

STATEWIDE EMERGENCY COMMUNICATIONS BOARD

NG911 Committee

Wednesday, February 17, 2016 1:00 p.m.
HSEM State EOC, 445 Minnesota Street
Suite223, St. Paul

Conference Call*
Dial-in: 1-888-742-5095
Code: 4898249110

Chair: Darlene Pankonie
Video Conference Available –email Chair Pankonie

AGENDA

Call to Order
Approval of Agenda
Approval of Previous Meeting's Minutes

Action Items

ECN Reports

- NG911 GIS Project Report (Adam Iten)
- NG911 Network/Features (Dana Wahlberg)
- StatusBoard (Cathy Anderson)

Other Reports

- Industry Issues
 - RapidSOS application

New Business

- Blue Alert

Old Business

- Federal Engineering Survey
- SIP Conversion Standard

Regional Reports

- Northwest (Shafer/Wernberg)
- Northeast (Olson/Erickson)
- Central (Diehl/McPherson)
- South Central (Wallace/Reimers)
- Southeast (Betcher/Evers)
- Southwest (Westfield/Ebert)
- Metro (McPherson/Bowler)

Standing Committee Reports

- NG911 Best Practices Subcommittee (vacant)
- GIS Subcommittee (Iten)

Adjourn

**STATEWIDE EMERGENCY COMMUNICATIONS BOARD
NG911 COMMITTEE**

January 27, 2016

MEETING MINUTES

Attendance

Member/Alternate

Darlene Pankonie, Chair/ Capt. **Kathy Hughes**, MN SHERIFFS ASSN
Nancy Shafer/ **Beryl Wernberg**, NORTHWEST MINNESOTA
Steve Olson/ Patrice Erickson, NORTHEAST MINNESOTA
Judy Diehl/ **Tina McPherson**, Vice Chair, CENTRAL MINNESOTA
Wayne Betcher/ **Faith Evers**, SOUTHEAST MINNESOTA
Pat Wallace/**Peggy Reimers**, SOUTH CENTRAL MINNESOTA
Bonnie Westfield/Terri Ebert, SOUTHWEST MINNESOTA
Mary Borst/**Marion Larson**, MAA
Ross Tiegs/Vacant, MN CHIEFS OF POLICE
Tim Boyer/vacant, STATE PATROL
Matt Goodman/vacant, GIS
Dana Wahlberg/**Adam Iten**, ECN
Deb Harmon/ Vacant, TRIBAL PSAP
Christine McPherson /**Susan Bowler**, METRO MINNESOTA
Vacant/Vacant, MN FIRE CHIEFS

*Members attending are marked with yellow highlight.

Guests reporting:

Cathy Anderson, ECN
Carol-Linnea Salmon, ECN
Jacky Mines, ECN
Scott Wosje, Northland Business Systems
Mary Larson, Ambulance
Caitlin Pronell, Stevens County
Judy Siggerud, Ottertail County
Mike Beagle, Mission Critical
Mary Phillippi, Red River Regional Dispatch
Tom Egan, Douglas County
Pete Eggimann, MESB
Joel McCanly, Federal Engineering
Scott Wiggins, Federal Engineering
Brian Kyllonen

CALL TO ORDER

Vice Chair Tina McPherson calls the meeting to order at 1:07 p.m.

APPROVAL OF AGENDA

Beryl Wernberg moves to approve the agenda.

Kathy Hughes seconds.

Motion carries.

APPROVAL OF PREVIOUS MEETING'S MINUTES

Hughes moves to approve the November minutes.
Wernberg seconds.
Motion carries.

ECN Reports

NG911 GIS PROJECT REPORT (ADAM ITEN)

Adam Iten reviews a power point presentation, as submitted in the meeting materials. Iten reports on the 2015 project accomplishments. The scope of work was completed and regional project kick-off meetings were held. A request for information was sent out to PSAPs and a summary report was created with the RFI information. A GIS Subcommittee was formed. Two GIS Analysts were hired. A GIS Standards Workgroup was formed. Initial NG9-1-1 and GIS data collection and assessment was begun and statewide emergency service boundary data was compiled for the FirstNet project. The first issue of the project newsletter was produced. Development and repository servers were purchased.

Iten reviews the goals for 2016, which fall into four categories:

1) Data collection, assessment and preparation;

- Data readiness profiles and MSAG/GIS Synchronization project (beginning with the metro and NE regions)

2) GIS data workflow and repository;

- NG9-1-1 GIS Data Workflow Scope and Requirements
- Add PSAPs/counties to NG9-1-1 GIS repository (beginning with metro and NE regions)

3) MN NG9-1-1 GIS Standards;

- Developing GIS data requirements for NG9-1-1 in Minnesota
- Aligning with NENA standards and validate against similar standards
- Standards Workgroup working on version 1.0
- Stakeholder review of v.1.0

4) Communication plan

- ECN website
- Monthly:
 - project newsletter
 - GIS Subcommittee meeting
 - NG9-1-1 Committee meeting
 - SECB meeting
- Quarterly:
 - Regional PSAP/GIS meetings
 - Statewide Geospatial Advisory Council

NG911 NETWORK/FEATURES (DANA WAHLBERG)

Dana Wahlberg reports on five items:

- RFP
- E911 Annual Audit
- WERM rollout provisioning
- APCO website regarding apps
- Socialize the SIP guideline document

On the RFP, Wahlberg reports that best and final pricing was solicited right after the first of the year and that has come in. Wahlberg and Jackie Mines have an internal call later this afternoon with the team to review the best and final pricing submissions and tomorrow they have a follow-up call with the Department of Administration. After that, they should have a direction regarding awarding the RFP. If there is news she will send it out.

