KWIEC Meeting Minutes
1:00 – 3:00 pm
Monday, May 17, 2004
Green River Area Development District
3860 Highway 60 West
Owensboro, Kentucky

I. Committee Attendees
- **Members Present** - Rodney Murphy, Michael Clark, Jim Ramsey, Lt. Col. Rob Miller, Col. David Casey, Bob Stephens (representing KyEm), Mike Rosenstein, Dean Peak, Terry Anderson, Andrew Cline (representing CHS-CIO), Erwin Roberts.
- **Visitors Present** – Ken Mitchell, Ken Born, Dave Steinwert, Stuart Hammond, Joel Schrader, Jim Baupart, David Plezbert, Frank Hijuelos, David Lyons, Walter Atherton, Richard Payne, Keith Cain

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

III. Welcome
- Rodney Murphy thanked the Green River Area Development for hosting the meeting and then introduced Reid Haire, Davies County Judge/Executive.

- Judge/Executive Haire welcomed the attendees to the community and the Green River Area Development facility. He stressed the importance of the KWIEC's work and is pleased by the number of people signed up to attend the Kentucky Interoperability Communication Conference scheduled on Tuesday, May18th.

  He reminded the committee members of the tornado of 2000 and the biggest complaint was the inability for public safety agencies to communicate with each other. He recommended agencies should consolidate their communication systems to bring about a seamless and cost effective solution to the citizens. However, there are problems with this approach. He emphasized the "turf problems" associated with such a consolidation is the most difficult challenge to overcome. Agencies believe that their particular hardware/software is the best and will not relinquish control of their communication systems.

- Rodney Murphy asked Ken Mitchell if KWIEC achieved a quorum. Ken Mitchell responded by acknowledging the quorum exists and that official business can be conducted by the committee.

IV.   Approval of Minutes
- David Casey made a motion that the minutes be accepted and Dean Peak seconded.
- Approval was unanimous

V.   Interim Interoperability Plan
- Rodney introduced a previous topic that was discussed at the last KWIEC meeting. The interim plan for communication interoperability is composed of the use the BIM card solution to create an interface between disparate radio communication systems. Rodney Murphy updated the committee that a letter of endorsement supporting regional interoperability using the BIM card solution was sent to Kentucky Emergency Management per the instructions of the Committee. Rodney Murphy stated that if the committee members did not receive a copy of the letter of endorsement for the BIM card interim solution, it is available from Ken Mitchell along with the interim BIM card solution plan.

- Discussion followed about the 80/20 Homeland Security Grant allocation where 80% of the grant funds would be directed towards local agencies and 20% of grant funds would be reserved for state agencies. An issue was brought to the table for discussion in that since the BIM card solution would benefit locals, would it be reasonable to split the money up and have the grant money targeted for locals to be applied for the BIM card solution? Rodney Murphy suggested Lt. Col. Miller and himself meet with Erwin Roberts to discuss this issue.

VI.   Legislative Report
- Ken Mitchell briefed the Committee on the impact of House Bill 226. House Bill 226 passed unanimously in the House and Senate and was signed by the Governor on April 2, 2004. Copies of HB226 should be in the KWIEC's member's packet.
- Changes due to HB226 (Effective July 13, 2004)
  1. All state agencies in the Commonwealth shall present all project plans for primary wireless public safety voice or data communications systems for review and recommendation by the KWIEC, and the KWIEC shall forward the plans to the Chief Information Officer for final approval.
  2. Local government entities shall present project plans for primary wireless public safety voice or data communications systems for review and recommendation by the KWIEC. It does not require approval from the Chief Information Officer.
  3. HB226 puts specific language that clarifies primary wireless public safety voice or data communications systems and excludes "911" telephone and dispatch systems.

- The Architecture & Standards group will be working to construct reporting formats that agencies can use to submit their plans to the KWIEC for review and approval for state agencies and review and recommendations for local agencies.

VI.   Working Group Report
- Architecture & Standards Working Group - Ken Born presented the "Mutual Aid Interoperability Plan for First Responders" PowerPoint demonstration. He identified three types of interoperable situations that public safety emergency responders may

encounter. They are Day-to-Day, Disaster Response/Coordination, and Task Force. The scope of the presentation would be to focus on providing communications interoperability in a Disaster Response/Coordination situation using Mutual Aid Channels. He identified Disaster Response/Coordination as when public safety agencies are overwhelmed with a response and their resources cannot accommodate that response and requires outside agencies to bring in the manpower and resources to the emergency scene. Ken Born reassured the committee that in time, the architecture & Standards working group would address and recommend communication interoperability techniques for Day-to-Day and Task Force situations.

Ken Born identified hardware and software barriers that prevent public safety first responders from communicating with each other. In order for seamless radio communications to take place, radios must operate on the same frequency (hardware) and use the same protocols (software). However, there are interoperable techniques that will overcome the technical barriers to allow radio communications interoperability to occur.

He proposed using Mutual Aid Channels to overcome the physical and software barriers to allow for communication interoperability to take place within a Disaster Response/Coordination situation. Public safety agencies would need to tune into a dedicated frequency using the "conventional" protocol that is shared among one or more public safety agencies as they arrive on the emergency scene.

Assessment of the Commonwealth's capabilities to support Mutual Aid Channels was presented using propagation (coverage) maps and an inventory of radio transceivers. Ken Born stated that public safety agencies operated on three frequency bands (68% in the 150 MHz, 29% in the 450 MHz, and 3% in the 800 MHz) in the Commonwealth. Since most radios do not have the capability to operate on different frequency bands, three separate frequency band infrastructures would be required to support such a plan.

