

NG9-1-1 Interoperability Oversight Commission
Conference Call
Wednesday, February 12, 2024
Minutes
(All Times Eastern)

- *Chair McMurrer called the meeting to order at 12:05pm.*
- *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 (joined at approximately 12:20pm)**
 - **Dave Sehnert¹**
 - **Darlene Pankonie¹**
 - **Jeff Wittek¹**
 - **Maria Jacques¹**
 - **Ian Stephenson¹**
 - **Steve O’Conor¹ (joined at approximately 12:15pm)**
 - **Matthew Ambs**
 - **Brandon Abley (staff)**
 - **Michelle Melancon (staff)**
 - Absent:
 - Doug Cunningham¹
 - Senator Cheryl Kagan¹
 - Etienne Robelin
 - Dawn Magna
 - John Holloway
 - Brian Tegtmeyer
 - FCC Representative
- *Approval of Minutes*
 - January Meeting Minutes
 - Mr. Wittek moves to approve the January meeting minutes
 - Ms. Pankonie seconds
 - On a voice vote the **motion passes**
- *Standing Committee Reports*
 - No discussion.
- *PCA Report*
 - Discussion of \$20,000 change order (see attachment at the end of minutes) for updating the digital signature protocol and interim provisioning approach. Both are transitional in nature and will help expedite adoption of the PCA.

¹ Denotes NIOC voting member

- LoST Sync is required to sync between LoST servers, but this is not active in the industry today and Intrado has offered an interim provisioning approach until the market is ready for LoST Sync.
- Total set up was budgeted as \$200,000; total spend to date has been approximately \$95,000 with a five year depreciation schedule when PCA goes into production.
- Functionality was tested/reviewed by Mr. Abley and Mr. Shannon when he was on staff in 2023 to satisfactory review.
- At some point in the future, changes will be required to retire the interim
- *Brief interruption for formal introduction of new NIOC Administrator, Michelle Melancon.*
- Mr. Wittek asked if a future change order should be expected when it is time to update to the new digital signature algorithm and LoST Sync. To which Mr. Abley confirmed it is expected that there will be a change order at that time.
- Mr. Sehnert asked for clarification that the encryption algorithm and LoST Sync were original requirements and the future change order will be more administrative versus a new set of scope. Mr. Abley stated that he cannot speak on behalf of the vendor, but he expects that there will be a change in encryption algorithm that will require additional development, but expected that it won't be extensive. LoST Sync was part of the original scope. Additional discussion to drive clarification.
- Mr. Ambs spoke about crypto agility requirements in Federal government SOWs for algorithms that should be pluggable and that as owners of the software have the ability to change algorithms as required by various systems to interoperate with. Mr. Ambs suggests that we need to be prepared for unforeseen changes in the future to be able to switch algorithms very quickly.
- Mr. Wittek expressed appreciation for the suggestion and asked that we carry this forward to Intrado and Mr. Abley asked for example contract language that we can share with Intrado.
- Chair McMurrer confirmed 90 calendar days for readiness after approval of the change order.
- **Motion on the floor**
 - Mr. O'Connor moves to approve the Intrado change order and send it to the NENA Board of Directors for approval.
 - Mr. Blackwell seconds.
 - Discussion about adding crypto agility language to be suggested by Mr. Ambs for flexibility in the future. General agreement that we'll share crypto agility language in a future change order.
 - Discussion about testing of algorithms in future NENA ICE events. Intrado is required to participate per our SOW.
 - On a voice vote, the **motion passes.**
- **Interoperability Program Manager Report**
 - Brittany Karpal is our new representative from the DoD
 - Continued discussions with OnStar
- **PCA**
 - Comtech is on-boarding soon.
 - Certificate Policy Changes
 - Will enable support for Federal Bridge and DoD participation
- **Financial Update**
 - Changes needed for more accurate financial reporting
 - Ms. Melancon will engage with Mr. Cunningham to streamline financial reporting

- Reconcile NENA accounting items with the NIOC budget
- These changes will provide for better insights to NIOC costs
- ***Commission Member Announcements / Concerns***
 - Chairman McMurrer reminded folks that nominations are open for new commission members.
 - Mr. Blackwell has informed the NENA DSC that he is ready for retirement so it is expected that the DSC will put forward a new candidate, but Mr. Blackwell will serve as long as required.
 - Mr. Wittek shared that it is likely that iCERT will bring forth a new candidate.
- ***Motion to Adjourn***
 - Mr. Blackwell moves to adjourn; Mr. Wittek seconds
 - On a voice vote, the **motion passes**
 - Meeting adjourned at 1:02pm

Intrado Change Order

1. Information

Customer Name	National Emergency Number Association, Inc.
Change Order Effective Date	Latest date signed below.
Underlying Agreement (“Agreement”)	National Emergency Number Assoc. NIOC Forest Guide Contract Version 5, effective July 13, 2022, as amended

2. Change to Services

Intrado Life & Safety, Inc. (“Intrado” or “Supplier”) will provide the following change to the current services (“Services”) under the Agreement.

- The requirement to digitally sign service mappings when provisioning data via Alternate Provisioning and the requirement to validate digital signatures in LoST Sync are removed.
- Supplier will allow service mappings to be provisioned via LoST Sync and Alternate Provisioning without digital signatures. This functionality is scheduled to be completed within 90 calendar days of the Change Order Effective Date.

In addition to the changes outlined above, the Parties acknowledge that a future update to the NENA i3 standard will reintroduce capabilities to support the draft encryption algorithm. However, as the scope of that future update is currently unknown, the Parties agree that an additional Change Order to the Agreement will be required after the publication of such standards. This additional Change Order will allow the Parties to agree upon the scope of the changes and to establish any associated fees, if applicable.

3. Fees

The following fees will apply to the change(s) described above:

Item	One-Time Fee (OTF)
Remove Digital Signature Requirement – Alternate Provisioning and LoST-Sync	\$20,000.00

The above OTF will be invoiced upon Acceptance. Acceptance will occur on the earliest of the following events: (1) Customer provides written notice of acceptance; (2) Services are used, or are capable of being used, by Customer in a live environment, or (3) three calendar days pass after Intrado’s notice of Services availability without receipt of a Customer notice of material defect.

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