The E911 Annual Audit will be distributed early next week. Dave Denton is spearheading that this year. Wahlberg says the audit spreadsheet and the supplementary guide for allowable expenditures is user friendly and straight forward. Those will be out the beginning of next week and are due back completed on March 31, 2016. Call Wahlberg or Denton if you have an expense that you are not sure is eligible for E911 funds. Keep in mind if you have a surplus in your e911 there will be plenty of features and functionality coming up in the future that you may want to use it on.

The Wireless Emergency Routing Management (WERM) tool is officially on its final roll out. This is week four of an eighteen week rollout. Cathy Anderson of ECN and Gordy Chinander from MESB are working on this with Wahlberg. They will have a conference call on Friday to put in a date for the regional training for the regional and PSAP points of contact. Training will be rolled out in the next weeks. It will be a combination of WebEx and at least one on-site training in every region.

Wahlberg calls attention to a website that APCO has with information about industry Apps. The website has links to apps so that you can education yourselves about what is available in the marketplace. Wahlberg has had a conversation with Linda at Alex Tech about creating a training module regarding applications. The public is interested and also a number of emergency responder groups are looking at them and finding benefits and are also looking to the PSAPs to support them. We need to start education ourselves about them, looking at what value they have for the public and what value they have for emergency responders and how we as the PSAP community may or may not be able to support that.

Jackie Mines adds that there is some work being done with the FirstNet project by Televate to collect information about apps being used by public safety entities. At the Interop Conference there may be a breakout session about applications. They are looking to collect data and information. We highly encourage you to participate and more information will be forthcoming.

Wahlberg reports on SIP guidelines, which are still in draft form. The guidelines describe the tasks, the potential costs and the requirements of PSAPs that are looking to migrate from the CAMA environment to a direct SIP environment through their CPE. There are about a dozen PSAPs that have already migrated and several that migrated before we realized that there could be some potential security risks by continuing this migration without the presence of firewalls and without those firewalls being actively managed. For those PSAPs where we know there is a potential for a risk we have suspended any migration. Both IES and CenturyLink are actively encouraging PSAPs to migrate, however, and both have a lot of PSAPs in the cue.

We will have more follow up discussion on the SIP guidelines at the meeting next month but we thought it was important for you to have an opportunity to bring them back to your regions and discuss them and bring back any comments or questions. The challenge that we faced when we introduced this was who is going to manage the firewall. The firewall sits on the CPE side of the demark and the NextGen network provider feels that it is outside of the scope of their responsibility for managing. CPE managers disagree and suggest that it should be borne by the IT

staff in the PSAP. Clearly that is not our preferred option given the amount of IT support that we have across the state. Some PSAPs have very good IT support and some don't have any. We are now looking at perhaps going to a managed service contract that would take on that responsibility for the entire state. We need to take a look at this guideline document and determine if we agree that this solution will meet the needs of our PSAPs and will reassure those who have concerns about security.

Mike Beagle from Mission Critical adds to keep in mind that as the CPE evolves to meet community needs the footprint is also getting bigger. This is not only an attempt to help PSAPs understand that they can protect themselves at the SIP level but there are additional functions that will come down in the future that this will also help protect against.

Wahlberg points out the diagrams in the document and also the FAQ section. She encourages questions.

Pete Eggimann adds that as the PSAPs get tied together on IP networks and if or when there is an internet connection the risk isn't isolated to just your PSAPs. Today everything makes a u-turn through Intrado and they have firewalls but that is not always going to be the case. Furthermore, the NENA ESInet design standard, which hasn't been finalized yet, also will require firewalls at the edge of each PSAP.

STATUSBOARD (CATHY ANDERSON)

Cathy Anderson reviews the StatusBoard report, as submitted in the meeting materials. She reports that there were seven unscheduled outages in 2015 but there was still a 99.87 year-to-date availability. September was the worst month, when about four hours of StatusBoard time was lost. More recently it has been working fairly well. MNIT is planning to implement some performance changes to ensure that the uptime remains high. Anderson asks committee members to please be sure to give Anderson the most up-to-date contact information for StatusBoard notifications. Regional StatusBoard administrators met one time by phone in December. They are creating a wish list of StatusBoard updates. For example, one item on the wish list is a search feature. Anderson says to give any wish list ideas to the regional StatusBoard administrator.

NEW BUSINESS

FEDERAL ENGINEERING PRESENTATION

Wahlberg introduces Joel McCanly and Scott Wiggins from Federal Engineering. Federal Engineering has been contracted by the State of Minnesota DPS/ECN to provide a PSAP Lifecycle Assessment Report to find out what equipment PSAPs have today, what plans there are for replacing equipment and what the lifecycle of the new IP equipment will be. The legacy analog equipment lasted for fifteen or twenty years but in the future the life cycle is likely to be shorter. This study is being done to help understand the costs of running a PSAP now and in the future so that if we need to ask the legislature for funding we have substantiated documentation to support a funding request. Part of the assessment will be survey of PSAPs. The initial draft of the survey was included in the meeting materials. Wahlberg asks the committee to respond with feedback on what questions are missing and what information the committee would like to see included to help in planning.

Joel McCanly says the survey will be one source of information and the project will also utilize information that is routinely reported along with documentation that ECN keeps of a matter of practice. This will be part of a much larger look at cost, baseline technologies, where PSAPs are now, etc.

The survey right now is 95 questions, divided into sections. The beginning is what you would typically see—contact and other information about your agencies to make sure we have the most up-to-date information. Then the survey asks about operational metrics of the 911 center. Looking first at staffing and size, we ask you to try to categorize into small medium and large mainly because it drives cost—for forecasting and projecting. Also to

understand your staffing components –we’ve given breakdowns in the survey -- telecommunications, supervisors, admin staff, IT staff, what is your full time contingent and your part time contingent. Then we ask about personnel costs. We are mostly looking at salary. And how and where you get some of your other costs covered. We ask about your future plans. We spend a lot of time on training. We give you the opportunity to expand upon and provide the input that we are looking for. We ask some questions about Text-to-911 and your plans there. We ask which method are you planning to deploy and when are you planning to deploy it.

