



STATE INTEROPERABILITY EXECUTIVE COUNCIL

May 19, 2004

PRESENT: Jeff Johnson, Chair; Kristin Chaffee, Kit Eldredge, John Hartsock, Sally Jones, Fred Ziari, Dennis Jorgenson, Stan Czerniak, Hans Meere, Clark Seely, Nancy Jesuale, Kathy George, Marcus Kohler, Brian Nordlund, Steve Shelton, Darren Rice, David Brooks, David Kemp, Bret Freeman, Nan Newell, Ken Keim, Tami Kuehl, Joe Kuran, Dave Austin, Kristi Wilde, Don Pfohl, Steve Noel, Theresa Masse, Jim Walz, Patty McMillan, Paul Stein, Bruce Branlund, Joe Farias, Jim Townsend, Art Walker, Tim DeRosier, Wayne Siver, Lance Englet, Bill McCaffrey, Marla Rae, Steve Marks, Jane Leonhardt

Chair Jeff Johnson called the meeting to order at approximately 1:12 p.m. The meeting was held at the Major General Donald E. Anderson Readiness Center/C-4 Communications Center, Room 114, 3225 State Street, Salem, OR 97301.

ACTION: Motion to approve the minutes from meeting of February 3, 2004 made by Kristi Wilde. Seconded by Clark Seely. Approved.

ACTION: Motion to approve the minutes from meeting of March 2, 2004, 2004 made by Sally Jones. Seconded by Clark Seely. Approved.

INTRODUCTIONS AND APPOINTMENTS

Chief Johnson introduced Marla Rae and Steve Marks, the new SIEC Coordinators, who are taking over the coordination of SIEC from Chief Johnson and Kristin Chaffee. Jane Leonhardt will be handling administrative matters for Marla Rae and Steve Marks.

OLD BUSINESS

Call for old business. No old business noted.

NEW BUSINESS

Call for new business. No new business noted.

CHAIR'S REPORT

Overview of RFP Proposal Evaluation/Award Processes - Chief Johnson began by thanking all who participated in the grant-funded RFP process. Six proposers responded to the Coordination RFP, and six proposers responded to the Inventory and Gap Analysis RFP. A Joint Evaluation Committee reviewed all proposals and made their recommendations to the TVF&R Board of Directors. The contractor selections made are consistent with the SIEC's immediate needs. As Tualatin Valley Fire & Rescue (TVF&R) is serving as the administering agency for the grant that funds these contracts, Kristin Chaffee will serve as TVF&R's project coordinator to work with the contractors.

Introduction of and Comments from Coordination Contractors – Marla Rae and Steve Marks. Chief Johnson noted his hope that Marla and Steve's involvement will raise the profile of the SIEC around the state. Their contract runs May 13, 2004 through February 18, 2005. Contact information for Marla and Steve, as well as a Statement of Work, was distributed to meeting attendees. Steve and Marla will facilitate and monitor the overall strategic planning effort, will liaison with and represent the SIEC to the stakeholders, create and disseminate components of the awareness campaign to the stakeholders, and will coordinate and support the SIEC council meetings. Steve and Marla are also responsible for keeping the SIEC informed on developments in interoperability and the wireless arena and, as the legislative session approaches, watch for threats and opportunities for the SIEC. Chief Johnson reminded everyone to watch for emails from Marla and Steve.

Marla Rae reported that she and Steve Marks plan to meet at some point with everyone on the Council to do an information download. Their goal is to help everyone move their agendas forward as much as possible. Their hope is that participation will increase. Steve Marks reiterated his excitement at being involved in the project, and outlined he and Marla's background with public safety and government. They are already working with Nancy Jesuale and the W&H Pacific team regarding intra-communications systems.

Introduction of and comments from Inventory/Gap Analysis contractors – W&H Pacific. Chief Johnson reported that W&H Pacific and WiNSEC submitted a strong and viable proposal and outsourced other competitors by over 10%. Brian Nordlund is the project manager and is subcontracting with WiNSEC (Stevens University) in New Jersey. Their contract period runs May 14, through December 31, 2004. Contact information, a Project Schedule and Statement of Work was distributed to meeting attendees.

Nancy Jesuale reported that WiNSEC decided to approach W&H Pacific to partner because she and Brian Nordlund have had a long history of working together on projects. They have brought in Jim DeRosier and Art Walker to assist. Brian Nordlund is the project manager and will take lead. They will work closely with Don Pfohl and the Technical Committee. Nancy will be the project manager for WiNSEC. WiNSEC will be in charge of and responsible for the Gap Analysis portion of the project. Nancy will also be responsible for coordinating with Marla Rae and Steve Marks.

