanted to do some data cleanup prior to meeting with MARC staff.
- Annual telephone company database scrub was done and from this 27,000 records were cleaned up.
- Wireless – Now have 16,500 cell sectors in our map (Douglas County is included in count).
- Audited T-Mobile who has 4,800 cell sectors in the region. Over 5,000 corrections were made. Next year’s audit will be with US Cellar and AT&T Mobility.

Mapping

- Dispatchers have several mapping layers they use in their GeoLynx mapping software which are refreshed annually. An address point file was added this year.
- The map super user group made up of regional dispatchers came back together and met last week. They discuss: 1) GeoLynx server and got feedback for a report to GeoComm, 2) Reviewed possibility of adding additional map layers in 2019 such as hospitals, schools and airports. This group also suggested adding hydrants, boat ramps, AED and emergency call boxes and these are being considered. 3) Developing a quick GeoLynx reference guide.

Interoperable

- Scout Fiber – Eric Winebrenner
  o Line is in place between MoDot and Johnson County.
  o Proposal going to MARC Management Council in January to upgrade routers to high tech multiplexer routers. This will allow others agencies to connect.
  o Kansas City and Johnson County are discussing connecting CAD through this system.
- RAMBIS – Hassan Al-Rubaie
  o Committee convened to discuss a transition plan for the voice channels. VHF and UHF are cutoff and devising a plan for 800 calling and Tag 1-4. Simulcast will be going away.
- eFog – Nikki Thomas
  o This app will be available in IOS android and Thomas went through the request steps to get access.
- COMU – Nikki Thomas
  o 2018 objective to plan an exercise was fulfill in September.
Working with Emergency Services on the CCTA planning and exercising.
Participated in the 2018 March Speedway exercise which showed some cache radio issues. Discussing if the radios should be moved to Johnson County ECC.
Working on a regional radio template.

**TIC Plan – Nikki Thomas**
- Send any updates or changes that may be needed to Thomas.

**Legislation – Eric Winebrenner**

**Missouri**
- Passed the 911 bill but are struggling with implementation. A 911 Service Board was developed and they are taking the lead on fixing the legislative issues. Most of the issues deal with revenue collection.
- The 911 Service Board does not have a budget but are working on getting this corrected. A bill will be introduced to fix the 911 bill issues which includes the Cass County issue.
- 911 Service Board implemented a committee to determine the best use of grant funding. Winebrenner is a member of this subcommittee.

**Kansas**
- Have a proposal to change their monthly fee amount.
- Working on some training issues.
Grant coming from the Department of Transportation for Kansas & Missouri. Awaiting the issue of this grant’s guidelines.

**Training – Eric Winebrenner**
- Pam Opoka is the new Public Safety Training Coordinator.
- Going forward all Public Safety (PS) and Emergency Services (ES) trainings will be under the Government Training Institute (GTI) umbrella.
- The PS calendar was changed this year to online instead of a printed one. The goal is to build an online calendar where you can click on the registration and it uploaded into your electronic calendar.
- Consortium fees will not change for 2019 but are be reviewed and may change in 2020.
- PS will be working on expanding the cadre of instructors.
- Work will be done on putting together an online training.
- Instructors traveling for classes if that is needed, will continue.
- A suggestion was made to do monthly basic trainings. It was shared that there are 5 in 2019 with an additional one at Cass County. Winebrenner shared that an online or web-based component is one of the items that Ms. Opoka has been tasked with reviewing.

**Public Outreach – Adam Geffert**
- Had one 911 Hero ceremony
- Reached 3,150 youth through school presentations
- Telecommunicator Appreciation Celebration (TAC) had approximately 400 attendees
- 911 Day at the ballpark had around 300 attendees
- Materials were provided for numerous other community events; including the MO state fair.
He thanked the agencies and those that had assisted with outreach programs.

**Budget – Eric Winebrenner and Adam Geffert**

**Winebrenner**
- He shared that a member of MARC Financial division was enlisted to review the PS budget to help develop a more accurate capital project budget. They reviewed the last three years and recommended a capital fund increase of 7% this year. This will be reviewed annually.
- MARC’s new finance director noticed that MARC wide did not have reserve funds set up. She suggested that PS include a reserve fund of 10% over the total budget to be collected over a five year time span. This is an overall increase of 10% to the 2019 budget but with Douglas County joining our region, it makes the overall increase 5%.
Training going underneath GTI will be a contract with GTI. This will lower our coordination budget but increase the allocation; these will offset each other.