The rest of the survey is what technology you have in your 911 center. We ask about your Call Processing Equipment (CPE) -- who is the manufacturer, what make and model, software version, when you bought it, how many licenses you have, what your maintenance costs are, when you plan to upgrade or replace that system, etc. We are trying to understand where folks are and where they are trying to go and whether there is enough in the system to accommodate all of the updates that are pending. CPE is obviously an important component to that. We ask if your CPE is capable of handling direct SIP, etc. From there we ask about radio consoles, your CAD system, your logging system, your administrative phone system as it is integrated into your system. We also ask about early warning systems, early alert, emergency notification systems, and whether or not you have any connectivity with IPAWS.

Jackie Mines says we all know that the new technology is causing us to upgrade more quickly. PSAPs have usually saved up money that they have received from the E9-1-1 fund over time to make those commitments but if you are only getting \$20k a year and saving that up for a \$250k equipment --if your change out cycle is every ten years that is doable if it is every five years it’s not. If we want to make a plan to distribute additional dollars we are going to need some documentation that makes the case to legislators. That is the goal behind this.

Mines says we are trying to determine what the cost of running a PSAP is and what we expect future costs might be. This is meant to gather data we need to support the PSAPs. We are going to see the sheriff’s association tomorrow and are hoping for a letter in support to the sheriffs so they understand the goals of this survey.

Pete Eggmann asks about question number 93 which says please identify expenditures that are not covered by ECN funding for your PSAP.

Mines responds that the idea was to understand what else PSAPs would like the 911 funds to cover. In some states, personnel costs are covered, for example. What else do the PSAPs think should be covered by the 9-1-1 funds? We would like to compare it to what we’ve learned that other states spend their 911 funds on. Maybe we need to reword the question. Wahlberg suggests, “What expenditures do you have that are currently not eligible to be supported by 9-1-1 fees?”

Beryl Wernberg says if we would like to see the air cards we use to communicate with squad laptops paid for – could we put that in there? Mines says yes, that’s the kind of thing they are looking for.

Question about how to know what the cost might be for migration and other future expenditures. Wahlberg responds that it is sufficient to identify what you are using today and where you would like to go. If you have a quote from a vendor it would be helpful to include but if you do not know what the cost will be that is okay. Federal Engineering will figure out the cost estimates.

Discussion about Text-to-911 roll out and timelines for SIP migration. Wahlberg responds that we would like to have one or two PSAPs per region that can take those calls on behalf of the region until others are upgraded. Mines adds that it would be similar to when we rolled out wireless 911. First it went to some state patrol PSAPs and then when the county PSAPs were ready they took their calls back. Mines would anticipate there will be PSAPs that want to do it. She adds that the states that have deployed Text-to-911 have found that the texts are few and far between. That is how we will train the public to Text-to-911—call if you can, text if you must.

Wahlberg gives the example of Raleigh Durham, NC. Three months after they deployed they didn't think it was working because they hadn't received a single text and even today it is still sporadic. People still want to talk when they are in distress they don't want to text.

Mary Phillippi says her dispatch center is in process of getting their CPEs configured and is getting ready to take Text-to-911 for the state of North Dakota. This should happen beginning in the spring. She will be report to the committee about their experience.

Discussion about feedback on the survey. Decision that feedback is being solicited from committee members and to respond to Wahlberg by February 10.

Discussion about question number five on page three. Decision to clarify the question and eliminate questions five, six, seven and eight. Wahlberg says question four is meant to ask how many full-time telecommunicators you have, whatever duties they do in your PSAP. We want everybody counted. This includes all staff that answer phones or dispatch services in your PSAP.

Wernberg asks about question number three which asks the size of the PSAP. A small PSAP is four workstations or less, medium is five to fifteen and large is sixteen or more workstations.

Wernberg asks about number twelve on page four. This should report on what was paid in salaries for all PSAP staff. It can include overtime costs but should not include benefit costs. Discussion about whether this should be actual staffing versus what was authorized. Both responses would provide good information. Suggestion to ask about training and how many are completing training successfully. This relates to staffing costs.

Wahlberg entertains a motion to approve the PSAP Lifecycle Assessment Project with the caveat that the information will be combined with information from ECN and industry trends and that we are authorizing Federal Engineering to do an analysis that will help determine our needs and costs going forward.

Wernberg moves to approve the PSAP Lifecycle Assessment Project contingent upon the final approval of the survey by this committee.

Christine McPherson seconds the motion.

Motion carries.

McCanly thanks the committee for its feedback and welcomes further input going forward.

NG911 POWER POINT TEMPLATES

Mines introduces the NG911 Power point templates, as presented in the meeting materials. The templates are part of an overall branding of the SECB to help differentiate the work of the board and its committees from the ECN and other state entities. The Steering Committee created an Education and Outreach Committee that is working on branding the SECB and that committee created power point templates for each of the committees. These can be used by anyone for NG911 presentations and they are posted on the NG911 page of the SECB/ECN website.

2015 ATTENDANCE

Carol Salmon reports that attendance for the previous year is presented in January for the committee's information and to show where there might be vacancies or representatives who have been unable to participate. The roster is also attached. Please let her know of any inaccuracies.

OLD BUSINESS

STANDING COMMITTEE REPORTS

REGIONAL REPORTS

Northwest (Shafer/Wernberg)

Beryl Wernberg reports that the region is working on the grant process and participation plans.

Northeast (Olson/Erickson)

No report.

Central (Diehl/ McPherson)

Tina McPherson reports that the region had a great turnout at its last meeting. Wahlberg was on the call and provided helpful information.

