Minutes for the KWIEC meeting conducted on January 23rd, 2007

These Meeting Minutes are not a "word-for-word" transcription of the event, and summaries and paraphrasing were used throughout this document. Any individual desiring an exact quotation for record may download the recorded copy of this meeting from the KWIEC website located at www.kwiec.ky.gov.

Opening Remarks

The Chairperson of the KWIEC, Commissioner Mark Rutledge welcomed everyone. He went on to say that this is the first meeting with streaming video and it will be available on the KWIEC Web site for those interested in these meetings. Also available is an Audio Bridge to help the members who can't come to Frankfort. This provides two additional ways to participate when not able to attend the meetings.

With that the Chairman tasked the Roll to be called.

Roll Call

Members present (15):

Mark Rutledge, Jim Barnhart, Ken Mitchell, Michael Clark (*Conference*), Don Pendleton, Col. Lawson, Robert Milligan, Col. Hayes - represented by Bob Stephens (*with Proxy vote*), Mary Pederson, Melba Story, Mike Rosenstein, Lonnie Lawson, Terry Lewis, Charles O'Neil, James Morris

Members absent (6):

Jennifer Weeks, Bill Carr, Constance Lawson, Judge Peak, Michael Ward, Boston Hensley

A quorum was present and the Chairperson called the meeting to order.

Discussion/Approval of the last meeting minutes

Chairman Rutledge asked if there were any question, concerns or comments from the last meetings Minutes, and when there were none called for a motion to accept. A Motion, Second and a unanimous vote of acceptance were recorded, and the previous minutes were accepted.

Old Business

There was no old business specified so Chairman Rutledge asked if there was any old business any member wanted to address. Being that there was none; the Chairman indicated that they were going to move onto new business.

New Business

Chairperson's Report - Strategic Planning, Public Safety

Chairman Rutledge asked each of the KWIEC members to reference the **2006 Annual Report on Public Safety** *[provided]*. The document listed an Executive overview and some of the accomplishments of the KWIEC Committee, Office of Homeland Security, Commonwealth office of Technology, State Police, and others that have worked together to facilitate public safety. The Chairman went on to say that he is required by statute to give an annual report on public safety and since the committee had not had a chance to meet, he had to give a tentative strategic plan with goals and objectives to accomplish for this year.

Chairman Rutledge read the goals (listed below) and provided a quick briefing on each.
1. *To design a statewide voice interoperable system for public safety.*
2. *Complete the deployment of KYWINS Messenger.*
3. *Design a technical approach for building a statewide communications system as recommended by the Safecom Project.*
4. *Install the new digital Microwave system in the Eastern part of the State.*
5. *Establish a public awareness and outreach program for public safety and communications interoperability.*

Chairman Rutledge then opened the floor for general discussion.

Open Discussion – Tentative KWIEC Goals for 2007

Goal 1 – Design a statewide Voice Interoperable System for public safety

Mary Pedersen indicated that the existing Voice Mutual Aid project may meet the first Goal. While it's not as comprehensive as many would like, it has at least met some level of voice interoperability, and while being touted as a near-term Voice Interoperability solution, realistically short of spending half a billion Dollars, it provides a long tern solution for Voice Interoperability.   It is here today and the existing voice mutual aid project is targeted for completion around the first of April.

Mark Rutledge asked if the Mutual Aid program met the voice interoperability goal, and is it enough.

Col. Lawson agreed with Mary indicating that at least some level of interoperability was achieved with the existing Voice Mutual Aid program, and short of a VoIP (Voice over IP) solution, it will function for basic tactical statewide interoperability.   It is not seamless and there will be some tweaking still required but we do have something now.

Robert Milligan commented that based upon Mary's comments about funding and Col Lawson's comments about having basic interoperability, it would seem the project goal had been met. Also, considering the amount of funding that is needed for an optimum solution; is it realistic that funding could be procured?

Chairman Rutledge indicated that he felt that we must first determine what the business requirements are for a Voice Interoperable solution and what is the level of interoperability required? One that is determined, we can ask, "Is Mutual Aid is enough?"

Chairman Rutledge went on to say that we needed to consider many issues and questions including leveraging the existing data network, refitting the network, building a gateway solution, or some other solution to provide a statewide standard for voice. He personally thought that they needed to do the research to arrive at some point to make a recommendation. As briefed by the chairman – "In my opinion - Whether it gets funded or doesn't is not the issue; at least we have done the work that's required of us to make recommendations. Once that is done, this body is going to be the deciding factor on what we do or do not recommend".

Bob Stephens agreed with one addition. He stated that his shop has never gotten to practice or exercise the plan. He would like to see Homeland Security help write a communications exercise or several of them. He went on to say "I really think the Mutual Aid plan, as it is, is very robust. I believe it's just right

tactically; it keeps everything at unit level, but we need to practice it,"   He went on to say that practicing communications exercises should be a goal for next year.