Allocation bill will stay the same with the addition of Douglas County. The paperwork showing the cost for each county was included in the packets.

In 2019, the budget process will be moved to the third quarter instead of the 4th quarter.

Winebrenner reminded everyone that billing was based off of the bi-annual census. The next census is scheduled for 2020 and changes to county fees is anticipated for 2021.

Geffert

A presentation of the last six years budget was shown along with the anticipated 2019 budget.

The biggest reason for the increases are network connections, equipment needs, increased maintenance on selective routers and a few cost share costs such as cybersecurity and data master.

A motion was made by Robin Tieman to recommend to the Communications Board approval of the 2019 Workplan and Budget and seconded by Gordon Abraham. The motion passed with no opposition.

- Recommendation for Approval of 2019 Commenco 911 and RAMBIS Maintenance Contracts – Adam Geffert
  - Commenco
    - A maintenance chart was shared in the meeting packets outlined the charges to each PSAP. Geffert reminded everyone that the biggest increase was the router work.
  - RAMBIS
    - There are 11 RAMBIS radio and microwave sites that are maintained. Geffert noted that this cost had gone down due to radio costs going down.

A motion was made by Robin Tieman to recommend to the Communications Board approval of the 2019 Commenco 911 and RAMBIS maintenance contracts and seconded by Gordon Abraham. The motion passed with no opposition.

Recommendation for Approval of MARC GIS Agreement – Saralyn Hayes

A copy of this agreement was in the meeting packets. It covers street center lines, address points and map data layers. She noted that GIS has taken on more data layers to maintain and build. The recommended amount for 2019 is approximately $131,315. She added that this data is available for downloading. Those interested in accessing this download data should contact Hayes.

A motion was made by Robin Tieman to recommend to the Communications Board approval of this modification in the 2019 MARC GIS agreement and seconded by Gordon Abraham. The motion passed with no opposition.

Recommendation for MARC GTI Agreement – Eric Winebrenner

A copy of this was also in the packets which shows an agreement between GTI and MARC PS to move all PS training costs to contractual obligations to GTI. This covers salaries at 100% for the training coordinator, 80% for one PS assistant and 20% for an additional PS assistant, contractual expenses for trainers, travel, conferences, room rent and supplies.

A motion was made by Kevin Cauley to recommend to the Communications Board approval of the 2019 MARC GTI agreement and seconded by Gordon Abraham. The motion passed with no opposition.

Recommendation for Cost Share Request – Independence Police Department – Nikki Thomas

Independence Police Department submitted a request for three additional positions. The total cost for these positions (equipment and maintenance) is $65,000. The Technical Committee reviewed the request and are recommending that this committee approve this request.
Thomas noted that the Technical Committee has discussed and are reviewing the possibility of using equipment other agencies are not using to fulfill these requests.

A motion was made by Robin Tieman to recommend to the Communications Board approval of the Independence cost share request for three additional positions and seconded by Krystal Thompson. The motion passed with no opposition.

**Recommendation for Cost Share Request – Miami County Sheriff’s Office** – Nikki Thomas

- Miami County Sheriff’s office submitted a request for 1 additional position. The request stated that this was needed because of their counties growing population, dispatching for 8 police and 7 fire departments, to help with elevated call volume, county-wide emergencies, assist with special operations and training. The total cost for this would be $22,000.

A motion was made by Chuck Zang to recommend to the Communications Board approval of the Miami cost share request for one additional position and seconded by Rhonda Harper. The motion passed with no opposition.

**Peer Support Update and Research Project** – Pam Opoka

- Since the inception of peer support, their group have deployed 30 times.
- Have had 364 individual contacts and Opoka noted that there are 703 dispatcher in our region.
- There are 28 peer supporter. Opoka was contacted by Boone County Emergency Management who would like to partner with our region’s peer support group to assist with peer support that may be needed outside of our MARC region.
- The command staff peer support group have been featured in 2 national and one state level magazines.
- MARC Public Affairs created a web page for the peer support group within MARC’s website. There are 29 on the waiting list for the next training scheduled for February. Anyone interested in attending this training are participating in either peer support group should contact Opoka.