South Central (Wallace/Reimers)

Peggy Reimers reports that the region met and discussed apps and compared notes between the counties with what the dispatchers are experiencing. They also talked about the StatusBoard wish list.

Southeast (Betcher/Evers)

No report.

Southwest (Westfield/Ebert)

Bonnie Westfield reports that there will be a meeting tomorrow with the state patrol, which is something the region does quarterly.

Metro (McPherson/Bowler)

Pete Eggimann reports that the metro PSAPs would like to have minimum training standards for telecommunicators. The 911 TOC has a workgroup called the PSAP roundtable and a lot of their work has involved training. Eggimann has approached that group to identify the curriculum items that they are teaching their new hires. That list of curriculum items could become a minimum standard. The goal is to create consistency in how calls are handled in the metro.

Anderson says that is different from the ARMER dispatch training standard. She says to let your supervisors know about that standard because it is what you need to do to train your dispatchers. She will send it out.

NG911 BEST PRACTICES SUBCOMMITTEE (TINA MCPHERSON)

Wahlberg asks about the status of the work on call taking standards. Tina McPherson responds that the work was put on hold while the NENA standards were being updated. Christine McPherson adds that she and Chair Pankonie and Mary Borst are on the NENA committee working on the new call processing standard. The standard was supposed to be finished in September. She will find out next week what the status is.

Wahlberg reports that this workgroup typically meets in the morning and that does not work with Tina McPherson's work schedule so we are looking for another person to chair the this subcommittee. Please let Wahlberg or Chair Pankonie know if you are interested and please put out a plea to your regions for a volunteer.

Cathy Anderson says if she does not hear from anyone she will try to set up a meeting fairly soon to resurrect what has been worked on so far.

Meeting adjourns at 3:01 p.m.



Next Generation 9-1-1 GIS Project

**NG9-1-1 Committee
Project Update
February 17, 2016**

**Presenter:
Adam Iten, Project Manager**

- 2016 Goals
 - GIS Data Collection, Assessment, and Preparation
 - GIS Data Workflow and Repository
 - MN NG9-1-1 GIS Data Standards
 - Communication Plan

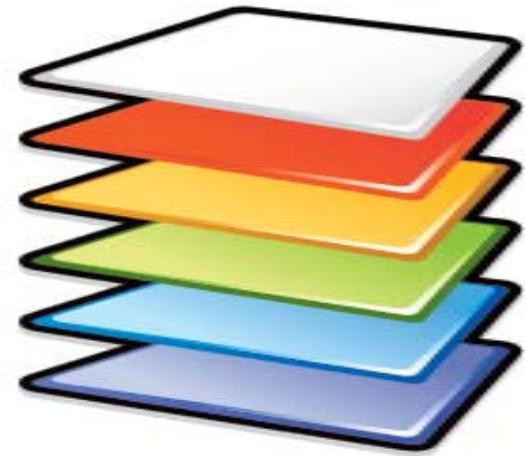
GIS Data Collection, Assessment, and Preparation

- Required GIS Data

- Street centerlines with address ranges
- Address points
- Public Safety Answering Point (PSAP) boundaries
- Emergency Service boundaries
 - Fire
 - Law Enforcement
 - Emergency Medical Service
- Data maintenance boundaries

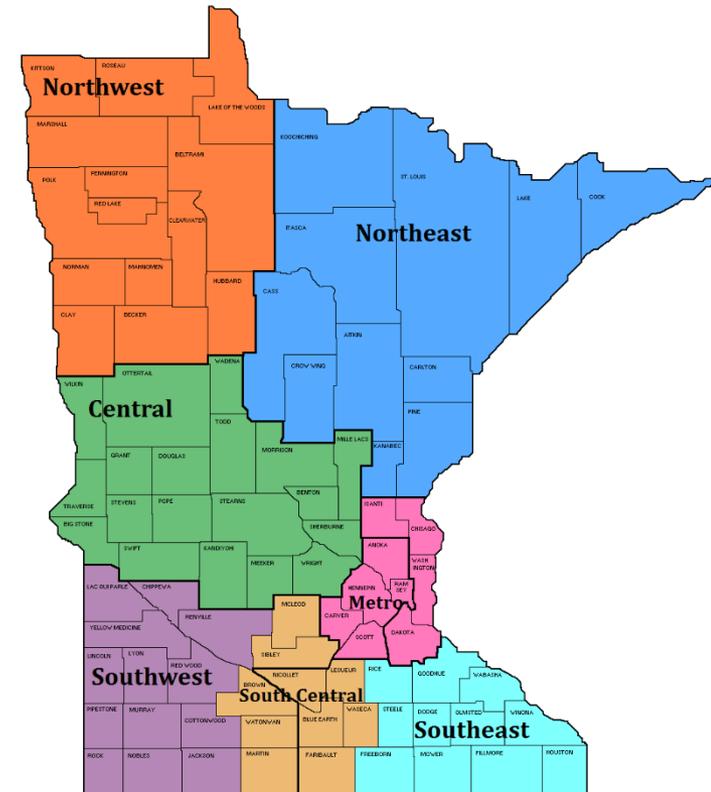
- Required 9-1-1 Data

- Master Street Address Guide (MSAG)
- Automatic Location Information (ALI)
- English Language Translation (ELT)



GIS Data Collection, Assessment, and Preparation

- Data Readiness Profiles
 - Currently working on NE Region
 - Complete Metro and NE – Q2 CY16
 - Complete all regions – Q4 CY16
- MSAG/GIS Synchronization Project
 - Metro – ongoing with MESB
 - NE – begin Q2 CY16
 - Remaining regions – begin Q3 CY16