Mary Petersen told the committee that her agency was already building into each of the fifteen federally mandated exercises, a communications testing of the infrastructure that including Mutual Aid and other systems that we have. They are currently working with State Police to put together a small scale exercise at Post 12 to bring in various first responder agencies and test the different frequency components of Mutual Aid. The plan then will be go out to each of the Post areas with the similar test using a train-the-trainer approach.   These tests first ensure that the frequencies are programmed into the radios, and second identify coverage gaps.

Col. Lawson agreed with Bob Stephens indicating that it gets much more complicated than just having every first responder being able to talk to each other. Managing radio traffic becomes a problem when you have a bunch of people, over whom you have no control in a supervisory authority, suddenly clogging the Channels.   Requirements from one jurisdiction to another will be different and we can't develop an optimum solution for every place.

Mary Pedersen said that she would recommend the goal read *'Completion of'* the statewide Voice Interoperable System for public safety, and that go forward with designing a technical solution following Safecom recommendations outlined in the plan.

Chairman Rutledge indicated that the first goal and the third goal were jumbled along the way. They were meant to be two distinct things, but when you look on here they look very similar. To clarify these goals he called for a line by line discussion and went down each bullet asking for comments.

Chairman Rutledge paraphrased what was said as verification and planning for the next steps, and told everyone that we will send the goals back out for everyone's review.

> **Summary** - The original goal that was set for Voice Interoperability has nearly been met. All that remains is implementation of the 450MHz mutual aid radios and testing the network through exercises.

> **Key Question** - If we have a major incident today under the mutual aid scenario, do all of the people who respond have the ability to communicate with each other? Unit wise, will all the agencies be able to communicate?

Col Lawson answered "Technical yes, practically speaking we don't know. It has to be tested. To say can it be done? Yes, if everyone pushes the right button when they are supposed to".

Lonnie Lawson asked - How do you make sure, at the last minute you're not just showing up and you don't have any planning; how do you get around all those issues?

Chairman Rutledge indicated that the key is that everyone has to be a coordinated and it must be a cooperative effort to be effective. Everyone agreed and the Chairman moved on to the next goal.

Goal 2 – Complete the Deployment of KYWINS Messenger

KYWINS Messenger may be adopted as a State standard, contingent upon the outcome of the pilot.

Goal 3 - Design a technical approach for building a statewide communications system as recommended by the Safecom Project.

Bob Stephens remarked that he felt that this plan {goal} is almost unachievable in the time frame we have (as a 2007 Goal).

Chairman Rutledge motions to strike this goal and come up with the committee's own goal.

Summary - We will need to examine the Commonwealth's data network to see what improvements can be made to enhance public safety, whether it's though application, increased infrastructure, or other. We will research incorporating all the known needs and see what other states are doing, what are other people in this are business doing? What are some things we would like to see KY achieve?

Since we are taking about mutual aid, the exercise will help determine what our business need is for voice interoperability. We should also receive things from the outreach to help us develop a voice program. We will also consider data and Voice over IP.

Goal 4 - Install the new digital Microwave system in the Eastern part of the State.

KWIEC members had no issues with this goal.

Goal 5 - Establish a public awareness and outreach program for public safety and communications interoperability.

Chairman Rutledge indicated that the video streaming will hopefully fill part of the goal for outreach and indicated that we could address forming a committee for this. He went on to say that word of mouth from the higher officials will be the best source of public awareness and we need to see what programs are available to us (example: Homeland Security, KCO, League of City's, Fire, EMS, and others). We need to get closer to those groups and share what we are doing so that they can incorporate in to their programs.

Overall Goals

Chairman Rutledge indicated that the report had already been submitted to the General Assembly, but briefed them that the KWIEC had not had a chance to meet as a body and vote on the goals. He went on to say that he doesn't believe there will be any problems submitting a revise version to the General Assembly since he is on record stating that the report hasn't been submitted to the KWIEC committee.

He indicated that a restated "goals and objectives" mission statement be put together, and then a draft will be emailed for everyone's comments and vote. This will be complete by next meeting.

With there being no further discussion from the floor, the Chairman asked that the briefings begin.

Program Updates and Briefings

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

700 and 800 MHz Initiatives

700 MHz Working Group

Briefing by Bob Stephens –

Key Points –
- The primary goal of the 700 committee is to write a plan to bring about seamless coordinated intergraded public safety communications.
- Derek Nesselrode and Bob Stephens are Co-Chairs of the committee
- Ron Pannell is vice Chair for Technical and Doug Hamilton vice Chair of Plans
- Information is now being put on the KWIEC web site.
- The process for the 700 MHz started in 1998.