**2019 Meeting Dates** – Adam Geffert

- Geffert shared that a proposed list of 2019 meeting dates was included in the packets. This was reviewed and changes will be made.

**Other Business**

- Winebrenner shared that Geffert would be leaving MARC for a new position. He thanked Geffert for all of his work in the region and assistance to him since he came onboard.
- Winebrenner also shared that with Geffert departure, Bill Walker would be taking the position he held on the 911 Kansas Board.
- Opoka will be filling the KS Training position which Ben Chlapek held.
- 2019 Professional Development Series flier was included in the packet.

**Adjournment**

With no further discussion, Steve Hoskins adjourned the meeting.
ISSUE

Recommendation for Atchinson County to Join Regional 911 System

BACKGROUND

On December 6, 2018 MARC Public Safety received a request from Atchinson County’s 911 Director to join the regional 911 system. Atchinson county currently utilizes Commenco for their 911 service provider and GeoComm for mapping support allowing for a seamless transition should the request be approved.

FINANCIAL IMPLICATIONS

The initial cost for the addition of Atchinson County to join the MARC regional 911 system to include GeoComm licensing fee and MARC GIS data remediation will be $5,865; and will be paid by Atchinson County. Total additional cost to the region is estimated to be $64,581 for a full year. This equals .009% of the 2019 911 budget. Increase to monthly allocation bills is estimated to be .005%.

POLICY IMPLICATIONS

None

RECOMMENDATION

Recommend approval of Atchinson County to join the regional 911 system.
December 6, 2018

Mid America Regional Council
Attention: Eric Winebrenner, Public Safety Communications Director
600 Broadway Blvd., #200
Kansas City, MO 64105

Dear Mr. Winebrenner:

The Atchison County 911 Center would like to request permission to join the MARC System.

After meeting with members from the MARC Regional 911 System, it was determined that the Atchison County 911 Center is currently utilizing Commenco, Inc, as the service provider for their current 911 phone service and Geo-Comm, Inc, as mapping provider. This would allow for a seamless transition to the MARC System.

If you have any questions, or need further information please let us know. We look forward to working with you in the near future.

Respectfully,

Kim Pruett
911 Director
Atchison County Joint Communications
Atchison County, Kansas Joint Communications Board request to join MARC 911
March, 2019

2010 Census – 16,924
Regional Population with Atchison County – 2,040,957
Atchison County percentage of regional population - .83%

Atchison County operates under the direction of the Atchison County Joint Communications Board, a three seat PSAP at the Atchison County Sheriff’s Office in Atchison, Kansas that serves all law enforcement, fire and emergency medical services in the county on a twenty-four hour, seven day a week basis.

Atchison County utilizes Motorola Vesta call handling equipment provided by Commenco. The equipment meets MARC standards and is a little over one year old. They are operating on Vesta 7.1. They utilize GeoLynx mapping software for the call location mapping services. They do not have text to 911.

Criteria to Guide Decisions by Public Safety Communications Board on the Addition of Agencies to the Regional 911 System. The Regional 911 System was established to serve the greater Kansas City metropolitan area. The following criteria will be used by the Public Safety Communications Board to determine if it is appropriate to consider a request from an outside agency or community to join the regional system.

1. Location of the Agency or community is contiguous to the counties participating in the Regional 911 System, or there is a relationship between the agency or community’s service area and the Regional 911 System’s existing service area.
   a. Atchison County Kansas is contiguous with Leavenworth County, Kansas and Platte County, Missouri.
   b. Atchison County Emergency Communications is 48 miles from the MARC offices.
      i. Miami County Sheriff’s Office – 51 miles
      ii. Ray County Emergency Communications – 40 miles

2. The local officials in the community making the request to join the Regional 911 System have the support of the governing body of their county and participating cities.
   a. The Atchison County Joint Communications Board has submitted a written request to join the MARC Regional 911 system. The Atchison County Commission is part of the Joint Communications Board.
   b. On March 14th, the Atchison County Commission voted to join the MARC 911 (3-0) if the Public Safety Communications Board and the MARC Board approve the request.