GIS Data Workflow and Repository

- NG9-1-1 GIS Data Workflow Scope and Requirements
 - Data uploads and portal – Q2 CY16
 - Normalization – Q2 CY16
 - Validation – Q2 CY16
 - Aggregation – begin Q3 CY16
 - Provision ECRF/LVF – begin Q3/Q4 CY16
- Add PSAPs/counties to NG9-1-1 GIS repository
 - Metro region
 - Centerlines – Q1 CY16
 - Remaining GIS data – begin Q3 CY16
 - NE region – begin Q2 CY16
 - Remaining regions – TBD



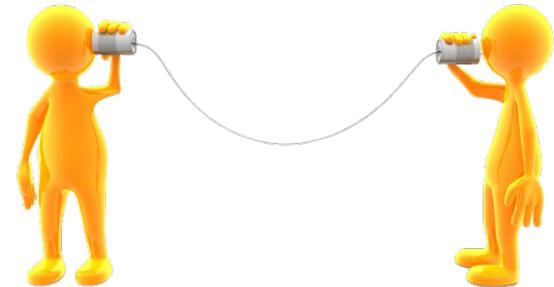
MN NG9-1-1 GIS Standards



- Developing GIS data requirements for NG9-1-1 in Minnesota
- Aligning with NENA standards and validate against similar standards
 - Other states (IA, KS, ND, TN, TX) and MRCC
- Standards Workgroup working on Version 1.0
- Stakeholder review of v1.0 – **starting late February 2016**
 - Metropolitan Emergency Services Board (MESB)
 - GIS Subcommittee and stakeholders
 - NG9-1-1 Committee and PSAP stakeholders

- Stakeholder approval of v1.0 – **Q3 CY16**
 - Metropolitan Emergency Services Board (MESB)
 - GIS Subcommittee
 - NG9-1-1 Committee
 - Statewide Emergency Communications Board (SECB)
 - Statewide Geospatial Advisory Council (SGAC)
 - MN Information Technology Agency (MNIT)

- ECN website
 - Project newsletter - **Issue #2 to be distributed soon!**
- Monthly
 - GIS Subcommittee meeting
 - **Next meeting: Thursday, March 10 at 2pm**
 - NG9-1-1 Committee meeting
 - SECB meeting
- Quarterly
 - Regional PSAP/GIS meetings
 - Statewide Geospatial Advisory Council



Thank You!



Adam Iten, Project Manager

Adam.Iten@state.mn.us

651-201-7559



Minnesota NG9-1-1 GIS News

February, 2016

Issue #2

In This Issue:

- 2015 In Review
- 2016 Goals
- FirstNet Support - Update
- NG9-1-1 GIS Standards - update
- MSAG/GIS Data Synchronization
- Upcoming Events
- Neighboring States

Useful Links:

DPS/ECN

Minnesota Department of Public Safety – Emergency Communications Networks

MnGeo

Minnesota Geospatial Information Office

SECB

State Emergency Communications Board

NENA

National Emergency Number Association

FirstNet

First Responder Network Authority

Contact Us:

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or 651-201-7559

2015 In Review

With the transition to a new year underway, it is fitting that we take a moment and look back at work accomplished in 2015 and examine what lies ahead for 2016.

Although work to advance Minnesota’s NG9-1-1 program has been underway for several years, 2015 saw significant strides forward beginning with the establishment of a formal partnership between the Minnesota Department of Public Safety, Emergency Communication Networks division (DPS-ECN) and Minnesota’s Information Technology Agency (MNIT), Minnesota Geospatial Information Office (MnGeo). Over the next three years MnGeo will provide GIS support – oversight, coordination and technical, for the program. Additional accomplishments in calendar year 2015 included:

Q1 CY15

- Hiring Adam Iten as MN.IT’s NG9-1-1 Project Manager
- Completing a project Scope of Work

Q2 CY15

- Holding eight regional project kickoff meetings across the state
- Completing a [Request for Information \(RFI\)](#) from 104 public safety answering points (PSAPs) in the state’s 87 counties, covering 86,939 square miles. The RFI sought to assess the GIS capabilities, software and data currently being used - or needed but not currently available - to support daily E9-1-1 workflows. The RFI also attempted to identify each PSAP’s GIS data issues and data sharing considerations.
- Forming a [NG9-1-1 GIS Subcommittee](#)
- Defining roles and responsibilities between DPS-ECN, MnGeo and the [Metropolitan Emergency Services Board \(MESB\)](#) to effectively support the nine-county Twin Cities metropolitan area in the application of NG9-1-1 GIS datasets/technology.

Q3 CY15

- Completing a [RFI Summary Report](#)
- MnGeo’s hiring of two GIS Analysts for the project
- Forming a GIS Standards Workgroup
- Completing the initial, statewide NG9-1-1 GIS data collection and assessment
- Delivering geospatial statewide emergency service boundaries for the FirstNet project

Q4 CY15

- Producing [Issue #1 of the NG9-1-1 Project Newsletter](#)
- Purchasing “development” and “repository servers” to host geospatial data created by counties and PSAPS

2016 Goals

The next 12 months will be both challenging and exciting for the NG9-1-1 program. We have a very ambitious set of goals we would like to meet that involve the participation of many of the state’s PSAPs, the MESB, and county GIS staff; particularly in the Twin Cities metropolitan area and northeastern Minnesota – our pilot areas. Our goals for calendar year 2016 include:

Q1 CY16

- An expanded data collection, assessment, and preparation effort. This includes collecting and evaluating updated street centerlines, address points and PSAP boundaries as well as Master Street Address Guide (MSAG), Automatic Location Information (ALI) and English Language Translation (ELT) tabular data.

