

County Final Plan – Guidance/Recommendations



**Department of
Administrative
Services**

9-1-1 Program Office

County 9-1-1 Coordinators,

Several have asked for input on how to complete your County final plan. The 9-1-1 Program Office has reviewed the Ohio Revised Code (ORC) and is providing general guidance on what should be included in your final plan. It is always recommended that you contact your local legal counsel for specific directions. We are also providing recommendations on additional information that can be included in your final plan, in addition to the required content.

Before you get started a couple of changes are important to note.

- Your final plan is due to the 9-1-1 Program Office on or before **April 3, 2024**, as per §128.08(B)(2).
- ORC §128.571 was repealed, therefore there is no longer a limitation on the number of PSAPs that can receive Government Assistance Funds (GAF). Therefore, if you had only one or two PSAPs receiving Wireless Government Assistance Funds (WGAF), you can now provide funding to others if you so choose. For any PSAP to receive funding, they will need to be working on transition to Next Generation 9-1-1. Once a PSAP receives GAF or NG9-1-1 funding they will have to meet the PSAP rules as defined in Chapter 5507 of the Ohio Administrative Code (OAC).
- All call routing in NG9-1-1 is based off GIS polygon layers and not your standard call routing. If you limit the call routing to a specific PSAP for wireless vs. wireline you would be reducing the capabilities of the NG9-1-1 system. It can be done if you still want that in your community, but we strongly advise against that.

Effective October 3, 2023, Ohio revised code §128.06 requires each County to have a 9-1-1 Program Review Committee. The committee's make-up is based on how your county operates. You have four (4) options to choose from: §128.06 (A), (B), (C)(1), or (C)(2).

- **§128.06 (A)**
 - Counties that have more than one Public Safety Answering Point (PSAP) unless you meet the requirements in (B).
 1. A member of the board of county commissioners, or a designee, who shall serve as chairperson of the committee;
 2. The chief executive officer of the most populous municipal corporation in the county;
 - a. When determining population under division (A)(2) of this section, population residing outside the county shall be excluded.
 3. A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees;
 4. A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt;
 5. A member of the legislative authority of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt;
 6. An elected official from within the county appointed by the board of county commissioners.



- **§128.06 (B)**
 - Counties that have **fewer** than five (5) township, population **greater** than seven hundred and fifty thousand (750,000), which contain more than one PSAP, the 9-1-1 review committee shall consist of five members as follows:
 1. A member of the board of county commissioners, or a designee, who shall serve as chairperson of the committee;
 2. The chief executive officer of the most populous municipal corporation in the county. Population residing outside the county shall be excluded when making this determination.
 3. A member from one of the following, whichever is more populous
 - a. The chief executive officer of the second most populous municipal corporation in the county;
 - b. A member of the board of township trustees of the most populous township in the county as selected by majority vote of the board of trustees.
 4. The chief executive officer of a municipal corporation in the county selected by the majority of the legislative authorities of municipal corporations in the county pursuant to resolutions they adopt;
 5. A member of a board of township trustees selected by the majority of boards of township trustees in the county pursuant to resolutions they adopt.
- **§128.06 (C)(1)**
 - In counties that contain only one PSAP, the composition of the 9-1-1 review committee shall consist of three members as follows:
 - 1) If the PSAP is not operated by the board of county commissioners, the committee shall be composed of the following:
 - a) A member of the board of county commissioners, or the member's designee, who shall serve as chairperson of the committee;
 - b) One of the following:
 - i) If the PSAP is operated by a township, then a member of the board of township trustees;
 - ii) If the PSAP is operated by a municipal corporation, then the chief executive officer of the municipal corporation;
 - iii) If the PSAP is operated by a subdivision that is not a township or municipal corporation or is operated by a regional council of governments, then an elected official of that subdivision or regional council of governments.
 - c) A member who is an elected official of the most populous township or municipal corporation in the county that does not operate the PSAP. When determining population under this division, the population residing outside the county shall be excluded.



- **§128.06 (C)(2)**
 - In counties that contain only one PSAP, the composition of the 9-1-1 review committee shall consist of three members as follows:
 - 2) If the PSAP is operated by the board of county commissioners, then the board of county commissioners shall serve as the 9-1-1 program review committee.

Other areas of interest in ORC §128.06 that you will need to keep in mind as they have **annual requirements** are as follows:

- **§128.06 (D)**
 - Each committee shall maintain and amend a final plan for implementing and operating a countywide 9-1-1 system. Any amendment to the final plan shall require a two-thirds vote of the committee. Each committee shall convene at least once annually for the purposes of maintaining or amending a final plan described in this section.
- **§128.06 (E)**
 - Each committee shall, not later than the first day of March of each year, submit a report to the political subdivisions within the county and to the 9-1-1 program office detailing the sources and amounts of revenue expended to support and all costs incurred to operate the countywide 9-1-1 system and the PSAPS that are a part of that system for the previous calendar year. A county shall provide the county's committee with any clerical, legal, and other staff assistance necessary.
 - ❖ The 9-1-1 Program Office has created a new form to capture 128.06(E) information.
- Each final plan must contain the answers to the following eight subsections of ORC §128.07:
 - **§128.07 (A)**
 - (1) Which telephone companies serving customers in the county and, as authorized in division (A) of section [128.03](#) of the Revised Code, in an adjacent county will participate in the 9-1-1 system;
 - ❖ This could be AT&T, Frontier, CenturyLink, etc.
 - (2) The location and number of PSAPS; how the PSAPS will be connected to a county's preferred next generation 9-1-1 system; from what geographic territory each PSAP will receive 9-1-1 calls; whether enhanced 9-1-1 or next generation 9-1-1 service will be provided within such territory; what subdivisions will be served by the PSAP; and whether a PSAP will respond to calls by directly dispatching an emergency service provider, by relaying a message to the appropriate emergency service provider, or by transferring the call to the appropriate emergency service provider;
 - ❖ Name and address of each PSAP in your County
 - ❖ How each PSAP will connect to the County's preferred NG9-1-1 system
 - ❖ From what geographic territory each of the PSAPs will receive 9-1-1 calls (County/Township/City/Village/etc.)



