

**NG9-1-1 Interoperability Oversight Commission**  
**Conference Call**  
**Wednesday, September 13, 2023**  
**Minutes**  
(All Times Eastern)

- *Chair McMurrer called the meeting to order at 12:00pm.*
- *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<sup>1</sup>
    - Rick Blackwell, Vice Chair<sup>1</sup>
    - Dave Sehnert<sup>1</sup>
    - Maria Jacques<sup>1</sup>
    - Jeff Wittek<sup>1</sup>
    - Doug Cunningham<sup>1</sup>
    - Ian Stephenson<sup>1</sup>
    - Senator Cheryl Kagan<sup>1</sup>
    - Matthew Ambs
    - Etienne Robelin
    - Dawn Magna (Departed at 12:57pm)
    - Brooks Shannon (staff)
    - Brandon Abley (staff)
  - Absent:
    - Darlene Pankonie<sup>1</sup>
    - Steve O’Conor<sup>1</sup>
    - Brian Tegtmeyer
    - David Furth
    - John Holloway
- *Approval of Minutes*
  - August Meeting Minutes
    - Mr. Cunningham moves to approve the August meeting minutes
    - Mr. Blackwell seconds
    - On a voice vote the **motion passes**
- *Financial Update*
  - Mr. Cunningham shared that there were no new expenditures in August; finances remain the same as was in July
  - Mr. Abley pointed out that we’ll have revenue by the end of the year from the Atos/Fairfax PCA subscription
- *Review of NIOC Financial Model Document*
  - Mr. Shannon suggested revisions to the financial model:

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<sup>1</sup> Denotes NIOC voting member

Updated the service cancellation policy to note that Forest Guide fees will not be refunded if service is cancelled during, and not at the end of, a yearly term. Additionally, if the NIOC Operating Expense Reserves grow to over 10% of revenue, a service credit will be issued to each subscriber at the beginning of the following fiscal year instead of a rebate.

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- Intent is to cover NIOC finances if subscribers exceed expectations and/or if subscriptions are canceled
- Eonti is handling the invoicing to PCA subscribers
  - Mr. Cunningham asked what are the checks and balances for ensuring Eonti invoicing/receivables are accurate?
    - Forest Guide subscription can only occur after subscription to the PCA. This process will be documented in the onboarding document.
- Mr. Cunningham motions to accept the changes to the Financial Model to the cancelation and rebate redlines shared with the NIOC and displayed above
  - Ms. Jacques seconds
  - On a voice vote, the **motion passes**
- ***Variance on Certificate Expiration Length for Forest Guide***
  - Mr. Abley explained that certificates should have an expiration/renewal period of 3 months. However, we should consider a variance to allow for certificates to expire at the end of the root certificate timeline (April '26)
    - This variability aligns with security industry practices
    - Mr. Ambs pointed out that internet certificate renewals are moving towards daily renewals
    - Mr. Cunningham asked about impact to hosted ICA models
      - Mr. Abley answered that whole chain must be automated for rapid renewals
      - DigiCert platform supports the automation of renewals
    - This change is allowed under the Certificate Policy, but not recommended
  - Mr. Sehnert moved to for a variance on certificate expiration length to have Forest Guide ECRF and LVF tree certificates to expire April 2026
    - Mr. Cunningham seconds
    - Discussion on the motion:
      - Mr. Cunningham asked if this motion we are allowing a variation to the certificate length, but not going to modify the language in the Certificate Policy (CP)
      - Mr. Wittek asked when we would need to modify the language in the CP?
        - Mr. Abley explained that when we need to require automation of renewals, then it would be an appropriate time to make updates
      - Mr. Abley shared that Certificate Practice Statement applies to any intermediary certificate authority and it can be more restrictive
      - Mr. Cunningham asked if a motion was required since a change to the CP was not required
        - Ultimately, it's inconsequential since it's allowed in the CP
      - Mr. Wittek suggested that this is informational for NIOC and a motion isn't required

- Mr. McMurrer shares that there is value in having these type of issues brought to the attention of the NIOC and reviewed for approval
    - Mr. Ambs believes that it should be brought to the attention of the NIOC, but doesn't rise to the level of changes to the CP
  - After the discussion, Mr. Sehnert removes his motion
- **Committee Reports**
  - **Mission Effectiveness**
    - No update
  - **PSAP Credentialing Agency Updates**
    - Eonti has assessed the findings of the difference with the DoD CP to the NIOC CP and NIOC is awaiting a response from Eonti on the differences
    - Not much momentum on the development of RFP requirements for the PCA
    - NENA is revising its RFP requirements document and will ensure that pertinent materials are incorporated into it
  - **Forest Guide Updates**
    - The NIOC has formally asked Intrado to postpone deployment of the Forest Guide due to conflict with the NENA i3 encryption algorithm for signing certificates for the Forest Guide
      - The NENA i3 architecture work group will need significant amount of time to determine the best solution and ratify it into standards
      - As a result, the NIOC has asked Intrado to temporarily suspend the requirement to digitally-sign Forest Guide submissions
      - Changes will be memorialized in a contract change order with Intrado
      - Mr. Ambs offered to support Mr. Abley in developing recommendations for optimal algorithms for the NENA i3 standard
    - Additional work for LoST Sync is expected after go-live
    - Two ESInets for testing the Forest Guide
      - Mr. McMurrer shared that there is a network to network interface established for interoperability between Motorola ESInet and AT&T ESInet in the National Capital Region, so this could be a potential option
      - Mr. Ambs suggested that solutions such as wireguard be considered for reverse proxy secured with PKI. These are Virtual Private Network solution over the internet.
- **NG911 Interoperability Task Force Updates**
  - No significant updates
  - Technical committee is reviewing test scripts
  - Governance committee is targeting to have its governance model complete by the end of the year
  - Finance committee is working to develop a sustainable financial model
- **Commission Member Announcements / Concerns**
  - Mr. Furth shared via email that he'll have to step back from his work on the NIOC due to other work commitments and he'll identify a suggested replacement for the FCC's NIOC Commissioner seat
  - Mr. Shannon shared that his last day at NENA is September 29, 2023. He will be staying in the industry in the GIS and NG911 space. He will share the employer name at a later date. Today is his last official NIOC meeting as a NENA employee.

- NENA will be backfilling his position where Mr. Blackwell and Ms. Jacques will support the candidate evaluation process. NENA hopes to have the position filled by January 2, 2024.
  - Mr. Abley will run point on NIOC work until the position is filled
- Sen. Kagan shared that z-axis and interoperability issues continue to be part of conversations that she participates in within the state of Maryland
- ***Motion to Adjourn***
  - Mr. Blackwell moves to adjourn; Mr. Sehnert seconds
  - On a voice vote, the **motion passes**
  - Meeting adjourned at 1:06pm