Q2 CY16 – Q4 CY16

- Completing data readiness profiles for our pilot areas by Q2 CY16, and for the balance of the state by Q4 CY16. In addition to the information we collected through the RFI’s, the data readiness profiles will provide us with detailed information such as: How many MSAG entries existed in a county as of Q4 2015? How many MSAGs use Postal Standard Suffix Abbreviations? What is the number of unique MSAG street names that exist in the county? Who are the addressing authorities in the county?
- Continue to support the MSAG/GIS synchronization project being coordinated by the MESB in the Twin Cities metro area. This will involve a great deal of collaboration with MESB and the metro counties. We will begin synchronization work in northeastern Minnesota in Q2 CY16. For the remaining regions in the state we will begin this work in Q3 CY16. See the article [below](#) for details.
- Continue work to define NG9-1-1 GIS data workflow scope and requirements. This includes:
 - Testing data uploads and MnGeo NG9-1-1 data portal – Q2 CY16
 - Defining and testing data normalization routines – Q2 CY16
 - Defining and testing data validation processes – Q2 CY16
 - Defining and testing data aggregation processes – begin Q3 CY16
 - Test the provisioning of the Emergency Call Routing Function (ECRF)/Location Validation Function (LVF) – begin Q3/Q4 CY16
- Adding PSAPs/counties to NG9-1-1 GIS repository:
 - For the Metro region add road centerlines – Q1 CY16 with remaining GIS data beginning Q3 CY16
 - For the northeast region – begin in Q2 CY16
- Continue to develop Minnesota’s NG9-1-1 GIS standards. This effort includes:
 - Developing GIS data requirements for NG9-1-1 in Minnesota
 - Aligning with [National Emergency Number Association \(NENA\)](#) standards and validate against similar standards including those in other states (IA, KS, ND, TN, TX) and the MRCC
 - Soliciting stakeholder review of v1.0 – starting Q1 CY16. Standards will be vetted by the MESB, GIS Subcommittee and other stakeholders including the NG9-1-1 Committee and PSAP stakeholders.
 - Soliciting stakeholder approval of v1.0 – Q3 CY16. Final approval by MESB, GIS Subcommittee, NG9-1-1 Committee, Statewide Emergency Communications Board (SECB) and MN.IT’s [Minnesota Statewide Geospatial Advisory Council](#).

See the article [below](#) for a status report on the Standards Committee.

We look forward to working with the NG9-1-1 community in this busy year ahead. Thank you!

Jackie Mines, Director DPS-ECN

FirstNet Support - Update

FirstNet's (First Responder Network Authority) responsibility is to build, operate and maintain the first high-speed, nationwide wireless broadband network dedicated solely to public safety. It will provide a single, interoperable platform for emergency and daily public safety communications.

DPS-ECN and MnGeo recently delivered important geospatial data layers to Minnesota's FirstNet contractor. Uploaded from local government (county, city and tribal) sources, these data were carefully reviewed before being merged to create a single statewide GIS dataset. Data layers included PSAP and emergency services boundaries for law, fire, and emergency medical service areas in Minnesota. First Responder and Rescue service area boundaries were also reviewed - if they existed. Only one county and tribal government did not provide the state with data.

FirstNet's contractor will link attribute information to the spatial data to document areas in the state that are the highest priority for first responders - typically highly populated areas, and areas where broadband coverage is not available today from commercial providers. This work will help guide FirstNet and state officials when building out the communications infrastructure needed to support first responders.

Although intended for the FirstNet program, the GIS data collected by DPS-ECN and MnGeo will prove useful for NG9-1-1. This was the first time that local Emergency Service Zone (ESZ) data was processed and combined into a statewide coverage. It is clear from this effort that this foundational data will require additional work before it can be incorporated in the NG9-1-1 effort. For example, ESZ boundary inconsistencies, i.e. buildings being "cut in half" (Figure 1) or gaps (yellow area) in service areas (Figure 2) must be resolved. This will require a great deal of cooperation and coordination between state, regional, county, PSAP and local officials.



Figure 1: Buildings Split by ESZ

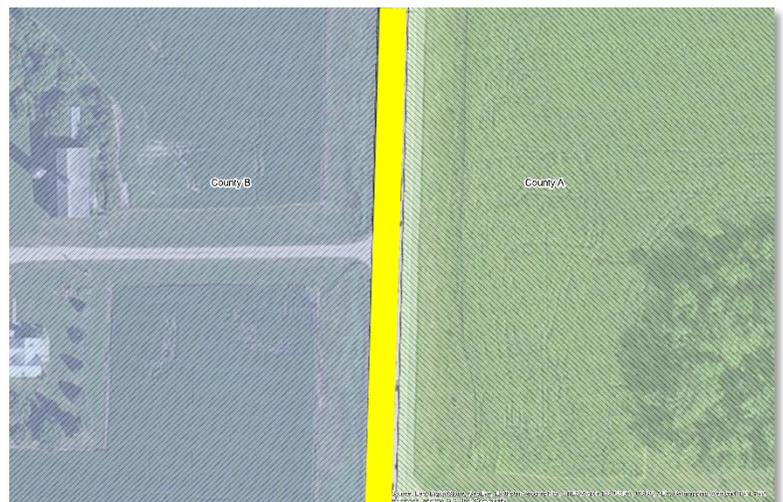


Figure 2: ESZ Gap Between Counties

NG9-1-1 GIS Standards - Update

The Minnesota NG9-1-1 GIS Standards Workgroup has been working industriously over the past month to develop and recommend geospatial standards needed to integrate locally collected and maintained GIS data into statewide layers deemed critical for the ECRF and LVF of NG9-1-1. These layers include road centerlines, site/structure address points, PSAP boundaries, emergency service boundaries (law, fire, emergency medical service, first response, and rescue) and NG9-1-1 GIS data maintenance authority boundaries. Before local GIS data can take on these critical roles in Minnesota's NG9-1-1 system, certain criteria must first be considered. For example: What existing GIS data

can be used? Does existing GIS data meet minimum accuracy requirements for NG9-1-1? What standard schema should be followed?

