KWIEC Meeting Minutes
1:00 – 3:00 pm
Monday, February 16, 2004
101 Cold Harbor Drive
Frankfort, Kentucky

I. Committee Attendees
- **Members Present** - Rodney Murphy, John Patterson, Michael Clark, Jim Ramsey, Lt. Col. Rob Miller, Col. David Casey, John Penfield, Malcolm Franklin, Mike Rosenstein, Dean Peak, Lt. Col. Cynthia Brooks, Terry Anderson, Doug Tackett, Mitchell Smith (representing Lonnie Lawson), Andrew Cline (representing CHS-CIO).
- **Visitors Present** – Steve Dooley, Ken Mitchell, Ken Born, Cash Centers, Dave Steinwert, Timothy C. Brown, Brian O'Reel, Roy T. Cunningham, Shirley Rodgers, Bob Ball, Betsey Helm, Kim Allen, Stuart Hammond, Bob Stephens.

II. Call to Order
- Rodney Murphy, Chair, called the meeting to order and welcomed committee members and visitors.

III. Introduction
- Formal members of the committee introduced themselves.

IV. Approval of Minutes
- Malcolm Franklin made a motion that the minutes be accepted and Terry Anderson seconded.
- Approval was unanimous

V. KWIEC Charter
- Chair presented the final copy of the KWIEC Charter to the membership as approved at the November 17, 2003 meeting.

VI. Legislative Amendments/Changes
- Ken Mitchell updated the Committee on the status of HB226.
- The legislation came out of the State Government committee and was amended with a House Committee Substitute. It was then passed by the House 87-0 and

forwarded to the Senate where it has been assigned to the Senate Veterans, Military Affairs, and Public Protection Committee.

- The House Committee Substitute retains the original provisions, except exclude "911" telephone systems from the definition of "Primary wireless public safety voice or data communications systems"; omit provisions that would have allowed the chief information officer to block funding for proposed wireless communications systems that did not meet standards; require state wireless communications plans to be sent to the Kentucky Wireless Interoperability Executive Committee for review and recommendation, and require the committee to send the plans to the chief information officer for final approval; require local governmental agencies to submit wireless communications plans to the Kentucky Wireless Interoperability Executive Committee for review and recommendation only.

- Rodney Murphy had multiple meetings with Representative Weaver and other government officials to discuss HB226.

- Comments about HB226 were raised by James Ramsey suggesting the Charter of the Committee needs to be in sync with HB226. Chair suggested the Committee should review the plans and procedures and determine if the Charter needs to be changed.

- Other comments of HB226 were raised by Mitchell Smith concerning the lack of an appeal process. Chair reiterated that the Committee only recommends and reviews the wireless plan and then submits it to the CIO. The CIO's task is to approve or disprove the wireless plan submitted by the agency. Discussion followed as to what occurs if the CIO does not approve the wireless plan. How does the wireless plan get reconciled and with whom? These issues were not resolved.

- Lt. Col. Rob Miller believes HB226 is a bad bill and is poorly worded. Rodney Murphy duly noted Col. Rob Miller's concerns regarding HB226.

VII. Working Groups Rosters

- Rosters were distributed with the membership of the Architecture & Standards Working Group, the Funding Working Group, the Legislative Working Group, and the Public Safety Working Group.

VIII. Working Group Reports

Architecture & Standards Working Group

- Ken Born informed the committee that the Architecture & Standards Working Group met and each member was given an opportunity to introduce themselves and discuss their expertise in their field of study. Doug Robinson briefed the Working Group about the benefits of Enterprise Architecture and the Commonwealth's experience in this field. Doug Robinson engaged the group with a presentation from NASCIO regarding the Enterprise Architecture Approach and its benefits to state and local governments. The working group also discussed its Charter, Goal, Objectives, Purpose, Scope, and Working Group Tasks. They were also given the task by the Chair to review the Education and Outreach Program – Public Safety Communications Interoperability curriculum.

Architecture & Standards Open Discussion

- Chair initiated an open discussion about architecture and standards and the Commonwealth's role to implement and enforce them. The Chair hopes the committee will define what the enterprise is from a public safety communications point of view. Is there a forum where we could define "what is an enterprise in which we can apply architecture standards?" What we have learned at the State government level is that in order to establish architecture and standards, they are not much value unless we have some methodology to try and encourage compliance and if not, enforce compliance among that enterprise. This is that same dialog that went on with HB226 and his conversations with Representative Weaver. The Chair assured Representative Weaver that he has dialogs between state and local officials and that we have made progress and began to see partnerships breakout in a number of places across the state. As pertaining to HB226, softening the language from "required submission of plans for approval" to "submission of plans on the locals for review and comment" would be sufficient at this point in time. We already have an Authority established in the State CIO for state agencies to comply with architecture and standards and as this group develops architecture and standards they will become the Commonwealth architecture and standards and therefore state agencies would be required to comply anyway.

- Open Discussion - Chair's comments regarding the leadership role of the Committee and its opportunity to establish public safety enterprise in the Commonwealth to be able to establish architecture and standards with such influence as to how we spend dollars to be able to talk to each other is a rare opportunity.

- Open Discussion - Malcolm Franklin's comments regarding the situation his people face when responding to an incident. "We have to do something; there are three 800 MHz systems and my people need to carry three separate radio systems; it is a ridiculous situation when you go out to deal with an incident; we have to do something"

- Open Discussion – John Patterson agrees with Malcolm's comments but suggests that if we don't get local participation in the dialogue for the writing of the standards or have them even aware of the standards, compliance to the standards will not occur. "We need to start a process of looking at the standards and trying to get them to apply; this is the forum to do that."