3. The cost to provide the Regional 911 System services to the requesting agency or community will be covered by that agency or community and not pose a financial burden on Kansas City metro area counties to allow for services to be delivered.
   a. Total estimated cost to add Atchison County to the regional 911 system is estimated to be:
      i. Upfront costs to be paid by Atchison County = $5,865
         1. GeoComm license fee
         2. MARC GIS data remediation
      ii. Annual estimated cost to add Atchison County to Regional system = $64,581 or .009% of 2019 budget
      iii. Estimated increase to monthly allocation bills to all counties = .005%.
      iv. Atchison County annual revenue from Kansas 911 Coordination Council = $100,000
4. The delivery of the Regional 911 System services to the requesting agency or community will not detract from the level of service needed by Kansas City metro area PSAPs.
   a. Atchison County Call information
      i. 365 days – (March 7, 2018 – March 7, 2019)
         1. 49,773 total calls
         2. 5,845 – 911 calls (11.7%)
         3. 43,928 – Admin calls (88.3%)
      ii. Wireline vs. Wireless
         1. 83.5% wireless
         2. 16.5% wireline
      iii. February 2019 call information
         1. 3,223 total calls
         2. 417 – 911 calls (12.5%)
         3. 2,906 – Admin calls (87.5%)
      iv. Regional comparisons (February, 2019) Total/911/Admin
          1. Sugar Creek 1895/227/1668
          2. Riverside – 2719/397/2322
          4. Prairie Village – 2204/522/1682
          5. Pleasant Valley – 1735/196/1539
          6. Miami County – 4897/734/4163
          7. Ray County – 7861/451/7410
          8. Cass County – 5593/904/4689
Agenda Item 4

ISSUE

Cyber Risk Assessment Report

BACKGROUND

In August of 2018, MARC Public Safety participated in a Cyber Risk Assessment through a partnership with the Department of Homeland Security, Science Applications International Corporation & the United States Navy. Results were provided to MARC staff on March 5th.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
ISSUE

Douglas County Update

BACKGROUND

The MARC Board approved the inclusion of Douglas County in the regional 911 system at its August 28th meeting. Information about the status of the project will be shared.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
ISSUE

Public Safety New Staff Update

BACKGROUND

An update will be provided on changes to public safety staff.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
ISSUE

911 Legislation Update – Kansas and Missouri

BACKGROUND

An update will be provided on 911 legislation for Kansas and Missouri.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
Agenda Item 8

ISSUE

New Statistics Website

BACKGROUND

A demonstration and update will be provided on the new public safety statistics website.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
ISSUE

Motorola Fire Statistics Update

BACKGROUND

A number of agencies have made requests for access to triage/transfer time statistics from primary to secondary PSAP. An update to the request will be provided.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.
Agenda Item 10

ISSUE

Router Update

BACKGROUND
An update will be provided regarding progress on the selective router upgrade.

FINANCIAL IMPLICATIONS
None

POLICY IMPLICATIONS
TBD

RECOMMENDATION
Informational purposes only; no formal action required.
ISSUE

PSAP Backup Update

BACKGROUND

Independence Police Department has been approved for three additional 911 workstations. The additional positions are to be supplied by reallocating existing positions within the region. Cass County Sheriff’s Office has requested two additional positions for the use as backup positions to support the five PSAPs within the county.

FINANCIAL IMPLICATIONS

The estimated cost for the additional two Vesta positions, analytics and installations services at Cass County Sheriff’s Office $44,194.24.

POLICY IMPLICATIONS

To be determined at a later date.

RECOMMENDATION

Informational purposes only, no formal action required.
December 12, 2018

Mid-America Regional Council
Attn: Nikki Thomas
600 Broadway, Suite 200
Kansas City, MO 64105

The Cass County Sheriff’s Office is currently in the process of designing and planning a remodel of our current communication center. With this remodel, we are planning to expand from our current four (4) 911 console positions to (6) positions. Our staffing for 2019 will increase from (2) two telecommunicators to (3) for all shifts and a supervisor during days. The Sheriff’s Office is requesting the addition of two (2) Phone/Cad/Radio workstations.

Cass County Sheriff’s Office currently dispatches for nine law enforcement agencies, and six fire districts. Over the past 4 years, we have increased in call volume by 20%, from 40,541 dispatched incidents in 2015, and expect to be on pace for over 50,000 this year. In 2018 the Sheriff’s Office increased the number of patrol deputies by 30% increasing our road patrol presence to match this volume, and we need to do the same for our communication center.