Brian Nordlund reported that the first step is to strategize the method to get around the state to perform a physical inventory by contacting various agencies and looking at and identifying key sites. The goal is to have an on-line system that can be used to view the data associated with the systems around the state and use it to enter data as the systems evolve.

Patty McMillan voiced concerns to Nancy and Brian relating to security of an on-line system. Brian Nordlund stated that the on-line system will be very secure. He discussed opportunities to have the information posted on a third party's system as a database server, or have the information posted by the State itself. There is no intention of having the information available to anyone but those with a log-in and authority to access it.

Chief Johnson noted that letters will go out from the Chair to all stakeholder associations introducing the contractors and their teams, which will begin the process of letting people know who the SIEC is and what their role and responsibility is.

Nancy Jesuale commented that the timeframe is to have this finished by the end of the year and that they are going to have to step up the velocity on decision-making and acting on decisions. Discussion ensued regarding the decision-making process as outlined by Committee Charters vs. Council decisions. No changes to the decision-making process were instituted.

Changes at State Level – Office of Homeland Security. Chief Johnson offered his congratulations on behalf of the SIEC to Bev Venell who was appointed to head Oregon's new Office of Homeland Security. The day-to-day reporting structure for the SIEC will not change; reports will still be made to the Senior Public Safety Advisor to the Governor.

Since Bev Venell was not present at the meeting, Major Lance Englet reported on the Governor's creation of the Oregon Homeland Security Office (OHSO). Bev Venell was appointed as the director and elevated to a cabinet level position. This new cabinet includes Major John Salle on behalf of the OSP, Ken Murphy for OEM, Nancy Orr for the State Fire Marshal's Office, and the Oregon Military, which will be headed by Major Englet. The purpose of the Office of Homeland Security is to create a strategy that works state-wide. The long range vision and goal is that during a time of crisis, the Office of Homeland Security will provide leadership to the entire State.

COMMITTEE REPORTS

A. Strategic Planning Committee

- *Status of Annual Strategic Plan Review (Kristi Wilde).* The Strategic Planning Committee met with Steve Marks and Marla Rae. The goal is to get back on track with a strategic plan, with timelines and accountability for timelines. The next meeting is in June. They will have a proposal for an update to the plan and assignments with specific committees or entities involved and proposed timelines.
- *Status of SAFECOM SIEC Symposium (Nancy Jesuale).* SAFECOM decided in late-February 2004 to take over the planning of a multi-state summit of SIECs. Their last meeting was held in March. Nothing has been heard since then. SAFECOM is aware of Marla and Steve's involvement. Don Pfohl reported that he was appointed to the SAFECOM Advisory Committee and was told they were working on an agenda for a June 18th inaugural meeting of the Advisory Committee to be held in Philadelphia. He has not heard anything further and feels the group may be struggling with organization. Chief Johnson's reaction was that if there is no firm commitment from SAFECOM by July 1st, SIEC should proceed with the original plan, set a date, call the SIECs together and move ahead.

B. Partnerships Committee (Dave Austin)

Dave Austin gave an update on the UASI grant (Urban Area Security Initiative). The process will award two separate grants to build seven communications centers in the Portland Metro area. The primary focus is to build and test interoperability technology to later be leveraged on a much broader scale throughout the State of Oregon. They are struggling currently with Intergovernmental Agreements that must be executed to get this done. Hopefully this can be resolved in the next few weeks. John Hartsock pointed out that it will actually be a two-state interoperable system (Oregon and Washington).

Chief Johnson asked Don Pfohl if SAFECOM, or anyone else, had set standards for interoperability from state to state or if people were defaulting to the five interoperability channels per band. Don reported that no standards had been set.

ACTION: Put on the agenda for the SIEC meeting to ask the FCC to identify preferred interoperability standards state to state.

C. Technical Advisory Committee (Don Pfohl):

- *Status of Technical Committee Work Session #2.* Don passed around a draft agenda for Work Session No. 2. The coordinators will decide upon a date, time and location for the next work session. Don asked for suggestions for items that should be put on the Work Session agenda. Chief Johnson brought up the subject of promoting and supporting immediate, low level interoperability initiatives in the short-term across the State, and questioned which committee should be responsible for it, i.e., should it be put on the Technical Committee Work Session agenda. Don indicated it was not a Technical Committee issue. Kristi Wilde felt it should be a Partnership Committee issue and Chief Johnson agreed.

ACTION: Dave Austin is to set a meeting for the Partnership Committee to facilitate a discussion on promoting and supporting short-term, low level interoperability initiatives across the state.