Supported by DPS-ECN and MnGeo staff, the GIS Standards Workgroup has been assessing several well established but evolving set of standards, beginning with those prepared by the NENA. They have also reviewed standards proposed by the [Federal Geographic Data Committee \(FGDC\)](#), several other states including Iowa, Kansas, Texas, Tennessee and North Dakota, and those standards of the [Metropolitan Regional Centerline Collaborative \(MRCC\)](#) - a joint effort by nine counties in the Twin Cities metropolitan area to create a seamless, regional street centerline GIS dataset that will support NG9-1-1. Each set of standards are evaluated and a determination is made as to which can be used “as-is” and which may require modification to meet Minnesota’s needs. Attribute fields are also compared across all sources and their commonalities noted (Figure 3).

Figure 3: NG9-1-1 Field Comparisons

MINNESOTA			NENA Road Centerlines Data Model			MRCC Local Centerline Model			IOWA		
Descriptive Name	Field Name	Type	NENA Descriptive Name	Field Name	Type	Field	M/C/O	Type	Field	M/C/O	Type
Source of Data	SOURCE	A	Source of Data	Source	A	SOURCE	M	A	SOURCE	M	A
Date Updated	EDITED_DT	D	Date Updated	Updated	D	EDITED_DT	M	D	UPDATED	M	D
Effective Date	ACT_DATE	D	Effective Date	Effective	D	ACT_DATE	M	D	EFF_DATE	M	D
Expiration Date	RET_DATE	D	Expiration Date	Expire	D	RET_DATE	M	D	EXP_DATE	O	D
RCL_Unique_ID	UNIQUE_ID	A	Road Centerline NGUID	RCL_NGUID	A	UNIQUE_ID	M	A	RCL_LUID	M	A
Country Left	COUNTRY_L	A	Country Left	Country_L	A	n/a			COUNTRY	M	A
Country Right	COUNTRY_R	A	Country Right	Country_R	A	n/a			n/a		
State Left	STATE_L	A	State Left	State_L	A	STATE_L	M	A	STATE_L	M	A
State Right	STATE_R	A	State Right	State_R	A	STATE_R	M	A	STATE_R	M	A
County Left	COUNTY_L	A	County Left	County_L	A	COUNTY_L	M	A	COUNTY_L	M	A
County Right	COUNTY_R	A	County Right	County_R	A	COUNTY_R	M	A	COUNTY_R	M	A
ADDCODE Left	ADDCODE_L	A	Additional Code Left	AddCode_L	A	n/a			n/a		
ADDCODE Right	ADDCODE_R	A	Additional Code Right	AddCode_R	A	n/a			n/a		
Municipality Left	CITY_L	A	Incorporated Municipality Left	IncMuni_L	A	CITY_L	M	A	INC_MUNI_L	M	A
Municipality Right	CITY_R	A	Incorporated Municipality Right	IncMuni_R	A	CITY_R	M	A	INC_MUNI_R	M	A
Unincorporated Community Left		A	Unincorporated Community Left	UnincCom_L	A	n/a			UN_COMM_L	C	A
Unincorporated Community Right		A	Unincorporated Community Right	UnincCom_R	A	n/a			UN_COMM_R	C	A
Neighborhood Community Left		A	Neighborhood Community Left	NbrhdCom_L	A	n/a			NGHBD_L	O	A
Neighborhood Community Right		A	Neighborhood Community Right	NbrhdCom_R	A	n/a			NGHBD_R	O	A
Left Address Number Prefix		A	Left Address Number Prefix	AdNumPre_L	A	n/a			ADD_PFX_L	C	A
Right Address Number Prefix		A	Right Address Number Prefix	AdNumPre_R	A	n/a			ADD_PFX_R	C	A
Left FROM Address	ADR_FR_L	N	Left FROM Address	FromAddr_L	N	ADR_FR_L	M	N	L_FROM_ADD	M	N
Left TO Address	ADR_TO_L	N	Left TO Address	ToAddr_L	N	ADR_TO_L	M	N	L_TO_ADD	M	N
Right FROM Address	ADR_FR_R	N	Right FROM Address	FromAddr_R	N	ADR_FR_R	M	N	R_FROM_ADD	M	N
Right TO Address	ADR_TO_R	N	Right TO Address	ToAddr_R	N	ADR_TO_R	M	N	R_TO_ADD	M	N
Parity Left	PARITY_L	A	Parity Left	Parity_L	A	PARITY_L	M	A	PARITY_L	M	A
Parity Right	PARITY_R	A	Parity Right	Parity_R	A	PARITY_R	M	A	PARITY_R	M	A

By early March, it is anticipated that the workgroup’s *draft* recommendations will be complete and ready to be vetted by the [Metropolitan Emergency Services Board \(MESB\)](#), NG9-1-1 GIS Subcommittee, NG9-1-1 Committee and SECB. Formal approval by the [Minnesota Statewide Geospatial Advisory Council](#) may not occur until mid-2016.

MSAG/GIS Data Synchronization

Having completed the delivery of GIS data to the Minnesota’s FirstNet contractor ([see above](#)), DPS-ECN and MnGeo staff are now focused on supporting the MESB, Twin Cities area PSAPs, and local GIS agencies in their efforts to synchronize addresses, street names and associated Emergency Service Numbers (ESN) between their GIS data (streets, address points, and polygons) and their 9-1-1 MSAG and ALI databases. This is one of many processes that must be completed before the geospatial data can be used for call routing. MESB is assisting DPS-ECN and MnGeo staff by sharing the processes and procedures they are using to achieve successful synchronization. In turn, DPS-ECN and MnGeo are documenting these processes and workflows with the intention of using them throughout the state. In collaboration with MESB, MnGeo staff are also assisting Washington County with its synchronization process, starting first with the street name validation.