- ❖ Within each territory listed whether Enhanced 9-1-1 or NG9-1-1 service be provided
 - ❖ What subdivisions will be served by each PSAP listed (County Sheriff/Law Enforcement Agency/Fire Department or District/EMS/etc.)
 - ❖ Identify if the listed PSAPs are going to respond to calls by directly dispatching, relaying a message, or transferring the call to an appropriate emergency service provider. (Some PSAPs may do all three, others may only relay or transfer)
- (3) How originating service providers must connect to the core 9-1-1 system identified by the final plan and what methods will be utilized by the originating service providers to provide 9-1-1 voice, text, other forms of messaging media, and caller location to the core 9-1-1 system;
- ❖ How the originating service providers are going to connect the 9-1-1 core system.
 - (i) Example: Send calls directly to the NG9-1-1 core via internet protocol
 - (ii) Example: Link the selective routers to NG9-1-1 core
- (4) That in instances where a public safety answering point, even if capable, does not directly dispatch all entities that provide the emergency services potentially needed for an incident, without significant delay, that request shall be transferred or the information electronically relayed to the entity that directly dispatches the potentially needed emergency services;
- ❖ If you are not directly dispatching a call for service, how will you notify the dispatching agency of the call for service? Will you be doing a data transfer, call relay, or transferring the caller?
- (5) Which subdivision or regional council of governments will establish, equip, furnish, operate, and maintain a particular PSAP;
- ❖ Based on your list of PSAPs under 128.07(A)(2) define how each PSAP will be established, equipped, furnished, operated, and maintained
- (6) A projection of the initial cost of establishing, equipping, and furnishing and of the annual cost of the first five years of operating and maintaining each PSAP;
- ❖ Most PSAPs in Ohio are already established, but still have ongoing costs. Provide the annual cost for each PSAP under 128.07(A)(2) and the most recent five-year cost to operate and maintain.
- (7) Whether the cost of establishing, equipping, furnishing, operating, or maintaining each PSAP should be funded through charges imposed under section [128.35](#) of the Revised Code or will be allocated among the subdivisions served by the PSAP and, if any such cost is to be allocated, the formula for so allocating it;
- ❖ Indicate whether you are funding the PSAP from charges on improved realty and/or if the costs are being allocated among the subdivisions served by the PSAP. If the costs are being allocated among subdivisions, also provide the formula.
- (8) How each emergency service provider will respond to a misdirected call or the provision of a caller location that is either misrepresentative of the actual location or does not meet requirements of the federal communications commission or other accepted national standards as they exist on the date of the call origination.
- ❖ Indicate how each PSAP will handle a misdirected call.

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Above are the items required by the ORC. Once you have completed your final plan, you will need to distribute the information:

128.07(B)(1)(a): The 9-1-1 program review committee shall send a copy of the final plan to the following entities either by certified mail or, if the committee has record of an internet identifier of record associated with the board or legislative authority, by ordinary mail and by that internet identifier of record:

- The board of county commissioners of the county
- The legislative authority of each municipal corporation in the county
- The board of township trustees of each township in the county

***128.07(C)** As used in this section, "internet identifier of record" has the same meaning as in §9.312 ORC

128.07(B)(1)(b): The 9-1-1 program review committee shall also send a copy of the final plan to the additional following entities:

- The board of trustees, directors, or park commissioners of each subdivision that will be served by a PSAP under the plan.

128.07(B)(2): The 9-1-1 program review committee shall also file a copy of its final plan with the Ohio 9-1-1 Program Office not later than April 3, 2024. (6 months after the October 3, 2023, effective date).

128.07(B)(2): Any revisions or amendments made to the final plan (after the April 3, 2024, plan is filed) shall be filed with the Ohio 9-1-1 Program Office not later than ninety (90) days after adoption.

To create/approve the Final Plan due on April 3, 2024, to the Ohio 9-1-1 Program Office, you must follow the guidelines for local adoption of the plan found in ORC §128.08. Once you have your Final County 9-1-1 Plan filed, and you are only doing an addendum, you will follow the guidelines in ORC §128.12 for local adoption of the plan.

Within your County Plan you may want to also provide the following information:

1. Which PSAPs listed are supported by GAF funds (directly or indirectly)
2. Is the PSAP required to comply with Ohio Administrative Code Chapter 5507
3. If your center is required to provide EMD but it's being handled by another agency identify the agency and how this is being accomplished.
4. ORC §128.05 Identify your County Coordinator (Name, Title, Agency, and Contact Information)
5. ORC §128.25 Identify your County Point of Contact for 9-1-1 discrepancies, misroutes, and boundary disputes (Name, Title, Agency, and Contact Information)



Please submit your final plans by April 3, 2024, to the Ohio 9-1-1 Program Office, by either of the following:

Mail to: Ohio 9-1-1 Program Office, 4200 Surface Road, Columbus, Ohio 43228

or

Email to: Ohio9-1-1@das.Ohio.gov

****Please note, the Ohio 9-1-1 Program Office has developed a fill-in-the-blanks template for your Final Plans which you are welcome/encouraged to make use of for filing your initial April 3, 2024 Final Plan. You are not required to use this template, but it may help ensure you are capturing all of the necessary information that is required to be included in your Final Plans. Any questions should be directed to the Ohio Program Office at Ohio9-1-1@das.Ohio.gov or by calling the Program office at 614.728.2114.**