



## State Interoperability Executive Council

<http://www.oregon.gov/SIEC/>

### Meeting Minutes

November 13, 2007

***SIEC Members Present (7):*** Kristi Wilde, Rock Rakosi, Rob Reish for Peter van den Berg, Bob Strosser, John Koreski, Ken Keim for Ken Murphy, Pierre Jones for Kevin Peterman.

***OWIN Staff Present:*** Mike Zanon, Don Pfohl, Steve Noel, Ben Garvey, Liz Skinner

***Interested Parties:*** Mark Hall, Larsen Grabenkort, Steve Hill, Marla Rae, Paul Pedersen, Tom Gray, Barry Nathan, Jon Sholes, Rod Ashmore, Rick Hinthorne, Danny Thompson, Rick Williams, Doug Bowers, Damon Bredy

Chair Wilde called the meeting to order. Since there were not enough members present for a quorum, the October 9, 2007 minutes could not be approved. No additions or corrections at this time to the October 9, 2007 minutes. October minutes will be approved at the next meeting.

#### ***Chair's Report ~ Kristi Wilde***

Ms. Wilde explained that Chief Johnson is not available because he is attending a meeting at the Department of Homeland Security's (DHS) Office of Emergency Communication where he is representing local governments. The purpose of the meeting is developing a national plan related to the transition from wide band to narrow band.

Ms. Wilde explained the Public Safety Interoperable Communications (PSIC) grant process and next steps. Criteria for this grant are similar to previous DHS grants, but the requirements are more stringent. In the State Communications Interoperability Plan (SCIP) draft, the requirements for the PSIC grants are listed on the SIEC website. PSIC grant requests must align with the SCIP. PSIC grant funds cannot be used to complete a project that has already been funded, but can be a separate phase of an existing project. The PSIC grant will require a 20% cash match by the applicant. We have identified three investment justifications (IJs) for projects that are currently in draft form. The deadline is December 3<sup>rd</sup> for the IJ's to go to the Federal government. The Oregon-specific guidelines for the PSIC grant need to be approved by the SIEC at the December meeting.

#### ***OWIN Director's Report ~ Mike Zanon***

Mr. Zanon reviewed the status on project to assess the partnership potential of developing the OWIN system in the seven northwest counties. This region was selected because it represents a mix of urban and rural, some coastal interests and areas that have major projects going on. OWIN is attempting to address technical and executive support issues. On the technical side, Mr. Pfohl is identifying all of the infrastructure (e.g. local, state and private) that may exist in a given county. Using an optimal mix of the available infrastructure, Mr. Pfohl proposes a system design that could meet OWIN requirements. Mr. Pfohl just completed a review a review of Columbia

County. The final step is to compare the costs identified by the Federal Engineering study with an estimate of costs when maximizing the use of the existing infrastructure and then quantifying the difference. The OWIN staff has briefed members of the Governor's Office. Work on the other counties is underway.

Mr. Zanon is working with Eric Schmidt (Association of Oregon Counties) to acquire letters support from local government officials that document a willingness to partner with OWIN. Mr. Koreski asked what assumptions are being made about the state at the local level in respect to the physical plan. Mr. Zanon replies that OWIN has identified potential partnership sites specific partnership agreements are not in place.

Ms. Wilde thanked all the members who participated in the SCIP workshops throughout the state, and thanked Ms. Rae who facilitated the five workshops. Ms. Wilde stated that there was significant concern voiced at the SCIP workshops regarding the 20% cash match requirement. That information will be forwarded on to the Office of Emergency Management (OEM).

Ms. Rae provided a summary of the five Regional SCIP Workshops and estimated that 250 people had attended the workshops. The objectives of the workshops was to discuss the SCIP process and status, describe how it interfaces with the PSIC Grant program, and solicit input on how the SCIP may be improved. Ms. Rae stated that it was made clear at the workshops that they were not intended to be grant workshops. Ms. Harrison's (OEM Grant Coordinator) contact information was given out as a point of contact for any questions regarding the PSIC grant application process. Ms. Rae underscored the requirement that PSIC grant applications needed to be multi-jurisdictional projects. Workshop participants had few comments about the SCIP contents but some suggested there needs to be more regarding earthquake and fire training.

Over the course of the five workshops, approximately 45 different multi-jurisdictional projects were identified. Workshop participants from the rural regions of the state reiterated their concern that the 20% cash match requirement would make it difficult if not impossible to apply for the PSIC grant.

Ms. Rae noted that she was surprised to learn that in one of the regions, formal/regular communication with regional partners didn't necessarily happen unless they were working on a specific project. Ms. Rae stated that they should be routinely talking to each other regardless if there is a project happening or not. Mr. Zanon mentioned that from the Bend and Pendleton workshops they would like to see meetings happen in areas other than Salem all the time. He suggested that maybe SIEC consider moving the group meetings around the region.

Ms. Wilde commented that this was great feedback from the workshops and that she needs all the SCIP comments no later than November 16<sup>th</sup>. She will get the finalized SCIP out to the council by November 21<sup>st</sup> and ask for a telephone or an electronic vote.

Mr. Zanon discussed the draft Oregon-specific PSIC Grant Guidance. Ken Murphy, OEM Director, welcomed the SIEC's input in developing the Oregon-specific grant guidance. The information in this draft is compiled from documentation that has already been published. This draft starts with the PSIC draft guidelines, the SCIP Goals and Objectives, and the SCIP

Initiatives. The authorized Equipment list shows what are and are not allowable PSIC expenses. Mr. Zanon would like the SIEC members to review and make comments by December 1<sup>st</sup> and to verify that this provides appropriate guidance. Mr. Zanon would like all comments back before the December meeting so that they may be incorporated into a final document and made available for final approval at the December meeting. Chief Johnson will sign the document and forwarded it to Mr. Murphy. Chief Rakosi had a question regarding the allowable versus the disallowable expenses. Mr. Zanon's commented that we still need to do some more research on the Authorized Equipment List. Mr. Reish had a question for Ms. Wilde concerning the review process for the IJ's. How will the grant applications be prioritized and who will review them? Mr. Zanon explained that OEM had requested technical assistance from the SIEC in reviewing PSIC applications. Ms. Wilde states that DHS has a diverse group of people who review grants and that may be an item to discuss at the next council meeting. Ms. Wilde is hopeful that the PSIC guidelines will be on the SIEC website within the next few weeks.

### ***Committee Reports***

#### ***Technical Committee ~ Kristi Wilde for Sean McSpaden***

Ms. Wilde spoke about the OWIN Phase One Scope document. The SIEC should promote co-location opportunities like Roxy Anne in Medford. There are long standing agreements in place now that need to be honored in the future.

#### ***Partnership Committee ~ Captain Bill Thompson for Sheriff Russ Burger***

Partnership Committee meeting was cancelled. No report.

#### ***Strategic Planning Committee ~ Kristi Wilde***

No further report.

#### ***Finance Committee ~ No report.***

#### ***Open Discussion/Questions***

Ms. Wilde asks if there are any comments regarding the Topoff Drill that happened last month. She stated that they are trying to get some information from the drill and will send out a report to the groups.

**Meeting adjourned at 2:10 p.m.**