The Sheriff’s Office has secured funding to hire additional telecommunicators and secured funding in the 2019 budget for a major renovation of the communications center. With the growth of neighboring PSAPs, four dispatch stations will be inadequate for us to serve as a backup location for other Cass County agencies. The Cass County Sheriff’s Office is the only center in Cass County that is large enough to house the surrounding PSAPs.

Cass County Sheriff’s Office is requesting the addition of 9-1-1 and radio equipment for the two additional stations to continue to serve as a backup location to the other dispatch agencies in Cass County.

Thank you for your consideration,

Captain Kevin Tieman
# MARC - Cass County Sheriff

(Add Two (2) Positions)

## Customer Information

**Customer:** Mid America Regional Council  
**Contact:** Eric Winebrenner  
**Phone:** 816-701-8211  
**Address:** 600 Broadway, Suite 200, Kansas City, MO 64105  
**E-Mail:** ewinebrenner@marc.org

## Commenco Contact Information

**Sales Configuration Spec:** Bryce Heisey  
**Account Exec:** Kris Evans  
**Phone:** 816-753-2166  
**Cell:** 816-985-4022  
**E-Mail:** bryceh@commenco.com

**Phone:** 816-753-2166  
**Cell:** 816-985-4030  
**E-Mail:** krise@commenco.com

## VESTA 9-1-1

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**VESTA 9-1-1 Subtotal**  
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## VESTA Analytics

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**VESTA Analytics Subtotal**  
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Commenco Services

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**Commenco Services Subtotal** $5,371.15

**Quote Summary**

<table>
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<td>VESTA 9-1-1 Components</td>
<td>$34,894.88</td>
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<td>VESTA Analytics</td>
<td>$2,797.44</td>
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<td>Commenco Services</td>
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<td><strong>TOTAL QUOTE</strong></td>
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<td>Shipping Cost</td>
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<td><strong>GRAND TOTAL</strong></td>
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**TERMS / VALIDITY / LEAD TIME**

**MARC PAYMENT TERMS:**
- 80% Of Equipment/Shipping - On Receipt of Equipment at Commenco
- 15% of Equipment & 95% of Installation Upon Completion of Install
- Remaining 5% Upon System Acceptance
- 100% of Shipping Cost - On Receipt of Equipment at Commenco
- Net 30 Days After Final Acceptance By Customer

**VALIDITY:**
- Quote is valid for 120 days from the original quote date or until software support expires, whichever comes first.

**LEAD TIME:** 4 - 12 WEEKS ARO

**CUSTOMER APPROVAL/SIGNATURE**

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND ACCEPTS THE ABOVE AS A SALES AGREEMENT

<table>
<thead>
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<table>
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ISSUE

Committee Restructuring

BACKGROUND

There are multiple committees doing work within the Regional Homeland Security Coordinating Committee. Through the years there have been committees formed that overlap existing committees responsibilities. All committees throughout the RHSCC are being reviewed. The Public Safety Communications Board Co-Chairs asked for a review of existing committees and possible restructuring.

FINANCIAL IMPLICATIONS

None

POLICY IMPLICATIONS

Policies may need to be revised based on the decision the Board makes regarding committees.

RECOMMENDATION

Informational purposes only, no formal action required.
MARC Public Safety Communications Committees

Public Safety Communications Board Exhibit A – Operating Policies

1.4 Committees

The Public Safety Communications Board has established the Public Safety Communications Users Committee to provide technical and management expertise to the board. The Public Safety Communications Users Committee is responsible for developing recommendations to the board regarding the day-to-day operation of the 9-1-1 and RAMBIS systems to include interoperability planning, expenditures from regional 9-1-1 funds and policy matters. Membership of the Public Safety Communications Users committee includes one voting representative from each PSAP participating in the regional 9-1-1 system.

The Public Safety Communications Users Committee shall create a Regional Interoperability Committee (RIC) to provide guidance and assistance by technical representatives on matters of operational policies, technical evaluation and interoperability planning. The members of the RIC may be appointed on the basis of technical expertise and geographical, functional and demographical diversity. The RIC is also a subcommittee of the Regional Homeland Security Coordinating Committee (RHSCC).

Any committee may appoint technical task forces as needed for focused analysis or specific activity.

