

**ENHANCED 9-1-1 COMMISSION MINUTES  
WEDNESDAY, JULY 12, 2006**

<b>PRESENT:</b>	Douglas Aiken, Chairman	NH Association of Fire Chief's
	Dan Linehan, Vice Chairman	NH Sheriffs Association
	Kathryn Bailey	NH Public Utilities Commission
	Jill Healy Wurm	Verizon
	George Valliere	NH Police Officer
	David Caron	NH Municipal Association
	Paul Szoc	NH Federation of Mutual Aids
	James Valiquet	NH Association of Police Chief's
	Deborah McKinney	NE Deaf & Hard of Hearing Services
	Richard Bernard	Public Member
	Robert Girard	US Cellular
	Brett Scholbe	Professional Firefighters of NH
<b>ABSENT:</b>	William Wood, Secretary	NH Div. of Fire Standards and Training & EMS
	Marc Violette	MCT Telecom
	Donald Hill	Commissioner, Dept. of Admin. Svs.
	Frederick Booth	NH Department of Safety
<b>OBSERVERS:</b>	Bruce G. Cheney, ENP	Director, NHBEC
	Peter A. DeNutte, ENP	Assistant Director, NHBEC
	Michael Geary, ENP	Training Manager, NHBEC
	Robert Brown	IT Manager, NHBEC
	Wesley Colby	Director of Administration, Dept of Safety
	Leland Willette	TDS Telecom
	Lesley Garey	Interpreter
	Shannon Gruney	Interpreter
	Jon Brooks	Training Coordinator
	Alan Davis	Operations Supervisor, NHBEC
	Douglas Patch	Orr & Reno
	Jayne Rayno	TDS Telecom
	Wanda Hemeon	Public Information Rep., NHBEC
	Kelley Noel	Administrative Supervisor, NHBEC

The E9-1-1 Commission (Commission) meeting held at the Richard Flynn NH Fire Academy, 222 Sheep Davis Road, Concord, NH was called to order at 11:17 a.m. by Chairman Douglas Aiken. Chairman Aiken introduced Commissioner Robert Girard of US Cellular to the

Commission members. Robert Girard is representing the wireless phone companies. Chairman Aiken then introduced Deborah McKinney of the Northeast Deaf and Hard of Hearing. Deborah McKinney represents the NH Disabled Community.

### **1. Approval of the minutes of the March 8, 2006 NH Enhanced 9-1-1 Commission Meeting**

**Chairman Aiken motioned for approval of the March 8, 2006 meeting minutes. Vice Chairman Linehan motioned to accept the minutes and Commissioner Bernard seconded the motion. Unanimously approved by those present and voting. Chairman Aiken called for a motion to accept the January 12, 2006 minutes. Commissioner Szoc motioned to accept the minutes and Commissioner Valliere seconded the motion. Unanimously approved by those present and voting.**

### **OLD BUSINESS**

#### **2. Director's Report**

##### **2. A Report of the FY06 Surcharge Receipts (Director of Administration Wesley Colby)**

###### **2. A.1 Discuss year to date expenditures and surcharge revenue**

Director Colby provided the appropriation report to the Commission on the closing of fiscal year 2006 which ended on June 30, 2006. An explanation was given on what each column meant and reported there was a need to make significant transfer of funds during the FY06 so the appropriation of funds would balance to make the budget work. Mr. Colby reported one half of Director Cheney's salary needed to be appropriated from the surplus; the purpose of this is the Director's salary is split between Emergency Management and Emergency Communications.

Mr. Colby explained funds needed to be transferred from one class to another to cover the overtime budget. There were funds taken from general funds to pay for the heat and electricity for the Laconia Facility. Mr. Colby expressed his concerns for the FY07 budget because there may not be enough funds to cover the heat and electricity even with the contribution from Lakes Region Mutual Aid for their monthly electricity budget. There was also a \$4,450.00 transfer to general services to cover the heat & light budget on 33 Hazen Drive, Concord, NH.

Mr. Colby explained there is a need to be concerned with the benefits portion of the budget because of the way the state uses a flat percentage rate of 44% to fund benefits and Bureau's benefits are higher because to the average salary is relatively low and most employees are in the family plan.

The in state travel needed additional funds to cover gasoline and repairs to the vehicles since the cost of gasoline is .80 higher now than it was a year ago.

Funds had been taken from Public Relations and ANI/ALI to cover additional transfers. There was a \$457,000.00 transfer to systems development to take care of an issue from 2003 as 9-1-1 left Administrative Services to the Department of Safety. Mr. Colby explained there were funds encumbered for TDS Corporation that were released at the end of 2003 which should have covered some invoices in 2003 and should have been reinstated in 2004; however, in the move to Safety this was overlooked. Mr. DeNutte explained to the Commission that the funds were to cover a contract the Bureau had with TDS to upgrade the 9-1-1 system for the Concord and Laconia Facility. Some of the funds were expended when Laconia was completed and the other portion wasn't expended. At the end of the year, Administrative Services had removed the remaining funds and unencumbered it which the Department of Safety should have re-encumbered the funds.

Vice Chairman Linehan asked if there were any other items that were overlooked when the transfer took place. Director Cheney explained there was to be an extension of the contract with Verizon but that didn't happen. Mr. Colby explained the Verizon bill has been paid without the funds being encumbered due to there not being a contract. Further explanation was made that when the Bureau's budget was drafted the Laconia Facility was to be opened and the database was to be turned over.

There was a discussion whether the budget will be affected when the new Concord Facility is opened.

