

Finance Committee of the E911 Service Board

Meeting Minutes

December 15, 2014
10:00 AM - CESC

Members Present: David Von Moll, Chairman
Jim Junkins
Lt. Col. Robert Kemmler
David Ogburn

Members Absent:

Staff Present: Dorothy Spears-Dean, Coordinator
Steve Marzolf, ISP Director

Note: An audio conference bridge was provided to allow the public to listen to the proceedings if they were unable to attend in person. No roll call was taken of the bridge participants.

1. CALL TO ORDER

Chairman David Von Moll called the meeting to order at 10:00 AM. The Chairman welcomed everyone to the meeting.

2. APPROVAL OF THE MINUTES FROM NOVEMBER 8, 2013

Chairman David Von Moll asked for changes/additions to the November 8, 2013 minutes, and there were none. Lt. Col. Kemmler made a motion to approve the Minutes of their January 6th meeting. Mr. Junkins seconded the motion. Chairman Von Moll called for the vote, and the vote passed unanimous; 4-0-0.

3. FY2014 FINANCIAL REPORTS

Mr. Marzolf presented the Committee with Balance Sheet and Income Statement for the fiscal year ending June 30, 2013 (FY2013). The reports showed an uncommitted balance of \$7.8 million. He also provided detailed spending reports.

4. WIRELESS E-911 FUND CASH RESERVE POLICY

Mr. Marzolf reminded the Committee of the current Cash Reserve Policy Statement, which states:

It shall be the policy of the Virginia E-911 Services Board to maintain a cash reserve at least equal to the average amount of projected expenses for one month of the following fiscal year. As permitted by Section 56-484.17(D) of the Code of Virginia, the Board will, to the maximum extent possible, retain some or all of uncommitted funding at the end of each fiscal year for a reserve balance pursuant to this policy.

Based on the uncommitted balance at the end of FY2014, the Committee discussed the amount of funding that should be held in reserve in support of that policy. Mr. Marzolf presented the projected monthly costs for FY2014, which includes the funding distributed to the PSAPs by the Department of Taxation for a total of \$4,513,555. Mr. Marzolf reminded the Committee that the remaining balance, approximately \$3.3 million, could be distributed as part of the PSAP grant program for a total of \$7.75 million. Since this was in keeping with current Board policy and practices, no motion was needed or made.

5. NG-911 FEASIBILITY STUDY

Mr. Marzolf provided the Committee with an update on the NG-911 Feasibility Study. After reviewing the project drivers, potential cost considerations and preliminary recommendation from the consultant regarding Governance and Legislation, he recommended that the Board recommend no legislative action during the 2015 General Assembly Session. The Committee discussed this recommendation and concurred.

6. OLD BUSINESS:

There was no old business to come before the committee.

7. NEW BUSINESS

There was no new business to come before the committee.

8. PUBLIC COMMENT

There was no additional public comment from those present at the meeting site or on the audio conference.

9. ADJOURNMENT OF THE MEETING

Chairman Von Moll adjourned the meeting of the Committee.

Respectfully Submitted:

Steve Marzolf

(Date)