The proposed Mutual Aid Channel plan is as follows:
- 150 MHz Plan combines two separate "Mediocre" coverage into a single infrastructure with "Good" statewide coverage. However, requires a small capital outlay to reprogram the radios and base stations.
- 450 MHz Plan requires no capital outlay and achieves "Excellent" statewide coverage.
- 800 MHz Plan is Talk-Around Mode only.
- 150 and 450 MHz Mutual Aid channels can be connected by leveraging the KSP's existing "Patch" technologies. Requires no capital outlay.

One of the issues raised with the Mutual Aid Channel is the potential for radio congestion. This could occur if there are two disasters in a particular area and there are a lot of people talking. It can also occur if first responders are using the channel for non-emergencies such as talking where to have lunch or casual conversations. Lt. Col. Miller emphasized that agencies do sign a Memorandum of Understanding with KSP that outlines the proper use of the channel to minimize the potential for

congestion and abuse. He stated that they haven't encountered any misuse of the channel, but the potential is always there when more agencies sign up.

Rodney Murphy emphasized that with any plan, the KWIEC would need to identify roles that different agencies can play in the overall interoperability plan of the Commonwealth.

Rodney Murphy posed the following questions to the KWIEC, "Where can we go with this plan?" "Should we go with this plan?" "Is this something we want the work group to pursue?" "What would be the next steps be if the group (KWIEC) chooses this plan?" The group engaged in a discussion regarding the simplicity of having a pre-programmed mutual aid channels in the radio so when responding to an emergency, they can pull up and be able to communicate with on scene command and control for instructions. Lt. Col. Rob Miller discussed the situation at the Corbin Plant explosion where various agencies responded onto the emergency scene and were not able to communicate with each other.

Lt. Col. Rob Miller emphasized that since KSP is involved with the licensing, equipment and administration of the communications infrastructure this plan will affect, he requests that he would like to talk to the Commissioner of the State Police before making a commitment. Jim Ramsey suggests the working group to research for more detail information about this plan regarding the costs and timelines.

Rodney Murphy asked the group to review the plan and send comments to Ken Born who will discuss it with the Architecture & Standards Working Group. He also instructed Ken Born to provide more information regarding the costs and timelines necessary to implement this plan. Rodney Murphy requested Lt. Col. Rob Miller to notify the Committee as to the Commissioner's response to this plan.

VII. Working Group Report
- Public Safety Working Group – Bob Stephens informed the group of a 700 MHz plan that is currently being drafted. The frequency scheme is patterned off the Missouri Plan.

VIII. Outreach & Education Seminar
- Ken Mitchell informed the committee that the Education and Information Seminar for public safety communications will be held on May 18th, 2004 at the Executive Inn in Owensboro. It is a full day seminar that covers Coordination and Partnerships, Wireless Technology, Spectrum Management, and Funding. He also informed the group that there will be similar conferences rolling across the state in the next couple of months.

IX. Community and Regional Reports
- Sheriff Keith Cain, Davies County Sheriff spoke and emphasized the changing times that are occurring with cooperation from various levels of public safety agencies in Kentucky. There is a concerted effort to bring agencies together to bring about communication interoperability. One example of this was the participation of agencies in the MDT project which was a tremendous success.

Sheriff Keith Cain stated the lessons learned from a tornado emergency that occurred two years ago was the lack of communication among public safety first responders. This was the number one issue that came out of that terrible experience. Now, they do have a communication system that links city police and county units. He also emphasized the benefits of consolidation of dispatch centers to save money and the need to better utilize what you currently have.

X.   State Reports

- Changes at GOT include Aldona Valicenti who left state government last November. Steve Dooley will be retiring May 31st. John Patterson is no longer in his position with CMRS. GOT will become a part of the Finance and Administration Cabinet. Rodney Murphy's role is going to change, but not sure if he will continue on as Chairperson of the KWIEC. The budget is still not passed which means funding for the updated KEWS is on hold. The wireless project for the Center is proceeding and looking to bring about five or six sites up shortly.
- Jim Ramsey stated that they are proceeding with KSP with their interoperability and the satellite project is still an interest with the Transportation Cabinet.
- David Casey talked about the satellite solution pilot and how it provided 98% coverage in eastern Kentucky.
- Andrew Kline discussed the changes occurring within his agency.
- Erwin Roberts discussed the changes occurring within the Kentucky Homeland Security, Office of Security Coordination. He talked about the Homeland Security Grant that was announced and informed the group that additional grant information is available on their website.

XI.   Open Discussion

- Rodney Murphy began the open discussion about the possibility of establishing a statewide radio communications inventory. The inventory would contain information on local and state agency radio equipment, tower sites, and frequency bands. The database would help budget estimations and possibly aid in collaborative efforts among agencies. Jim Ramsey believes that such a database will be requested more and more. However, the costs and resources to maintain the database would need to be addressed. Rodney Murphy will instruct his staff to perform more research into developing a statewide radio communications inventory database.

XII.   Next Meeting

- The next KWIEC meeting will tentatively be held August 16, 2004 from 1:00 – 3:00 pm at the Center for Rural Development in Somerset.

XV.   Adjourn

- The chair asked for a motion to adjourn and the motion was made by Jim Ramsey and seconded by Terry Anderson.