- Open Discussion – Mike Rostenstein discussed the chaos he experienced with his organization 10 years ago by not having standards for word processors. Because of no standards, information could not be shared with the enterprise. "It was painful to get standards, but we are in a better shape today than we were; it is an opportunity."

- Open Discussion – Malcolm Franklin asked Lt. Col. Rob Miller from State Police their concerns regarding HB226. Miller responded that he agrees with everything pertaining to the efforts to improve interoperability. What he disagrees with is the process that the committee went through to get where we are today. The wireless committee was originally informed to provide guidance to local and state agencies. That was the purpose. It turned from a recommendation or guiding body to an enforcement body overnight against what he considered to be the majority wishes of the group at the last meeting. Several people at the last

meeting did not speak in favor of the language of HB226 and all of a sudden it appears as a House reading. We created another level of bureaucracy for the state agencies that have to deal with it and we didn't need it because there are a set of standards already out there. The biggest complaint Lt. Col. Miller receives from the local agencies is that they can't work with the state agencies because it takes months and months to get something done.

- Open Discussion – Mike Rostenstein believes the committee is not a regulatory body, but only to review and make recommendations to the CIO. The CIO will decide to approve or disapprove the wireless plan and is the enforcement body of HB226.
- Open Discussion – Lt. Col. Rob Miller believes the language in HB226 goes well beyond the committee's responsibilities.
- Open Discussion – Mitchell Smith reiterated again that HB226 does not have an appeal process in place and that there is no requirement of the CIO to take any kind of action to approve or disapprove the wireless plan. The wireless plan can sit on the CIO's desk and die there.
- Open Discussion – Chair emphasized that the role of the CIO has been established and state agencies for major initiatives are at the discretion of the CIO to a certain extent. It is important that we have some form by which we can establish a public safety wireless communications enterprise, someway to devote a framework of standards and someway to have an opportunity to extend that dialog especially for those agencies that might benefit from technical assistance and awareness information that the resources that this body can provide. That's the spirit of this committee. The working committee is important and a streamline process that does not provide a great burden to local government and be able to submit those plans and that we ask for minimal information for review and that we know what is going on and have a turn around plans very quickly.

Public Safety Working Group
- Bob Stephens emphasized the importance to start work on the 700 MHz wireless plan. Other states like Missouri have already established and submitted their plan to the FCC. Currently, there are no 700 MHz applications in the Commonwealth. He also emphasized the need to write a wireless plan for the 4.9 GHz band.
- Bob Stephens, Ken Mitchell, and Ken Born discussed the process for identifying and submitting a frequency application for the 800 MHz, 800 MHz Mutual Aid Channels, and 700 MHz bands.

IX. **Outreach & Education Seminars**
- Ken Mitchell informed the committee that funding is available to present an education and outreach program to state and local public safety agencies and other interested parties about communications interoperability. A one day seminar is planned for multiple locations across the state. Ken Mitchell indicated tentative plans for the first seminar will be held Tuesday May 18, 2004, the day after the KWIEC meeting in Owensboro. We anticipate four or five outreach and education seminars across the state. The seminars are non-vendor specific.
- Ken Born presented the purpose of the Education and Outreach Program – Public Safety Communication Interoperability. The areas of study will be Coordination and Partnerships, Wireless Technology, Spectrum Management, and Funding.

X.   Community and Regional Reports
- **The Center for Rural Development** - Mitchell Smith reported the Center is engaged in a process of building a wireless infrastructure. The plan is to start in the west with an interest in replacing the wireless pilots, installing modems in police vehicles, and loading the software on the devices.
- **Louisville Metro** - Kim Allen reported that work is still in progress for the combined public safety agencies; police, fire, ambulance, hospitals, etc.

XI.   State Reports
- Lt. Colonel Miller made a presentation on an interim solution for interoperability within the Commonwealth by utilizing Base Interface Module (BIM) Cards. He used the Corbin fire to illustrate how public safety personnel cannot talk to each other when responding to an emergency situation when multiple public safety agencies are involved. He re-emphasized how the BIM Card solution would work to allow local agencies to communicate with State Police. His speaking points are that it is the cheapest, quickest, most real time interoperability solution with an estimated cost of 3.7 million dollars that can be installed within 120 days. It is a stop gap measure that should be a homeland security funding imperative.
- Lt. Col. Miller made a motion to have "This committee endorses the Gold Elite Console System BIM Interface in concept and that endorsement is forwarded through proper channels to the Homeland Security Group for funding."
- Chair made a motion for approval for Lt. Col Miller's motion.   Approval was accepted unanimously.
- Chair ordered a draft plan and letter of endorsement from the Committee to the Homeland Security Grant group to support the BIM Card solution for grant funding.

XII.   Midwest Public Safety Communications Consortium (MPSCC)
- Brian O'Reel presented an update of the MPSCC. Group of five states that met in October 2002 to talk about interoperability from state wide systems – Illinois, Indiana, Ohio, Michigan, Kentucky. Four of those states have or implementing 800 MHz systems. They want to be able to put the systems together and talk to each other. Different software and hardware makes it difficult to communicate with each other. Ways to use mutual aid channels that are employed with console patches as an interim solution for interoperability.   Attempting to get the governors to sign a Memorandum of Understanding so that they will come to an agreement to work together for interoperability between the states.

XIII. Open Discussion

XIV. Next Meeting
- The next KWIEC meeting will tentatively be held Monday May 17, 2004 from 1:00 – 3:00 pm at the Green River Area Development District in Owensboro coordinated by Walter Atherton with Daviess County Emergency Management.

XV.   Adjourn
- The chair asked for a motion to adjourn and the motion was made and seconded.