Minutes for the KWIEC meeting conducted on April 17th, 2007

Opening Remarks

Rick Boggs opened the meeting by welcoming everyone and informed the members that he would be acting as chair today since Chairman Rutledge had another meeting that he could not miss.

The Chairman indicated that comments were encouraged and reminded everyone that we are doing a webcast and asked that speakers identify themselves prior to making their comment. We had some issues identifying speakers in the last meeting, and this will greatly aid us in capturing these comments.

Next he tasked the Roll to be called.

Roll Call

Roll was called with the following members present:
Rick Boggs (sitting as Chair for Mark Rutledge); Jim Barnhart; Ken Mitchell; Don Pendleton; Derek Nesselrode (sitting for Col. Lawson); Robert Milligan; Col. Hayes; Mary Pederson; Melba Story; Mike Rosenstein; Terry Lewis; Charles O'Neil; Michael Ward

Having a quorum present Rick Boggs opened the meeting.

Old Business

Discussion/Approval of the last meeting minutes

The Chairman asked everyone to look in their packets where they would find a copy of the last meeting's minutes [these minutes were previously provided electronically to members]. He called for comments, and with there being none called for a motion to approve and second. The Chairman indicated that the previous minutes were approved.

Chairperson's Report

The Chairman began his report to the committee. Two areas were covered.

KWIEC Goals

The Chairman informed everyone that the results of the KWIEC vote rewarded the KWIEC with an approved set of goals for 2007.

Projects Approved

The Chairman referenced the HB-226 assessments that the KWIEC Committee has approved so far and indicated that they were running pretty good on those who vote and thanked them for their effort. He went on to say that we are not at a 100% of the voting members, and encouraged all members to cast their votes when assessments are submitted to the Committee.

Projects that have transitioned to operational programs

The Chairman indicated that we have two transition projects which have become fully operational; those are KYWINS Messenger and the Voice Mutual Aid program.

[The PowerPoint presentations and recordings of briefings are available on the KWIEC web site and only key points from the briefings are highlighted here.]

KYWINS Messenger (Briefed by Mary Pedersen)

Key Points –
- KYWINS messenger is an instant messaging solution that will ride over any type of mobile client an agency my select
- We had a state wide mobile client, but some agencies selected to go to another version or another company making them incompatible
- We are having a lot of luck with the system. During its pilot many agencies heard about it or viewed its operation and they wanted to get it
- we felt like we had made all the necessary enhancement to the existing client to have it ready for statewide rollout, and we have started that process
- We currently have forty agencies' that are on that system and about two hundred sixty eight users, but that is growing every day
- We are working on an automated import of users at the agency level. Currently inputting each individual is a manual entry process
- Lexington just signed a user agreement this week to put to 700 users on
- So far the folks we're signing on really like it
- We are working on a naming convention for Fire Departments since their vehicles do not have an individual since they share a vehicle
- In order to roll this out to 35,000 first responders across the state, we recognized early on, when Chuck Miller was project manager, that we would require another server and storage mechanism to be able accommodate that level of user base.
- The Kentucky Office of Homeland Security was able to find some 2004 funds that were not spent or that came in a little bit under and we have created a memorandum of agreement with Kentucky State Police to provide funding for that additional hardware. They are in the process of working through the order of that right now.

- Once we get the new server installed we will be able to be more aggressive with the statewide rollout.
- We currently are taking a rollout approach targeting Kentucky State Police post regions. There are sixteen of these regions but this was one easy way to do it.
- We're sending out a mailing that goes too Chiefs, heads of First Response agency's, Mayors, County Judge Executives, Emergency Managers, and Public Safety managers of those county's with a fact sheet on KYWINS, the MOU, and a letter saying this is what does. We are getting rapid response, sometimes within a day returning signed MOUs and calling for more information.
- So that's the approach we're taking right now, and so far we're implementing in the Region Post Twevle, Ten, Eleven and Thirteen. And will be expanding, I expect we can roll a couple of more post areas out, some of the rural areas within the next couple of weeks. Then once the new hardware is installed, we have tested it, we feel comfortable with it, then we'll be very aggressive with completing the state wide roll-out probably by mid summer. And again to push it to all of our First Responder agencies a lot of its going to have getting the word out, doing our goal three marketing and out reach to get them on board, but what we're finding is once they see it, once they use it, they are really liking it, and wanting to push it out even further with in the organization. We're very exited about that, and that's where we are right now with that project. In the allotted time, if you have any questions I will be very glad to address those after the meeting.