800 MHz Working Group

Briefing by Bob Stephens –

Key Points –
- The 800 plan was done in 1993 and approved for licensing of narrow band frequencies.
- The 800 MHz channels are not the only ones getting re-banded.
- April 3rd, Plan Review meeting will take place; will provide KWIEC with the meeting minutes on a continuing basis.
- Kentucky has already been sorted to match up with its neighbors.
- Information is now being put on the KWIEC web site

800 MHz Re-banding

Briefing by Josh McKay with Sprint Nextel (Guest Speaker) –

Key Points –
- FCC ordered re-banding of the 800 MHz frequency range. Kentucky is in Wave II.
- Oversight committee is in place to ensure reasonable low cost retunes.
- An anti-windfall clause is in place requiring Nextel to pay the Federal Government any left over money not provided to local agencies.
- The Federal Government is also watching us to make sure NEXTEL doesn't give you too much.

Bob Stephens added
- The "Siren Call" proposal allows commercial Enterprise to build a nationwide public safety network by using 30 MHz of spectrum. The concept pretty good, supported by a lot of people, but the FCC denied their application on a technicality.
- As said, the group indorses a national data bandwidth plan that would be owned by a public trust, not a commercial enterprise. Comments are due the FCC by February 28th.

Interoperability Initiatives

Voice Mutual Aid and Interoperability

Briefing by LTC Shelby Lawson –

Key Points –
- The 450MHz system has been in place for some time and new sites and equipment were added to both the 800 MHz and 150 MHz sites.
- Coverage areas have been expanded with the new equipment/sites
- Forty 450MHz sites remain to be replaced but we are waiting on the Capital Project Funds Oversight Committee to meet to approve additional funding
- Also working to securing some additional New TAC channels

Mobile Data Interoperability

Briefing by LTC Shelby Lawson –

Key Points –
- The Project is complete
- Some areas of insufficient coverage has been reported and we are assessing these
- Poor coverage is mostly in the Eastern part of the state.

KYWINS Messenger

Briefing by LTC Shelby Lawson –

Key Points –
- KYWINS {messaging} is the name of interoperable instant messaging program
- The pilot in the London and Frankfort area.
- Allows Instant Messaging from mobile to mobile; mobile to desk, and desk-desk
- All mobile users that have computers in their cars already have some type of Instant Messaging, but they are not interoperable across the state
- KYWINS Messaging does allow seamless statewide Instant Messaging interoperability regardless of their system.
- We are looking into Cingular Air-cards to bridge some of the coverage gaps.

KEWS Digital Upgrade

Briefing by Chuck Miller –

Key Points –
- Harris has completed the engineering and we have moved from the planning into the execution phase.
- The target completion for the Priority-1 is end of May 2007.
- The funding provided to date (26.8 million) will take care of the Eastern segment of the Commonwealth.

Architecture Standards and Working Group (ASWG)

Briefing by Chuck Miller –

Key Points –
- ✣ The assessment process is taking about 30 calendar days.
- ✣ The Architecture and Standards Working Group was reestablished with new people, in October 2006 by Chairman Rutledge.
- ✣ Members are from various agencies and are all subject mater experts.
- ✣ Since October there has been sixteen assessments submitted with five currently being evaluated.
- ✣ Nine submittals currently have been approved by the CIO.

Open Discussion on Briefed topics

Chairman Rutledge told the committee that the ASWG was not a closed group and anyone qualified that can add value to the group can request to join. He also urged the KIWEC members to provide a timely response when voting.

Mary Pedersen states that she wants to make certain that people understand that the Mutual Aid and Interoperability MOU being signed will be a <u>requirement</u> for 07' Homeland Security funds. This is for the next round of funding. KOHS has been going out through an outreach program and conducting regional law enforcement technology information sharing conferences. They know where their gaps are. They are trying to make communities aware that the MOU exist, and that it is a requirement for them to get their 07' money. They are being told also to get the Mutual Aid frequencies in their radios. Mutual Aid is for all public safety agencies and a recent joint exercise in Bowling Green went well.

Ken Mitchell told members that the CMRS with the passage of house bill 666 the past year where we just created a grant fund, which we just completed our first round of funding and part of the bonus points were awarded to the scoring criteria that was based on having the mutual aid agreement in place. Also the Fusion Center reporting projects are being awarded extra points.

Chairman Rutledge told everyone that there is not a statewide plan that relates to interoperability, but we are trying to generate one.

Bob Stephens added that he felt that many agencies do not know what their neighboring agencies are doing.

Chairman Rutledge asked for any additional questions or comments and with their being no further comments prepared to adjourn the meeting.

Adjournment

Chairman Rutledge stated it was a good meeting and being that there was no further business called for a motion to conclude the meeting. A motion, and second were received and recorded and Chairman Rutledge concluded the meeting by thanking everyone for attending.