Public Safety Communications Board Exhibit B – Bylaws

ARTICLE IV: COMMITTEES

1. The co-chairs shall appoint committees, as necessary, to fulfill the roles and responsibilities of the Board. The co-chairs shall appoint the chairs of any and all committees, with the approval of the full Board.

2. The Public Safety Communications Users Committee, a committee of the Board composed of representative of each 9-1-1 answer point in the Kansas City regional system shall provide technical advice to the Public Safety Communications Board.

3. A committee of the Board may create subcommittees, as needed.

Public Safety Communications Board

This board consists of agency administrators and elected officials from local governments throughout the region and is primarily responsible for executive level policy guidance and oversight for the regional 911 and interoperable communications systems. The overriding purpose of the board is to ensure these systems are a high quality; reliable method of interoperable communications available to all regional public safety personnel. It is the responsibility of the board to ensure that the 911 and regional communications systems meet the needs of and are financed equitably among participants.

The board is charged with administering the 911 Interlocal Cooperation Agreement, monitoring and auditing expenditures for 911 and public safety communication services, approving the annual budget for 9-1-1 and public safety communications systems, monitoring technical operation of the regional systems to include the network design and performance, selective routing and database management,
and ensuring the effective operation of the Regional 9-1-1 System. Membership classifications for the board are set by the committee by-laws.

**Public Safety Communications User’s Committee**

This committee is a sub-committee of the Public Safety Communications Board and is primarily composed of individuals responsible for the day-to-day operations of the various Public Safety Answering Points (PSAPs). This committee makes recommendations to the Public Safety Communications Board on matters such as budget, annual work plan, cost sharing, etc.

Membership classifications for this committee are set by the 9-1-1 Answering Point Agreement, which is part of the 9-1-1 Interlocal Agreement. Each answering point has one official (voting) member to the committee representing that PSAP. All PSAP personnel are encouraged to attend and participate in committee activities.

**Regional Interoperability Committee**

This committee is a sub-committee of the Public Safety Communications Board and is a technical working group representing public safety agencies throughout the area. Their responsibilities include recommending the regional communications interoperability plan and recommending enhancements for regional interoperability capabilities.

Membership is open to interested individuals representing public agencies that have a stake in the regional communications systems, as confirmed by the Public Safety Communications Users Committee.

911 Technical Committee

911 Peer Support Committee

911 Backup Committee

MSAG Coordinator’s Committee?
Article VI: COMMITTEES

Technical Committee

1. A Technical Committee will be formed to provide advice to the Management Council and the Public Safety Communications Board on technical aspects involving the design of the regional system, guidance on radios eligible to be used in the system, programming of radios for use in the system and infrastructure improvement or upgrade issues.

2. The Technical Committee will ensure that system loading is appropriate to protect local P-25 system investments. Local personnel from both host and user jurisdictions/agencies with an expertise in radio systems will be selected to serve on the committee. Additional resources may be utilized to support the committee’s technical analyses and to assist in representing the needs of smaller agencies desiring to use the system.

Subcommittee

1. An SOP (Standard Operating Procedures) Subcommittee of the Technical Committee will develop protocols and recommend policy to the Management Council by which dispatch centers communicate and monitor the regional network talk groups. The SOP Committee will recommend policies for talk group structures, ID structures and procedures for regional/state interoperability.

2. The SOP Committee will also develop requirements to ensure security for the network. The SOP Committee will also be involved in developing policies for the training and exercising of interoperable components of the system.

3. The SOP Committee will be comprised of administrative supervisors or commanders charged with drafting policies. This committee will work closely with the Technical Committee.

Users Committee

1. A Users Committee will be formed to provide a forum for all agencies using the regional system to discuss concerns and operational issues, identify training needs and recommend enhancements to improve their use of the regional system.

2. Each participating agency, including host agencies, using the system would appoint one representative to this committee.
**Article VII: Mid-America Regional Council**

1. The MARC Board of Directors is composed of local elected officials from the nine county region, including county commissioners, mayors and city council members. MARC will manage all funds and contracts on behalf of the region and is the legal entity for regional licenses, contracts and other legal documents. MARC will provide accounting and auditing services to support the regional radio system.

