AMENDED POLICY NO. 40

CATASTROPHIC LOSS ASSISTANCE

On January 26, 2006, the Tennessee Emergency Communications Board ("TECB") initiated a program making an emergency communications district ("ECD") with a catastrophic loss or losses eligible for financial assistance in an amount up to $100,000, per catastrophic event. This program was initiated to: 1) provide immediate temporary assistance to ECDs in the event of a catastrophic loss; and 2) provide assistance for costs due to a catastrophic loss in excess of ECD comprehensive insurance coverage.

ECDs without comprehensive insurance coverage are not eligible for this assistance.

Catastrophic loss is defined as a partial or complete loss of equipment or facilities which incapacitates or reduces the ability of the ECD to perform 911 functions, due to fire, earthquake, tornado, lightning, hazardous waste, acts of God, or other events deemed catastrophic by the TECB in accordance with this policy.

Items that are eligible for consideration of TECB reimbursement, if properly justified and documented, include: the purchase price for replacement of equipment or property that was damaged; the cost of clean-up and waste/trash removal; the cost of materials and labor to install or prepare replacement equipment and property for use; the cost of any insurance company mandated deductible; the cost of refurbishing the facilities to make them useful, safe, and habitable; the cost of overtime pay that might be incurred for staff for clean-up; overtime and premium overtime salary costs to maintain 911 services disrupted by the event; etc. This list is not inclusive of every cost that may be eligible.

An ECD may elect to request funds for immediate needs, or initially pay for their catastrophic loss and request reimbursement for any remaining costs after insurance settlement. The criteria for application for advance funds or reimbursement costs differ only in the type of documentation presented to TECB. All funds advanced for immediate needs must subsequently be justified and supported after insurance settlement is complete by the submission of appropriate documentation to the same extent that reimbursement funds are held accountable after the settlement.

Any overpayment from the advance must be returned to TECB. The need for a site visit by the Director of E-911 Technical Services to verify use of the funds will be determined on a case by case basis, as soon as practicable after the event.

In order to expedite assistance to ECDs during a catastrophe, the Executive Director of the TECB is authorized to release funds, subject to approval by the TECB chairman, if the following criteria have been met:

1. Release of the funds is necessary for the restoration or adequate provision of 911 service;

2. The funds shall be used only for items authorized by the 911 Revenue Standards;

3. The ECD Director or Chairperson completes a form designated "Request for Advance or Reimbursement of Catastrophic Loss." This form is available on the website; it includes certifications:

- Of the total amount needed;
- That if an advance payment is requested, the ECD is in immediate need of cash resources to initiate and maintain 911 services at an acceptable level of operations.
- That the ECD had a valid insurance policy in effect at the time of the catastrophic event and subsequently filed or will file claims for reimbursement in accordance with the policy requirements to the extent necessary to ensure full allowable reimbursement and that any cost recovery amounts received by the ECD from insurance or other agencies resulting from processed claims shall be returned to the TECB.
- That the request for cost reimbursement is correct and valid, and that the amount claimed was expended to implement, operate, maintain or enhance statewide wireless enhanced 911 service in conformance with all applicable orders and rules of the Federal Communications Commission and other federal and state requirements that pertain to wireless enhanced 911 service.

4. Copies of vendor quotation(s) for the item(s) for which funding is sought must be provided

In order to reimburse costs in excess of insurance payments, the TECB will follow the same process and require the same documentation that is used for other equipment reimbursement programs. ECDs seeking reimbursement of costs in excess of insurance payments shall:

1. Document that the restoration is or will be to the level prior to the catastrophic loss. Enhancements or improvements are not eligible for reimbursement under this program, unless determined otherwise by the TECB.

2. Provide documentation of insurance company reimbursements. Requests for TECB reimbursement are limited to costs that were not paid by other providers. Contributions from private citizens are not considered payments by other providers.

Adopted 4-19-07; amended 8-30-07, amended 3/19/09.