

**ATTENDEES**

- Ian Von Essen (Committee Co-Chair, WA)
- Joe Sewash (Committee Co-Chair, VA)
- Cheryl Benjamin (NSGIC Liaison to NENA, NY)
- Richard Kelly (NENA Liaison to NSGIC, 911 Datamaster)
- Jamie Chesser (NSGIC staff)
- Tim Bohn, Surdex
- Greg Bunce, UT
- Ryan Burley, Surdex
- Patrick Melancon, GeoComm
- Ken Nelson, KS
- David Peck, West
- Matt Peters, UT
- Greg Spadorcio, GeoComm
- Sheila Steffenson, 1Spatial
- Jim Steil, MS
- Sandi Stroud, Michael Baker
- Ken Wall, MT
- Frank Winter, NY

**AGENDA**

- This work meeting did not have pre-set agenda.

**DISCUSSION**

- Committee succession planning (Cheryl Benjamin)
  - Cheryl Benjamin discussed pending retirements from public service for Ian Von Essen and herself. The Committee will need to focus on identifying and preparing member(s) of the committee to backfill these committee leadership positions. States active in NG911 GIS data preparation and support should encourage active staff members to engage with the committee and consider committee leadership roles
  - ACTION: Joe Sewash will initiate internal discussions to succeed Cheryl Benjamin as NSGIC liaison to NENA.
- Committee maintenance (Cheryl Benjamin)
  - Cheryl Benjamin briefly reviewed the committee website, library, and managing e-list and committee email reminders.
- National 9-1-1 Progress Report (All)
  - Cheryl Benjamin provided background on the National 9-1-1 Profile Database (survey) and National 9-1-1 Progress Report. The survey and annual progress report are managed by the National 9-1-1 Office. The Committee provided

feedback and proposed questions in 201705. The survey is reviewed annually by the National 9-1-1 Office, their contactor, and a group from the National Association of 911 Administrators (NASNA).

- Cheryl reviewed the suggested questions from the committee in 201705. The intent of the questions was to frame the status of each of the (then) five required GIS layers based on the NENA i3 standard and NENA NG911 GIS schema workgroup. Since 201705, two additional required layers (site structure address points and ...) have been made required.
- ACTION: Cheryl Benjamin, Patrick Melancon, and Sandi Stroud will review and update the draft proposed questions for the National 9-1-1 Profile
- ACTION: Committee Leadership will work to develop path for submitting revised proposed questions for the National 9-1-1 Profile.