2. The Public Safety Communications Board is composed of local elected and appointed officials from the eight county Kansas City region. Originally formed to oversee the region’s 9-1-1 system, the PSCB’s role was expanded in 2006 to oversee regional interoperable communications investments. The Regional Homeland Security Coordinating Committee oversees the region’s investment of federal homeland security and health care emergency preparedness/response grant funds.

3. The PSCB and RHSCC will have roles in the oversight of the design and deployment of the regional radio system in those instances where the system uses regional resources such as the RAMBIS system or are using federal homeland security grant funds awarded to MARC on behalf of the region.

4. The Mid-America Regional Council will assist those local agencies willing to offer their P-25 systems for the regional system by entering into agreements with all participating users of the system. The agreements will outline responsibilities of users in return for defined use of the system. The agreements will outline a schedule for operations and maintenance charges for local users and determine how funds would be collected and dispersed.

5. Smaller agencies may be challenged to identify local resources to support the cost of P-25 compliant subscriber units. MARC will assist those agencies wherever possible.

**Metropolitan Regional Radio Management Council**

**Co-chairs:** Director Ellen Wernicke, Johnson County Emergency Communications and Major Dan Gates, Kansas City, Missouri Police Department

The MARRS Management Council provides policy guidance and oversight of the radio system to ensure that a high quality, reliable system is available to the metropolitan area, meets the needs of emergency response agencies and is financed equitably.
**Metropolitan Regional Radio User’s Committee**

**Co-chairs:** Deputy Chief Kevin Cauley, Leawood Police Department and Chief Chris Skinrood, Riverside Police Department

The Users Committee provides a forum for all agencies using the regional system to discuss concerns and operational issues, identify training needs, and recommend enhancements to improve their use of the regional system. Each participating agency using the system, including host agencies, appoints one representative to this committee.

**Metropolitan Regional Radio Technical Committee**

**Co-chairs:** Ed Brundage, Kansas City, Missouri, Police Department and Worth Hunsinger, Johnson County Emergency Communications Center

The Technical Committee provides advice to the Management Council and the Public Safety Communications Board on technical aspects involving the design of the regional system; guidance on radios eligible for use; programming of radios for use; and infrastructure improvement or upgrade issues.
WHOLE-OF-THE-COMMUNITY ENGAGEMENT COMMITTEE ORGANIZATION CHART

- PSC BOARD: PUBLIC SAFETY COMMUNICATIONS REGIONAL 9-1-1 SYSTEM
- MID-AMERICA LEPC: LOCAL EMERGENCY PLANNING COMMITTEE (INDUSTRY & PRIVATE SECTOR PARTNERS)
- HOAFC: HEART OF AMERICA FIRE CHIEFS
- MARRS MGMT. COUNCIL
- KCAMSC: KANSAS CITY AREA MARITIME SECURITY COMMITTEE
- KC METRO GIS: GEOGRAPHIC INFORMATION SYSTEMS
- CHIEFS & SHERIFFS: METRO POLICE CHIEFS AND SHERIFFS ASSOCIATION
- APWA: AMERICAN PUBLIC WORKS ASSOCIATION - KC METRO CHAPTER
- MOHAKCA: METROPOLITAN OFFICIAL HEALTH AGENCIES OF THE KANSAS CITY AREA
- RHSCC: REGIONAL HOMELAND SECURITY COORDINATING COMMITTEE
- KRMRC: KANSAS REGIONAL MEDICAL RESPONSE COLLABORATIVE
- RAPIO: REGIONAL ASSOCIATION OF PUBLIC INFORMATION OFFICERS
- MARCER: MID-AMERICA REGIONAL COUNCIL EMERGENCY RESCUE COMMITTEE
- MEMC: METROPOLITAN EMERGENCY MANAGERS COMMITTEE
- HOSPITALS COMMITTEE

○ - HEALTH CARE COALITION PARTICIPANT
○ - CCTA TASK FORCE PARTICIPANT

Updated January 2010
ISSUE

Commenco Support Billing and Maintenance Contract

BACKGROUND

MARC’s support contract with Commenco specifies the appropriate response for each PSAP based on position count. Requests made outside of the agreement can result in additional charges.

FINANCIAL IMPLICATIONS

None immediate, but potential impact to PSAPs

POLICY IMPLICATIONS

None

RECOMMENDATION

Informational purposes only; no formal action required.