- *Summary of SAFECOM Statement of Requirements.* Don handed out a press release and a summary of the SAFECOM Statement of Requirements (SoR) which he prepared since the SoR is approximately 170 pages. Don's assessment of the SoR followed. In his opinion, the SoR is okay as an ultimate goal, but feels it falls short of providing a focus on where interoperability should be going in the short term. Don feels SAFECOM should take some of the requirements and make them mandatory, or perhaps RSIUS could make them mandatory. There is a wide variation in interpretations of what interoperability is. He feels the SoR is valuable, but in order to apply it either SAFECOM is going to need to make mandatory judgments, or perhaps SIEC can take parts of it and apply them in Oregon. It was pointed out that the press release notes the website where the entire Statement of Requirements can be viewed. Discussion then followed regarding the issue of grants, requirements for grants and where the grants go. Kit Eldredge also brought up the subject of blending digital with analog and whether SAFECOM is addressing best practices. Discussion ensued regarding how to tie systems together rather than building a mega system.

D. Implementation Committee

The Implementation Committee will be removed from future agendas while it is inactive.

E. SIEC Awareness Committee (Nancy Jesuale)

The Awareness Committee is working on a date and an agenda for the next meeting. The Committee has been dormant because the Public Awareness Campaign was a major focus of the contractors' work. If anyone wants to join the committee, please let Nancy know. Marla Rae reported that Chief Johnson will be sending a letter to the stakeholder organizations announcing the appointment of Marla and Steve. Marla and Steve will be contacting the stakeholder organizations such as Chiefs of Police, Fire Chiefs, etc., and working to get on their agendas quickly to reinforce the word of the SIEC. Everyone is encouraged to look for opportunities to move the SIEC's agenda forward.

ADDITIONAL ITEMS NOT ON THE AGENDA

Sally Jones, Columbia 9-1-1 Communications District/Region 35 700MHz RPC Committee Chair, reported that Columbia County passed a five year local option levy to fund five more years of 9-1-1 in Columbia County.

Kit Eldredge, M/A-Com, reported that Don Pfohl was directly involved in development of the Western States Contracting Alliance contract. Through that program the Washington State Patrol recently purchased over 2000 mobiles and portables from M/A-Com which will allow them future compatibility with the network solution. Washington State Patrol asked M/A-Com to partner with them as they are being asked to protect and serve during the July 16-19 National Governors Conference in Seattle Washington. M/A-Com will be installing close to \$2 million worth of equipment and providing services to tie together the Nextel phones, King Co. 800 MHz trunk system, Washington State Patrol's VHF Conventional and other federal and state agencies that may be required to interoperate. There will be a live installation in Seattle by the first week in July. There will be an opportunity to take a look at the devices and see what network interoperability is all about.

Kit also wanted to report that M/A-Com was the successful bidder in a \$1 billion contract for the State of New York Communications Network. It's a 20-year contract to bring the state together through a combination of digital, common air interface and network solution.

Bruce Branlund reported on the IWiN Solution. The Department of the Treasury of Justice has installed a Motorola P25 digital trunk system between Vancouver B.C. and Olympia. They were also awarded a pilot P25 digital trunk system for the State of Montana. Motorola plans to have interoperability demonstrations at the National Sheriffs Conference at the end of June in Seattle. They have a new product which is similar to the Network First Solution M/A-Com provides, called Software Switch Radio Network.

Patti McMillian suggested that SIEC analyze how to be proactive with the overwhelming incoming saturation of the PSAP during a major event, suggesting that a state-wide dial and

deliver system be considered. A similar system worked effectively to keep the general public calmed down during the Anthrax scare on the East Coast.

Chief Johnson opened discussion regarding the Voice Over Internet Protocol (VOIP) phone system asking if someone at APCO/NENA was dealing with the non-9-1-1 taxability issue. Ken Keim reported that the FCC has control over it much like they do the wireless. Sally Jones reported that on the state level, they've created a task force, chaired by Paul Stein, to address a variety of issues having to do with VOIP. She doesn't know if there will be anything proposed in this session.

ADJOURNMENT

The next meeting will be July 20, 2004, at 1300 hours, at the Major General Donald E. Anderson Readiness Center/C-4 Communications Center, Room 114, 3225 State Street, Salem, OR 97301.

The meeting was adjourned at approximately 2:25 p.m. by Chair Jeff Johnson.

A special presentation was made after the meeting by Fred Ziari of IRZ Consulting regarding the Wi-Fi system installed and active in the Hermiston Area.