ATTENDEES
- Andrew Griswold
- Brian Brady
- Cheryl Benjamin (Co-Chair)
- Dan Ross
- Ian Von Essen (Co-Chair)
- Jason Warzinik
- Jim Steil
- Joe Sewash
- Ken Wall
- Mark Holmes
- Martha Wells
- Michael Fashoway
- Raymond Horner
- Richard Kelly
- Sara Yurman

AGENDA
1. Call Meeting to Order
2. Approval of last meeting minutes
3. Review of Survey Ranking of NSGIC NG911 Committee Goals – (Action Plan for NSGIC/NENA Liaisons)
    a. NENA – NSGIC Meeting Draft Agenda and Proposed Participants
    b. NENA Update - Cheryl Benjamin, Richard Kelly NSGIC/NENA Liaisons
4. Status of FCC-NSGIC-NENA-Geo Comm Meeting
5. Review and of NG911 NOW Coalition Documents – Action Items
6. NSGIC Annual Meeting – NG911 Items
7. New Items

DISCUSSION
1. Meeting called to order at 12:04pm EDT.
2. Review and approve minutes from last meeting.
   Approved
3. Review of Survey Ranking of NSGIC NG911 Committee Goals – (Action Plan for NSGIC/NENA Liaisons) Cheryl Benjamin, Richard Kelly NSGIC/NENA Liaisons.
    a. NENA – NSGIC Meeting Draft Agenda and Proposed Participants
       - Item 1 (NEAD Program Developments) and Item 3 (NAD Program Developments) were identified as Board Activity items that are closely related and should be presented to the Board as the first two items to discuss with NENA.
       - How frequent should the updates occur from the respective boards?

- Who are the point of contacts for NENA and NSGIC and in regards to NAD and the NEAD?
- How should information be shared (e.g. verbally written)
- As an organization learns about participation opportunities or major developments, the information should be shared with the other organization and not wait for the scheduled update.
- Item 2 (Jointly advocate that addresses should be public) was also identified as a Board Activity item that could also be included at the same time as the NAD Program/NEAD Program discussion with NENA as NSGIC's concern is that the dispatchable addresses in the NEAD should be publically shareable and not kept within the NEAD.
- There's an existing NSGIC "This Isn't Private Information" position paper (https://www.nsgic.org/public_resources/This_Isnt_Private_Information_082313_NSGIC_Outreach_Committee.pdf) that states "A street address and its associated x-y coordinates by themselves are not private or protected information".
- Is there anything that needs to be updated on this document?
- It was noted that the Address Committee should be the lead on this.
- Is there anything that as members of the NSGIC NG911 committee that raises red flags for any of you?
- Both the Address Committee and NG911 Committee should review the document before sending to NENA.
- The next items on the Survey Ranking that can be addressed by the NENA-NSGIC partnership were Item 4 (Building/Maintaining Required GIS Data) and Item 5 (NENA GIS standards development). Both were identified as being more appropriate for NG911 Committee Activity than the NSGIC Board.
- How can NSGIC help to expedite GIS standards development? By participating in the standards and document development process early so that key items are considered early and not at the very end of the development cycle.
- How does the NENA standards process works? NENA has this documented in https://www.nena.org/?NENADocDevelopment.
- How do you become a member in a NENA standards committee? Do not need to be a member and can join any Workgroup by going to the NENA website, selecting the red "Join this Work Group" button next to the Committee you are interested in joining and completing the form. The Data Management Committee (https://www.nena.org/?DataManagement) and Data Structures Committee (https://www.nena.org/?DataStructures) are the two Committees that develop GIS related Standards and Informational documents.

