

NG9-1-1 Interoperability Oversight Commission
Conference Call
Wednesday, April 12, 2023
Minutes
(All Times Eastern)

- *Chair McMurrer called the meeting to order at 12:03pm.*
- *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, Chair¹
 - Rick Blackwell, Vice Chair¹
 - Dave Sehnert¹
 - Maria Jacques¹
 - Jeff Wittek¹
 - Darlene Pankonie¹
 - Doug Cunningham¹
 - Brian Tegtmeyer (departed at 1:01pm)
 - Ian Stephenson¹
 - Steve O’Conor¹ (joined at 12:06pm)
 - Senator Cheryl Kagan¹ (joined at 12:08pm)
 - Matthew Ambs (Dawn Manga’s delegate. Joined at 12:59 pm)
 - Brandon Abley (staff)
 - Brooks Shannon (staff)
 - Absent:
 - Etienne Robelin
 - John Holloway
 - David Furth
- *Approval of Minutes*
 - March Meeting Minutes
 - Mr. Blackwell moves to approve the March meeting minutes.
 - Mr. Wittek seconds.
 - On a voice vote the **motion passes**.
- *Officer Elections*
 - Officers can only hold office for 1-year at a time with a maximum of a 2-year term
 - Mr. Blackwell moves to keep existing officers intact for another year until April 2024
 - Ms. Jacques seconds
 - On a voice vote the **motion passes**.
- *Finances and Expenditures Update*
 - Moving forward, the NIOC budget report will be reviewed during regular meetings
 - NIOC Budget vs. Actual Report for the period of Oct ‘22 to Feb ‘23 was presented and reviewed

¹ Denotes NIOC voting member

- NIOC Bylaws call for a minimum of quarterly meetings
- **Committee Reports**
 - *Mission Effectiveness*
 - No update
 - *Certificate Policy / Validation Policy*
 - Continued work on production system launch
 - Issue Root Certificate
 - Issue Generic ICA Certificate and Agency Certificate
 - Issue at least one ICA Certificate and Agency Certificates
 - Working to find one or more 911 Authorities and/or NG911 service providers who can be our initial ICAs
 - Atos is working with a vendor partner for its Fairfax CHS project
 - Comtech is working with Eonti in evaluating the appropriate ICA for its operations
 - Others are assessing business impact and how best to proceed. These providers will have longer adoption timelines.
 - Root certificate will be issued in late April or early May '23; working with Eonti and DigiCert on scheduling the ceremony
 - PKI discussions with the DoD continue; CPS was shared with them on 3/7/23 with a review meeting scheduled for 4/14/23
 - Other important goals in progress:
 - Subscriber terms for the NIOC NG911 Interoperability Services (for base services as of now, with Forest Guide to come)
 - Onboarding documents
 - Generic ICA CPS (for the NIOC ICA)
 - Embarking on a mission to build awareness
 - Conference activities at NENA 2023 in Grapevine, TX
 - NIOC Booth
 - Conference Session - PCA/PKI Roundtable with Chad Brothers, Dave Sehnert, Oscar Marcia, Mike Nelson
 - Pre-conference webinar on May 8 to educate the audience on why PCA is needed
 - RFP language review activities
 - Seeking any RFP language that refers to the PCA and the Forest Guide
 - Will be asking for assistance from NASNA
 - NIOC “Seal of Approval” discussion
 - Qualified NIOC Subscriber (e.g., Atos in the Fairfax example)
 - Qualified NIOC PKI Service Provider (e.g., Eonti in the Fairfax example)
 - Mr. Sehnert offered that this is good marketing for the NIOC and consider changing “Qualified” to “Active”
 - Ms. Jacques asked if a participating service provider is a subscriber for one end customer, do they need to go through an evaluation process again?
 - Discussion identified that different states may have different security practices.
 - Mr. Tegtmeyer asked if it would be false advertisement if they use the PCA in some areas and not others?