Voice Mutual Aid and Interoperability (Briefed by Derek Nesselrode)

Key Points –
- Program is intended to provide channels in each of the three public safety bands used in the Commonwealth
- We have the capability to patch those channels into/at your regional KSP posts
- The project installed new antennas, feed-line, radios/repeaters at planned strategic locations:
    o Eighteen 800MHz sites
    o Ninety-six 450MHz (UHF) sites (completed this week)
    o Thirty-eight 150MHz (VHF) sites
- New equipment provides and the additional sites provides excellent quality for these channels
- We continue to receive Memorandums of Understanding from local Agencies. I think we have 170, and we continue to get more daily
- We are working with emergency management and Homeland security to work on training and exercises that will be the next phase of the project
- The frequency that we have set aside for the call channels for the VHF and 800MHz system is complete, but the UHF system is just a single channel repeater network for now. This will change as we are currently in the process of applying for additional UHF frequency's pairs

KEWS Digital Upgrade (Briefed by Barry Sanford)

Key Points –

- ✣ The KEWS project has taken over two years to get to the implementation phase
- ✣ Priority 1 (Frankfort ? Louisville; Frankfort ? Somerset; Frankfort ? Dry Ridge)
  - o Civil work is almost complete
    - ▪ Towers requiring work (˜ 50%) have been strengthened
    - ▪ Almost all the grounding and electrical work is done
    - ▪ All the KEWS sites we've upgraded with electrical services
    - ▪ We've started the installation on the batteries in power plants
    - ▪ Shelter replacement, we've completed one shelter replacement in priority one, and are getting ready to complete the second one probably next week, well next week their going to do it.
  - o Antenna replacement began this week
- ✣ Priority 2 - schedule is very aggressive, we already have a crew in the Somerset and the Pikeville area.
- ✣ Priority 3 will be later on this year
- ✣ We should complete with all three priorities by the end of the year
- ✣ We will give notification seventy two hours out of planned Customer outages
- ✣ We try to protect all of our circuits, and if we do have a planned outage, we intend to take down minimal services
- ✣ Each site is unique and time required is dependent on the effort involved
- ✣ New radios will be in and we will have some of them installed by May
- ✣ We will have some service up on digital system by the end of May and actually running both analog and digital in parallel until we close the loop
- ✣ The KEWS web site will be updated as events happen

Open Discussion

Rick Boggs asked if anyone had any questions on any presentation, and with there being none indicated that we were moving on to new business.

New Business

[The PowerPoint presentations and recordings are available on the KWIEC web site and only key points from the briefings are highlighted below.]

Program Updates and Briefings

National Governors Conference (Briefed by Mary Pederson)

A team of five members from the Commonwealth of Kentucky attended a conference in Los Angeles, along with other states and territories, to discuss the Public Safety Interoperable Communication Grant program. Most people know about this grant as the Billion dollars

commerce grant for interoperable communications. This conference's goal was to bring the states get together to explain the grant program, what it means, how to qualify, and how to apply.

Key Points –
- The Public Safety Interoperable Communication Grant Program is going to provide a one time grant for one billion dollars to split out to states and territories.
- This grant may be used to enhance public safety Interoperable communications capabilities and focuses on voice, data, or video interoperability
- It will assist the states and territory's in acquiring, deploying and training on the use of systems that either use the 700 MHz spectrum or are interoperable with those
- No one knows the formula they have in place to split the billion dollars. Kentucky may get five million, ten or fifteen, we don't know
- A draft Interoperable communications plan is required by September 30 and they recommend that we follow the Safecom guidance and their checklist
- Some feel that we already have a viable interoperability plan that is almost finished, and this work would be viewed as an enhancement plan looking forward
- The state plans will be used as part of the grant application process. They will evaluate the cohesiveness of what were asking for, and consider what we are tying to do in the Commonwealth over the next several years
- Disbursement of the funding is contingent upon submission of the state-wide plan, including a qualitative peer evaluation.
- By mid July 2007 the grant guidance will be distributed and allocations made
- By September we have to submit our preliminary state wide plan. They are very lenient and will allow a plan to develop a plan. I think Kentucky is much too far along to say this, and we should just modify our plan
- We can get up to five percent (5%) of that award in advance to be used for planning
- November 1st 2007 the final statewide plans and investment justifications are due to DHS
- March 2008 (pending the peer review and approval of the states wide plans) they'll be rewarding funding
- September 2008, they will have the Validation and exercises completed. We are expected to exercise what we implement or have that plan
- They'll develop a score card, and then we'll have a report from DHS with respect to 56 states and territories, whether or not they've have archived a minimum base line of interoperable communications.
- That is a very aggressive schedule, but since we were a pilot state for the Safecom project we've done a lot already
- Major Edgington has been named by the Governor as the point of contact to the Federal Government for Interoperability for the Commonwealth of Kentucky. She would like to form a sub-committee of the KWEIC to develop a statewide interoperability plan for the Commonwealth

After completing her briefing, Mary asked the KWIEC Committee if any member would be interested in participating on the sub-committee to develop the state-wide interoperability plan. She wanted to keep the sub-committee small (5-7 members) initially until they had chartered their plan.