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- How do you determine what expertise is sought by a given NENA standards committee? At the top of the online form is a "Skills needed" section that identifies the minimum skill requirements for participation.
- Who in NSGIC is already on a NENA Workgroup? Not sure if NENA would give us a list but existing Workgroup members can see the roster for the Workgroups they are members.
- Do we need a member list? Richard and Cheryl volunteered to pull rosters from the GIS related workgroups that they are on.

b. NENA Update - Cheryl Benjamin, Richard Kelly NSGIC/NENA Liaisons
   - NG911 GIS Data Model Standard status.
     - Out for all committee review – received 58 comments.
     - NENA has hired a style editor.
     - All comments will be added and then the committee will be reconvened to review them.
     - The NG911 GIS Data Model Workgroup hopes to be finished by the end of the year and put the document out for public review.
     - To join WG: https://www.nena.org/?page=GIS_DataNG911
   - Provisioning and Maintenance of GIS Data to ECRF/LVF Standard almost ready for 4ᵗʰ and hopefully final public review
     - Done in the next two months
   - GIS Data Stewardship Informational Document
     - This work group has a narrow focus like the site structure work group where we focused on how to place a point.
     - In this instance we are looking at road centerlines and PSAP polygon boundaries and related polygon layers
     - Hope to have polygon guidance completed by FEB
     - To join WG: https://www.nena.org/?page=GIS_DataStewardship

4. Status of FCC-NSGIC-NENA-GeoComm Meeting
   - NSGIC Chris Diller sent a letter to the FCC requesting a meeting with Admiral Simpson per recommendation from Brian Fontes, NENA CEO.
   - Chris Diller, Molly Schar & Bert Granberg were able to meet Admiral Simpson of the FCC at the recent ESRI International Users conference in San Diego, CA during the last week of June 2016.
   - They talked about some of the issues addressing regarding NG911.
   - Bert Granberg provided examples of work being done the state of Utah that peeked Admiral Simpson's interest.
   - Admiral Simpson is looking at ways of fixing these problems nationally via legislation or via best practices
   - The Board is currently working on having Admiral Simpson as a keynote speaker at our upcoming NSGIC conference in late October 2016 (still tentative).
   - More to follow.

5. Review and of NG911 NOW Coalition Documents – Action Items
   - A press release (http://www.ng911now.org/blog/2016/6/13/press-release-new-report-details-important-steps-to-accelerate-ng911-implementation) and the NG911 NOW Coalition's Gap Analysis Report (http://static1.squarespace.com/static/56bb58608a65e27aeda89c9c/t/575eadd4746fb9dbf86f7d76/1465822676753/NG911NOW+National+Gap+Analysis+and+Strategy+Document+Draft+6-13-16+Final%5B1%5D.pdf) were distributed to the Committee prior to the meeting.
   - Report identifies roadblocks for rapid and universal deployment of NG911 and recommends strategies to eliminate and remove the roadblocks.
   - Workgroups were setup in late March 2016 in five areas: governance, funding, technology, operations, and education (three of which had NSGIC members participate) to identify the gaps and potential solutions. This report is the result of the work groups' efforts and prioritization of what they felt were the highest priorities that should be addressed.
   - Comments are welcome, including identification of important issues that might not be addressed in the report. One example Cheryl noted was that standards are not enforced and vendors may state their products are "i3 compliant". However, that often is too vague for the consumer who might not be technically versed in the i3 standard. Perhaps there could be a certification of vendors' products recommended as a priority issue.
   - Google Docs (this will be sent out to the group) will be used to collect comments from the Committee to combine into a document that we send to the NSGIC Board to forward to the NOW Coalition.
   - Conference Committee status in relation to NG911
     - 1st call next week
     - 2nd call August third
6. At annual meeting
   - Clearing house for info meeting
     o Dan Ross commented that he's not sure what is happening in other states.
     o New knowledge base resource.
     o Perhaps as a "state caucus item" at the beginning of the NSGIC annual conference would be best for this item.
   - During the NSGIC annual conference the NG911 committee meeting will also meet with all the members of Addressing and the Transportation Committees.
   - A broader group beyond the NSGIC NG911 committee.
   - Workgroup consensus that a presentation on implementation of the NG911 GIS Data Model would be a welcomed. Cheryl and Richard to jointly submit a brief abstract to do this presentation at the annual conference.
7. New Items
   - It was shared that the FGDC added addresses as an 8th theme in the NSDI
8. Meeting adjourned at 1:05 pm EDT July 14th, 2016