



# State 9-1-1 Program

## 9-1-1 Subaccount Sustainability Study Group Charter

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### Background

In May 2018, the State 9-1-1 Program provided the statewide PSAP community with fiscal information highlighting revenue and expenditure demands on the 9-1-1 subaccount between 2010 through Q2 2018. From 2010-2013, the 9-1-1 subaccount experienced 14 quarters where expenditures were at or below collected surcharge revenue. The trend moving forward between 2014 to current have demonstrated the demand on the subaccount has substantially increased resulting in only eight quarters at or below collected surcharge revenue. This trend is not sustainable given 9-1-1 surcharge revenue is the only source of funding to meet the demands of the subaccount.

The State 9-1-1 Program has further developed budgetary projections for 2019 that demonstrate increased demand or need resulting in continued overinvestment on the account. ORS 403.240 (4) states, "Subject to the availability of funds, the office shall provide funding to the 9-1-1 jurisdictions" and requires the State 9-1-1 Program to manage the account so that expenditures do not exceed collected revenue.

In light of the critical need for addressing the inability of the subaccount to sustain current and near-term 2019 funding demands, the State 9-1-1 Program under ORS 403.120 (3) is establishing a 9-1-1 Subaccount Sustainability Study Group to study and advise the State 9-1-1 Program on opportunities to reduce subaccount demand and to provide recommendations for immediate cost savings.

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### Purpose Statement

The purpose of this Study Group is to assist the State 9-1-1 Program in identifying, evaluating and prioritizing opportunities for immediate and long-range cost savings to ensure sustainability of the 9-1-1 subaccount.

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### Goals and Expectations

*The goals of the Study Group are:*

- a. Foster a learning and consultative environment for members
  - b. Evaluate subaccount expenditure demand and revenue
  - c. Gather, identify and share cost saving ideas or solutions
  - d. Objectively create and maintain a list of recommendations that will be prioritized by time/feasibility
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### Charter Authority and Anticipated Duration

This Study Group is sponsored by and chartered under the authority of the Office of Emergency Management, and reports to the State 9-1-1 Program.

The State 9-1-1 Program will evaluate the continued need for this Study Group and review the charter on a bi-annual basis.

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### Membership

#### *Membership/Selection:*

Representation will include members from the statewide 9-1-1 PSAP and vendor communities for the purposes of evaluating and prioritizing opportunities for immediate and long-range cost savings to ensure sustainability of the 9-1-1 subaccount.

Members are invited to participate and is voluntary. Chair appointment will be made by the Study Group Executive Sponsor with Individual Membership being appointed by the Executive Sponsor and Chair.

#### *Qualifications:*

Presently active in Oregon's APCO/NENA statewide chapter and possess knowledge and expertise in the operational or product subject matter as it pertains to the scope of subaccount expenditures.

#### *Duration of Term:*

Ongoing.

#### *Members:*

- Patricia Sauers, Chair
- Frank Kuchta, Executive Sponsor
- Bob Cozzie, Portland Bureau of Emergency Communications
- Deb Rozeboom, GeoComm and Oregon Chapter APCO/NENA CCAM
- Kathy Lieuallen, Umatilla County Sheriff Communications Manager
- Ken Brown, CenturyLink, Oregon 9-1-1 Service Provider
- Matthew Potter, Frontier Communications
- Pam Snyder, Frontier Communications
- Tim DiMarco, Motorola Solutions

#### *State 9-1-1 Study Group Support & SME Team Members:*

- Jeanie Stark, Administrative Support
- Pat Lustig, NG9-1-1 Project Manager - SME

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### Roles and Responsibilities

#### *Study Group Executive Sponsor:*

- Actively inform OEM executive leadership of Study Group status
- Enhance visibility and credibility of the group
- Serve as a champion of the group
- Ensure the group meets its outlined goals
- Act as a representative to the State 9-1-1 Advisory Committee



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***Study Group Chair:***

- Responsible for setting agendas, facilitating meetings, and distributing materials to the group
- Play an active role in the planning process by attending and participating in working groups and meetings
- Support the Executive Sponsor to enhance visibility and credibility to the group
- Provide and share communication or information to Study Group members

***Study Group Individual Member:***

- Support peer Study Group members and the end goals of the group
- Stay apprised of the goals
- Contribute to identified action items
- Engage, communicate, outreach, collaborate, and coordinate with other Study Group members

***Communication:***

The group will use a distribution list to facilitate communication between Study Group members.

**Convening Information**

Study Group meetings are held (*To be scheduled*). Agendas and materials are distributed in advance of meetings.

**Stakeholders**

***Groups include (but not limited to):***  
State 9-1-1- Program and OEM Executive Leadership

**Signature of Executive Sponsor & Study Group Chair**

<u>Frank Kuchta - Signature on file at State 9-1-1 Program</u>	<u>12/21/18</u>
<i>State 9-1-1 Program Manager, Executive Sponsor</i>	<i>Date</i>
<u>Patricia Sauers – Signature on file at State 9-1-1 Program</u>	<u>12/21/18</u>
<i>Study Group Chair</i>	<i>Date</i>

**Amendments to Charter**

Version #	Short Description	Date Amended
1.0	Charter draft – Frank Kuchta	12/12/2018
1.1	Membership identified and added to charter	1/14/2019