This sub-committee would provide drafts to the KWIEC committee since it would be subject to the committee's overall approval of the state wide plan. She asked those interested to submit their names to her, or to the Chairman.

Rick Boggs thanked Mary and introduced the next speaker who would present on GIS. Mr. Kenny Ratliff is the new Director of the Office of Geographic Information Systems and began his briefing.

GIS (Briefed by Kenny Ratliff)

[The PowerPoint presentations and recordings are available on the KWIEC web site and only key points from the briefings are highlighted here. This briefing is incredibly detailed and graphical in nature and interested parties are encouraged to review the briefing in its entirety.]

Key Points –
- GIS resides within the Commonwealth Office of Technology
- Our Mission is to facilitate State Wide Electronic Geographic Data Sharing in its application, and that's for decision making, efficiency protection, and economic vitality
- We don't want anyone to lose control of their data, we want to help facilitate in sharing it in a different form
- we are not a mapping agent but we can put together maps, but we want to help generate use of GIS within agencies and within groups, such as KWIEC and others
- We want to provide resources and reduce redundancy and bring together common efforts
- GIS has a website ogi.ky.gov (http://technology.ky.gov/gis)
- One of the tools we come to the table with is creating an internet mapping site. We host several of those sites
- We try to have a common frame and a common toolset. So the tools for interacting with the map all the same.
- Some of you may have been introduce to a product called KEMAP the Kentucky Event Mapping and Analysis Portal. Again the tool bars are the same
- One of the things I am wanting to do as new Director is to take the Commonwealth Map and this Key map and make it a more dynamic environment, and pull some more publicly available data into certain web sites. We don't want to have twenty five web site when we could do it in ten
- GIS is not the great all, end all, save all. It is a very powerful tool for solving problems relating to locations, and to issues of why, when, where.
- The definition of GIS specifically points to combination of hardware, software, and geographic data that's used to capture, store and analyze, analyze it the key work
- A lot of people view GIS as a mapping tool but there's a lot more than that
- The way GIS collects stores and manipulates data is through points that represent antennas, HazMat events, hydrants, dynamic events that have a location, at point location. You represent those in a map as points. You also use lines, rivers, roads, pipelines, anything that

has contour lines for example. And then last we have polygons, which are parcels, lakes; you can create buffers around a point. There are a lot of different ways, one of the key things here is you can change the symbology to create what you need to get across to your audience.

- Creating an enterprise GIS systems creates better business process and workflow organization
- The key to expanding the use of GIS is by making it an everyday affair for the people that are working, that are using their normal business practices, when that becomes part of their environment their more apt to use that for solving problems.
- One of the tools is KY.Geonet, this is essentially repository of data, it's placed where an agency can take some of their information that they want to publish and they can put it out here in this particular data base or this resource
- The real power of GIS is associating information behind the symbols on the map. This information, in a tabular type form, a spread sheet form. You can export this information to an excel sheet and put it in to a data base for example.
- Personally I believe that DGI has succeeded when there's day to day use of GIS, without the user realizing that their doing GIS

Rick Boggs thanked Kenny and encouraged everybody to go to their Web site. He indicated that they had made leaps and bounds in the last year making GIS more of an enterprise approach.

Open Discussion

Rick Boggs asked if anyone had any questions on this or any other presentation, and with there being none, called for open discussion.

Mary Pederson: Rick I have, after seeing this I'm very impressed, but I want to thank, publicly thank the COT GIS group for all of their assistance and it was very quick, down the line kind of work they had to assist us with preparing to get those weather radio's out to the folks in the flood indication areas, which was a subset of those in those four county's, in the Woodford Dam area. They worked with us very fast and furiously to help us shore up who needed to get those. We had a short time line to do that in and also in assisting with reverse 911. So they were invaluable to us over a period of a couple of weeks, they did everything they could to get us information we needed; we got it and met our deadline set by the Governor. So thank you.

