NG9-1-1 Interoperability Oversight Commission
Conference Call
Wednesday, December 14, 2022
Minutes
(All Times Eastern)

- *Chair McMurrer called the meeting to order at 12:02pm.*

- *Chair McMurrer read the Conflict of Interest Policy to the Commission.*

- *Attendance is recorded in video conferencing software logs.*
    - In attendance (Six voting members required for quorum):
        - Steve McMurrer, Chair[1] (departed at 1:24pm)
        - Rick Blackwell, Vice Chair[1]
        - Dave Sehnert[1]
        - Jeff Wittek[1]
        - Ian Stephenson[1]
        - Maria Jacques[1]
        - Senator Cheryl Kagan[1]
        - John Holloway
        - Brian Tegtmeyer (departed at 1:54pm)
        - Brandon Abley (staff)
        - Brooks Shannon (staff) (departed at 1:55pm)
    - Absent:
        - Doug Cunningham[1]
        - Darlene Pankonie[1]
        - Steve O'Conor[1]
        - Etienne Robelin
        - David Furth
        - Dawn Manga

- *Approval of Minutes*
    - November Regular Meeting Minutes
        - Mr. Blackwell moves to approve.
        - Ms. Jaques seconds.
        - On a voice vote the **motion passes**.
- *Introduction of Senator Cheryl Kagan in appointment to the Vacant Elected Officials position*
    - Brief introduction provided by Sen. Kagan
        - Discussion of Maryland 911 initiatives
    - Brief introductions provided by each NIOC Commissioner
- *Updated NIOC Financial Model Discussion and Approval*
    - Proposal to move from reissuing the PCA root certificate every 3 years to every 2 years to provide additional time for participating entities to plan/transition to the new root certificate before the previous one expires
        - Background provided on the role of the PCA and root certificate process
    - This will have an impact on the NIOC operating costs of the PCA with more costs due to frequency change

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[1] Denotes NIOC voting member

- o Eonti clarified who is responsible for validation of users, such as ICAs
- o NIOC will issue certificates for ICAs, such as NG911 solution providers
- o Annual Fees per certificate will be passed on to those ICAs and not part of the annual fee paid to the NIOC
- o Mr. Holloway shared that DoD will be using its own PKI and will require interoperability with NENA's PKI via DoD's mission partner gateways
- o Per the NIOC Bylaws, financial model will be reviewed annually, likely in Aug/Sept timeframe
- o Mr. Blackwell **moves to approve the updated NIOC Financial Model;** Ms. Jacques seconds; Sen. Kagan abstains from the vote
- o On a voice vote, **the motion passes**
- ● *Committee Reports*
    - o *Mission Effectiveness*
        - ▪ No update
    - o *Certificate Policy / Validation Policy*
        - ▪ Seeking one more 911 Authorities to serve as an ICA
        - ▪ One service provider is eager to move forward. Determining if they should become a discrete or hosted ICA. A second service provider is also reviewing the ICA process with their PKI provider, KeyFactor. Security risks associated with their Certificate Policy.
        - ▪ Hopeful that the PCA root certificate can be issued in the first half of 2023
        - ▪ Subscriber terms in development
        - ▪ Subscriber application process to require two items
            - ● an attestation that they are having their service provider operate an ICA on their behalf
            - ● description of where end-entity certificates will be applied (e.g., NGCS, call handling workstations, agents, etc."
        - ▪ Onboarding documents need to be developed
        - ▪ Generic ICA CPS and Template CPS need to be developed
        - ▪ Launch production system tasks
            - ● Issue root certificate
            - ● Issue generic ICA certificate and agency certificates
            - ● ICA best practices document
- ● *Forest Guide Update*
    - o Implementation project underway with delivery date of September 13, 2023 of fully-operational production Forest Guide
    - o Continue to have software development requirements
    - o Technical workshops occurring with Intrado
    - o Asked Intrado pros/cons of moving to commercial cloud
    - o Remove the need for data rights management policy support in Forest Guide
    - o Other change orders may be required as we clarify requirements with Intrado
    - o Mr. Sehnert asked for the pros/cons of commercial v. govcloud.
        - ▪ Mr. Shannon to seek guidance from Intrado on 12/16 call
    - o Ms. Jacques expressed concern for potential security concerns with move from GovCloud
        - ▪ DoD - PHI or PII will have to be protected by a secure cloud solution
    - o Mr. Holloway stated that DoD, by law, is required to perform supply chain management assessment. The law became effective in October 2022.
        - ▪ All IT software/hardware needs to go through supply chain management screening.

- o *Chair McMurrer was excused to address work needs. Voting member quorum still in place. Vice Chair Blackwell led the meeting in his absence.*
- *NG9-1-1 Interoperability Task Force Update*
  - o The Task Force is actively seeking more volunteers
  - o Clarification that volunteers can be from any organization
  - o Targeting to provide an update at the 911 Goes to Washington
  - o NIOC is a founding member and Mr. McMurrer is the representative
- *Commissioner Concerns/Comments*
  - o Mr. Abley informed the Commission that the memorial service for Delaine Arnold is Saturday, January 14th, St. Petersburg Beach which is near the NENA Standards and Best Practices Conference being held in Tampa the following week.
  - o Sen. Kagan shared the news of the recent 988 outage and the need for default/failover service.
    - ▪ Discussion amongst commissioners on the importance of a resilient 988 service and interoperability with 911
- *Motion to Adjourn*
  - o Sen. Kagan moves to adjourn; Mr. Wittek seconds.
  - o On a voice vote the **motion passes.**
  - o Meeting adjourned at 1:59pm.