DPS-ECN and MnGeo staff have also begun working with several counties and PSAPs in the northeastern part of the state. Lake, Cook and St. Louis counties have delivered to MnGeo updated road centerlines, address points and associated data which the MnGeo staff are currently assessing.

Upcoming Events

Notable upcoming DPS-ECN NG9-1-1 events:

- ❖ February 17, 2016: NG9-1-1 Committee Meeting
- ❖ February 25, 2016: SECB Meeting
- ❖ March 2, 2016 : Statewide Geospatial Advisory Council
- ❖ March 10, 2016: NG9-1-1 GIS Subcommittee Meeting
- ❖ March 16, 2016: NG9-1-1 Committee Meeting
- ❖ March 21-24, 2016: Minnesota Sheriff's Association/APCO/NENA Conference
- ❖ March 24, 2016: SECB Meeting
- ❖ April 25-26, 2016: Public Safety Interoperability Conference (DPS-ECN's Adam Iten will be presenting)

Neighboring States

For more information about NG9-1-1 efforts in the states surrounding Minnesota, visit:

[Iowa Enhanced 9-1-1](#)

[North Dakota ND911](#)

[South Dakota 9-1-1](#)

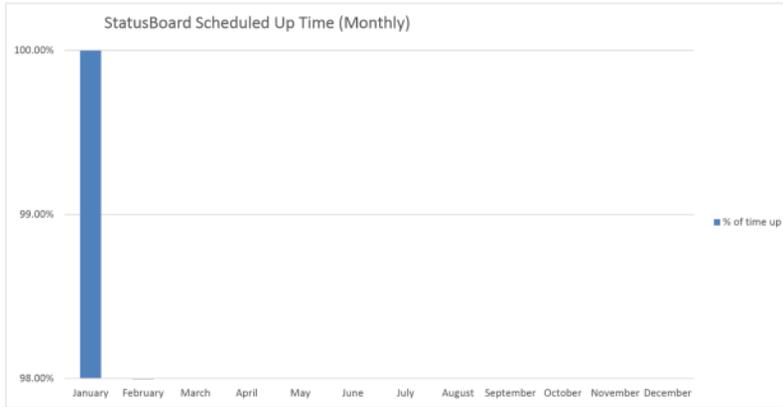
If you have a news item pertaining to NG9-1-1 that you would like to share in future publications of this newsletter, please contact:

Adam Iten, NG9-1-1 Project Manager

adam.iten@state.mn.us

Or 651-201-7559

StatusBoard Unscheduled Down Time								
Date	Time Down Military Time	Time Up Military Time	Total Unscheduled Down Time HH:MM	Scheduled Availability HRS	Actual Availability HRS/MIN	% of time up	Cause	Actions



StatusBoard CY 2016

	Total Hours Month	Total hours SCHEDULED MAINTENANCE Tues. 0900 - 1100 Wed. 1900 - 2300	Total Hours SCHEDULED Availability	Actual Duration of maintenance Rounded up to nearest hour	Total hours available AFTER scheduled maintenance	UNSCHEDULED OUTAGES Rounded up to nearest hour	TOTAL HOURS AVAILABLE	YTD Availability
January*	744	24	720	0	744	0	744	100.00%
February**	696	24	672					
March	744	30	714					
April	720	24	696					
May	744	28	716					
June	720	26	694					
July	744	24	720					
August***	744	30	714					
September****	720	24	696					
October	744	24	720					
November	720	30	690					
December	744	24	720					

MINNESOTA BLUE ALERT PLAN



CRITERIA

To activate a Blue Alert, the following four criteria must be met:

1. A law enforcement officer must have been killed or seriously wounded by an offender(s) or is missing while in the line of duty under circumstances evidencing concern for the law enforcement officer's safety.
2. The investigating law enforcement agency must determine that the offender(s) poses a serious risk to the public or to other law enforcement officers and dissemination of available information to the public may help avert further harm or assist in the apprehension of the suspect.
3. A description of the offender; their vehicle or other means of escape, including vehicle license plate or partial license plate, must be available to broadcast to the public.
4. The lead investigating law enforcement agency of jurisdiction must request to issue the Blue Alert.

Process for **ACTIVATION**

To activate the Blue Alert, the following steps must occur in this order:

1. The lead investigating law enforcement agency of jurisdiction will call the Minnesota Bureau of Criminal Apprehension's (BCA) Operation Center, 651-793-7000. The Blue Alert point of contact is manned 24 hours a day, seven days a week.
2. The MN BCA's on-call Special Agent will work with the investigating agency to offer assistance, ensure the activation criteria have been met and determine if the alert will be sent and displayed regionally or statewide.
3. The MN BCA will work with the investigating agency to prepare information for public release, including suspect and/or vehicle information, as well as agency contact information and will work to activate alert.
4. The MN BCA will contact the Minnesota Department of Transportation (MnDOT) to develop the message content using the MnDOT approved template, which includes vehicle information, license plate number and other identifiers.
5. The MnDOT will display the message until the offender(s) is captured or as determined. The alert will be displayed on dynamic highway message signs on all requested highways unless a traffic emergency occurs, which requires a motorist safety message to be displayed. MN DOT also will record a Blue Alert message on the 511 system when the Blue Alert is activated.
6. The same activation steps will be used if there is revised vehicle information or a broadcast area is changed.
7. Once the MN BCA is notified that the offender(s) has been captured, the MN BCA will contact the appropriate parties to cancel the alert.

Each activation will be reviewed by a committee of state agency partners and law enforcement representatives to ensure that criteria and goals are met and that each activation took place in a timely fashion.

MINNESOTA BUREAU OF CRIMINAL APPREHENSION
1430 MARYLAND AVENUE EAST, ST. PAUL, MN 55106
PHONE: 651-793-7000 WWW.BCA.STATE.MN.US