- Mr. Cunningham pointed out that existing contracts will have limitations on scope and funding, so they may not be subscribers of the PCA, while newer contracts will be subscribers
 - Mr. Sehnert suggested that we have a publicly available registration page that lists which providers and 911 authorities that are covered by the PCA.
 - Post-Launch Activities on the Roadmap
 - Publish the ICA Best Practices and Template CPS
- **Forest Guide Update**
 - Intrado has what it needs to get started, working through questions and clarifications, as needed, through weekly calls
 - Intrado's Alternate Provisioning Method was reviewed and discussed
 - Purpose is to provide an interim solution until LoSTSync functionality is supported by NG911 solution providers
 - Coverage of an ECRF, so there should be low frequency of changes
 - Mr. Shannon and Mr. Abley believe that this is a reasonable solution and shared that there is concern that an interim solution could become permanent.
 - An interim solution is required to enable Forest Guide subscriptions in 2023 vs. waiting years for vendors to have LoSTSync available
 - Mr. O'Connor does not agree with this method. He is concerned that there would be no incentive to develop LoSTSync
 - Mr. Cunningham reminded the commissioners that an interim solution is a deliverable in our contract
 - Mr. Sehnert suggested that we limit the availability of the interim solution
 - Mr. Abley stated that there is a deadline for making LoSTSync available at which time we could then make the interim solution expire
 - Mr. Abley suggested that the standards conformance initiative or ICE could be means to drive LoSTSync
 - Mr. Cunningham pointed out that this discussion should only focus on the review and approval of the inter
 - After much discussion, Mr. Cunningham moves to approve the interim solution suggested by Intrado
 - Mr. Wittek seconds
 - Discussion on the logistics on how to limit availability of an interim solution and the NIOC agreed that this is a separate issue
 - Mr. O'Connor votes against the motion
 - Sen. Kagan abstains
 - On a voice vote the **motion passes**.
 - The NIOC entered Executive Session at 1:01pm
 - The NIOC exited Executive Session at 1:23pm
 - Mr. Blackwell motions to provide a redlined version of change order to Intrado
 - Mr. O'Connor seconds.
 - On a voice vote, the **motion passes**.
- **NG9-1-1 Interoperability Task Force Update**
 - Chairman McMurrer will lead, and Mr. Abley will support, a briefing to the Task Force on the role and functions of the NIOC and anticipate discussion within the Governance Committee if the NIOC is a viable solution for governing the initiative
 - The Task Force has suggested another meeting at the National NENA conference in June. This has yet to be confirmed.

- Mr. Blackwell stated that the NIOC should not take on additional responsibilities unless fully understood. Others expressed agreement.
- *Commissioner Concerns/Comments*
 - No commissioner concerns/comments
- *Motion to Adjourn*
 - Mr. Cunningham moves to adjourn; Mr. Wittek seconds
 - On a voice vote, the **motion passes**
 - Meeting adjourned at 1:32pm.

Attachment: NIOC Budget vs. Actual Report October 2022 through February 2023

3:02 PM

04/11/23

Accrual Basis

National Emergency Number Association (43) NIOC Budget vs. Actual October 2022 through February 2023

	43 NIOC			TOTAL		
	Oct '22 - Feb 23	Budget	% of Budget	Oct '22 - Feb 23	Budget	% of Budget
Ordinary Income/Expense						
Income						
4000 · Revenues						
4040 · Product Sales	0.00	68,015.00	0.0%	0.00	68,015.00	0.0%
Total 4000 · Revenues	0.00	68,015.00	0.0%	0.00	68,015.00	0.0%
Total Income	0.00	68,015.00	0.0%	0.00	68,015.00	0.0%
Gross Profit	0.00	68,015.00	0.0%	0.00	68,015.00	0.0%
Expense						
5000 · Expenses						
5005 · Advertising	0.00	8,000.00	0.0%	0.00	8,000.00	0.0%
5030 · Capital Expenditures	0.00	94,995.00	0.0%	0.00	94,995.00	0.0%
5050 · Contractors/Consultants	0.00	50,000.00	0.0%	0.00	50,000.00	0.0%
5055 · Depreciation & Amortization	0.00	24,200.00	0.0%	0.00	24,200.00	0.0%
5080 · IT Software/Hardware/Supplies	1,375.20	1,684.00	81.7%	1,375.20	1,684.00	81.7%
5110 · Postage & Shipping	0.00	1,000.00	0.0%	0.00	1,000.00	0.0%
5115 · Printing	0.00	2,000.00	0.0%	0.00	2,000.00	0.0%
5135 · Salaries	0.00	134,044.00	0.0%	0.00	134,044.00	0.0%
5145 · Subscriptions	0.00	25,300.00	0.0%	0.00	25,300.00	0.0%
5165 · Training, Education & Dev/	0.00	2,000.00	0.0%	0.00	2,000.00	0.0%
5170 · Travel, Meals & Incidentals	0.00	10,000.00	0.0%	0.00	10,000.00	0.0%
Total 5000 · Expenses	1,375.20	353,223.00	0.4%	1,375.20	353,223.00	0.4%
Total Expense	1,375.20	353,223.00	0.4%	1,375.20	353,223.00	0.4%
Net Ordinary Income	(1,375.20)	(285,208.00)	0.5%	(1,375.20)	(285,208.00)	0.5%
Net Income	(1,375.20)	(285,208.00)	0.5%	(1,375.20)	(285,208.00)	0.5%