

NG9-1-1 Interoperability Oversight Commission
Conference Call
Wednesday, May 14, 2025
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, Chair¹**
 - **Dave Sehnert¹**
 - **Amy McDowell¹**
 - **Jason Horning¹**
 - **Roger Marshall¹**
 - **Brooks Shannon¹**
 - **Bill Mertka¹ (Joined at 12:10pm)**
 - **Darlene Pankonie¹ (Joined at 12:13pm, dropped at 12:30pm; rejoined/dropped multiple times due to IT working on network issues)**
 - **Michelle Melancon (staff)**
 - **Joni Harvey (NHTSA alternate)**
 - Absent:
 - Ian Stephenson¹
 - Senator Cheryl Kagan¹
 - Etienne Robelin
 - John Holloway
 - Matthew Ambs
 - Brian Tegtmeyer
 - FCC Representative
 - Brandon Abley (staff)
 - Guest(s):
 - None
- *Approval of Minutes*
 - April Meeting Minutes
 - Ms. McDowell moved to approve the April meeting minutes
 - Mr. Marshall seconds
 - On a voice vote the **motion passes**
- *PCA Update & Discussion*
 - Ms. Melancon has created a Subscription Request Form for general on-boarding purposes for NIOC administration of potential

¹ Denotes NIOC voting member

- Feedback from NIOC membership was that it is appropriate and will be helpful for interest intake
 - Ms. Melancon will add the document to the NIOC website
- New pricing model ties agency fees to an agency's certificate
 - Should the NIOC annual fee be the same for each Tier?
 - Consideration should be taken that Tier 3 and beyond should be reduced fee
 - Fees would apply for state-level or local level subscriptions
 - Ms. Melancon will work with Commissioners to build out multiple scenarios and financial impact of each. This should provide clarity on real-life scenarios.
- ***Forest Guide Update & Discussion***
 - Intrado is on-boarding to its Tier 2 PCA
 - Intrado will participate in June ICE testing prior to the Annual NENA Conference
 - Anticipate several Forest Guide subscriptions will begin after successful testing and PCA on-boarding.
- ***Financial Update***
 - Operating on smaller budget this year, but expenses looking good thus far this FY
 - IT costs are getting close to budget
 - Maintenance fee has been paid to Eonti, but not yet hit the books
 - New PCA and Forest Guide subscriptions will add revenue to counter our expenses
- ***NIOC Bylaws***
 - Attendance challenges in the past have led to lack of quorum
 - Going forward, subscription approvals will require NIOC vote
 - Recommended updates include:
 - Alternate for voting positions
 - Do alternates need to be approved by the Board?
 - Expectations for Meeting Attendance
 - Mr. Horning shared that he does not feel alternates are a good fit for this Commission
 - Ms. McDowell and Mr. Sehnert concur
 - Mr. Horning makes a motion to take Alternates off the table for consideration
 - Mr. Shannon seconds the motion
 - On a voice vote the **motion passes**
 - The Commission will consider the attendance expectations at the next NIOC meeting
- ***Interoperability Task Force Discussion***
 - Mr. Horning believes that this initiative is important for validating NENA standards and proposes a subcommittee within the NIOC, but requires more discussion to determine if it can be managed within scope of the Commission
 - Chairman McMurrer, Mr. Horning, Mr. Mertka, Mr. Shannon, and Ms. Harvey volunteered to support the subcommittee
 - The subcommittee will meet to discuss the topic in greater detail
- ***Commission Member Announcements or Concerns***
 - Ms. Harvey shared that FY2025 Safe Streets For All funding is moving forward full steam ahead! Applications are due June 26, 2025. Approximately \$1B in funding is available for distribution. Much more flexible and easier than other grant programs.

Webinars are available on the [SS4A website](#). Examples of projects include CAD to CAD, Medical Protocols, and others tied to roadside medical response.

- Follow up from Joni included: the info below would be really helpful for the group regarding SS4A. An action plan in some form is required for SS4A grants. Applicants can create or modify one as part of their project, but an SS4A grant to develop one may already exist that covers their area. Applicants should check here first to see if one already exists, and they can then just work to be added to the plan. This is also from the SS4A website.
- How can I find out if my community is covered by a previous SS4A Action Plan award?
 - Please refer to the SS4A Cumulative Awards Map to find out if your area is covered by an existing SS4A grant to develop an Action Plan. In the informational popup for all awards mapped, the "Grant Type" section will indicate whether the award was to develop an Action Plan.
- ***Motion to Adjourn***
 - Ms. McDowell moved to adjourn. Mr. Sehnert seconds the motion.
 - On a voice vote, the **motion passes**
 - Meeting adjourned at 1:10pm

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ATTACHMENT: Budget Screenshot from Meeting

Expense Category	FY 2024 Budget	FY 2025 Budget	Difference 2024 to 2025	October	November	December	January	February	March	April	May	June	July	August	September	Remaining
Travel																
NIOC Commissioners & Staff	\$13,000.00	\$7,500.00	-\$5,500.00		\$503.93	\$734.71	\$60.18	\$246.20	\$0.00							5,954.98
Advertising																
Marketing	\$10,000.00	\$3,000.00	-\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							3,000.00
Industry Outreach and Education	\$2,500.00	\$0.00	-\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							0.00
Booth/Exhibit Furniture and Equipment	\$1,000.00	\$4,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							4,000.00
Booth Shipping Fees	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							500.00
Printing	\$1,233.00	\$1,200.00	-\$33.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							1,200.00
Education																
Continuing Education/Training	\$2,500.00	\$2,000.00	-\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							2,000.00
Technical Consulting																
Contingency for unexpected expenses	\$53,024.80	\$7,500.00	-\$45,524.80													7,500.00
Depreciation & Amortization																
Initial Cost of PCA Root Issuance and Hardware Security Modules (Depreciated Over 5 Years, Starting in FY 2023)	\$24,200.00	\$43,000.00	\$18,800.00		-\$1,582.58	-\$1,582.58	-\$1,582.58	-\$1,582.58	-\$1,582.58							35,357.10
IT																
Software/Hardware/Supplies/Subscriptions	\$3,109.00	\$2,000.00	-\$1,109.00													363.46
Miscellaneous IT Expenses	\$1,000.00					\$81.45	\$81.45	\$81.45	\$488.34							732.69
OnBoard Meeting Software	\$1,375.00			\$180.77	\$180.77	\$180.77	\$180.77	\$180.77	\$180.77							903.85
Website Hosting Fees	\$50.00															
Tier 1 Support Desk Licenses	\$684.00															