Rick Boggs: Thank you Mary, any other discussion?

Terry Lewis: If you don't mind I have a few questions. First off Mary, when you talk about the fire service and you say truck, be careful because truck in my world means one thing, and engine means something else. The KYWINS thing, is that available now though out the entire state? Or am I confusing that with KEWS or KEWS is now only going more to the East?

Mary Pedersen: KYWINS will be implemented state wide, just our challenge right now is storage capacity, that's why we're ordering the new server, it should be ordered next week. Then we'll be able to

bring on additional Agencies, we're really just pushing it out now to select post areas with counties that have manageable Agencies in there. But part of our in memorandum of understanding, that locals sign with Office of Homeland Security to receive 06 grant funds, that they would sign an additional to Mutual Aid MOU, but when they got those funds that they would put KYWINS on it. So we're being lenient with those dead lines and dates because we're not prepared to give it State Wide.

Terry Lewis: I may be confused with the KEWS thing, because Priority One, Priority Two. And I just tying the KEWS and I guess the KYWINS to…..

Barry Sanford: KEWS Priority One is the East. But it also is going to be State Wide. Phase Two will be the West.

Terry Lewis: The voice Mutual Aid, is the, my understanding was that all of the State Police were to have this equipment to tie those frequencies together, Correct?

Barry Sanford: Correct.

Terry Lewis: All Kentucky State police post now have that equipment?

?????? Yes sir that is correct.

Terry Lewis: So once that Mutual Aid, once that MOU is signed then a fighting fireman or an ambulance service, or police or whatever can tie all that together, is that correct.

Mary Pedersen: Provided that they actually program those frequencies in the radios, yeah.

Terry Lewis: My next question is this, do we know if all the State Police post dispatchers know how to do that?

Derrick Nesselrode: They have all been trained State Wide and we continue to try to exercise with the locals to ensure that they utilize it on a regular basis so their familiar with it.

Terry Lewis: OK.

Mary Pedersen: Terry I will add what were doing, Derrick touched on, tomorrow, I'm meeting out with the State Police, Derrick and the Colonel Lawson along with Wayne Coneneck State Preparation Coordinator, Exercise Coordinator, that we're going to be working to put exercising of Mutual Aid, of KYWINS, of all of this interoperability stuff we've put out there. Build that into their exercise program that we will be bringing, making sure we touch all the local agencies. The one thing we don't want to happen is to implement something like Mutual Aid and then have a large scale event and no one uses it because they didn't know about it. Those three again…..

Terry Lewis: Maybe I should, I might be able to talk to you separate from this meeting. We started working on that MOU and number of years ago, through my own local department. And every time we thought we was making headway on getting all of our stuff together, it went to another agency, so that's

one reason why I ask. I haven't heard any mention in here at all about the Fusion Center. Is the KYWINS and KEWS and all that, is the Fusion Center getting tie into all this?

Mary Pedersen: Absolutely. In my role as the CIO for Homeland Security, Wherever possible all of the Technology efforts that we put out there we insure that those are inter accessible, or information fed to, made available too, our annalist staff in the Fusion Center.

Terry Lewis: So though the KWINS we should be able to communicate directly to the Fusion Center in that direction too?

Mary Pedersen: Absolutely. In some of the exercises we have already conducted we have IAM on line, we have the Fusion Center on line with KYWINS; we have tested that capability, so yes.

Terry Lewis: OK, I'm trying to learn exactly were we're all at with this stuff, thank you.

Rick Boggs: That was some good Questions Terry. Is there any more discussions? If not we have the next meeting in July. Have we picked a date Chuck?

Chuck Miller: The second Tuesday in July but it is tentative at this point.

Mary Pedersen: Rick, what I would, from my earlier presentation talking about putting together a State Wide Interoperability Communication plan, we need to get that Committee established together and working prior to the July meeting. I would like to come back in July and have the first draft of our State Wide Communication Plan for that meeting so if we could shore up who wants to be on it and start getting together, and getting aggressive on getting that draft. Then again in July we may know how much money to ask for.

Rick Boggs: I think we had quite a bit of interest in it by the Volunteers, I'm expecting everybody to work with you Mary

Upcoming events, next KWIEC meeting

The next KWIEC meeting is tentatively scheduled for the 2nd week of July.

Adjournment & Closing Remarks

The Chairman asked for any further discussion or comments, and there being no further, thanked everyone for attending, and reminded all members that the next meeting was in July. With nothing further, the meeting was adjourned.