



## Oregon State Interoperability Executive Council

Minutes of Meeting – June 7, 2005

PRESENT: Jeff Johnson, Chair; Clark Seely; Craig Campbell; Don Pfohl; Jeanne Arana; Joe Kuran; John Koreski; Ken Murphy; Steve Wheeler; Kathy George; Don Jenson; Lance Englet; Kristi Wilde; Jim Walz; Steve Marks; Marla Rae; Kristin Chaffee; Adam Haas; Darren Rice; David Brooks; Duane Forman; Hans Meere; Harold Volz; Howard Stutlman; Joe Farias; Rick Williams; Sean McSpaden; Millie Tirapelle; Jennifer Kilmurray; Andrew Foland; Tami Kuehl; Nancy Jesuale; Steve Shelton; Robert Archer; Ryan Tribbett.

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Acting Chair Kristi Wilde called the meeting to order at approximately 1:10 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, Oregon.

### INTRODUCTIONS

Acting Chair Wilde asked members and proxies to introduce themselves, and asked that interested parties also be introduced. It was noted that David Brooks, City of Portland, was in attendance and is now the chair of the Region 35 Planning Committee.

Call for approval of the minutes from the May 2005 council meeting. No corrections were noted.

**ACTION:** A motion to approve the minutes from meeting of May 2005 was made by Don Jenson. Seconded by Lance Englet. Approved.

### CHAIR'S REPORT

Marla Rae, on behalf of SIEC Chair Jeff Johnson, briefly outlined a May 25 letter to the International Association of Fire Chiefs (IAFC). A copy of the letter was provided to SIEC members. In it, Chief Johnson urged IAFC to support and pursue two issues. The first is for SIECs to be eligible to receive direct grants from the federal government. Second, Chief Johnson urged that a national forum be held and that SAFECOM be encouraged to act on the development of a national symposium.

### COUNCIL CONSIDERATION OF PROPOSED SIEC POLICY ACTIONS

Marla Rae provided an overview of the process used to obtain public comments on the proposed policy actions, approved in draft form by the SIEC in May. She, co-coordinator Steve Marks, and Chief Johnson met with representatives of the various local government associations earlier in the month to walk through each of the proposed policies and to respond to questions. She reported that the meeting was productive and no dissent on the direction of the policies was apparent.

The policies also were reviewed by the Office of Emergency Management and the State Wireless Infrastructure Investment Group. Various suggestions were received and incorporated.

draft

in the drafts up for review by the council at this meeting. Marla Rae said that APCO/NENA voted to support all five policy actions as proposed.

One other written comment was received; Jerry Boyd of Baker County 911 Communications wrote that, overall, he agreed with the policy actions.

In addition, based on the process approved by the council earlier, public comments were welcome at today's meeting.

With that background, council members moved into consideration of the five proposed policy actions.

#### SIEC POLICY ACTION 01-2005: "SYSTEM OF SYSTEMS APPROACH"

Marla Rae overviewed Policy Action 01-2005. She noted OEM's comment that a system of systems approach would appear to be the most logical way to use existing equipment and technical expertise at both the local and state level. OEM also commented that we need a state plan to guide local plans and equipment connectivity.

Acting Chair Kristi Wilde called for discussion. Steve Wheeler noted that this action, along with the other four up for consideration, might be modified in the future if circumstances warrant. Kristi Wilde confirmed that.

**ACTION:** It was moved by Steve Wheeler and seconded by Lance Englet to adopt SIEC Policy Action 01-2005. Motion carried. The adopted policy action is as follows:

It is the policy of the SIEC to promote and support a "system of systems" approach to achieving interoperability in Oregon.

Through this approach, communication technology gateways will allow the connection of otherwise incompatible public safety communications systems.

This approach builds on existing public safety communications infrastructure and systems deployed throughout the state, and the SIEC finds this alternative to be a feasible option compared to other alternative actions.

Therefore:

1. Public safety communications plans and investments at both the state and local level should be implemented based upon a system of systems approach to achieving public safety communication interoperability.
2. The SIEC will work to coordinate state and local public safety interoperability plans and investments to achieve high levels of communication service quality and efficiencies in cost on behalf of Oregonians.

#### SIEC POLICY ACTION 02-2005: "LEVEL FOUR" INTEROPERABILITY

Marla Rae overviewed Policy Action 02-2005. She reported that no comments were received concerning this proposal. She noted that one word was wrong: "were" ought to be "where" in the final sentence.

**ACTION:** It was moved by Don Jenson and seconded by Kathy George to approve Policy Action 02-2005 as amended. Motion carried. The adopted policy action is as follows:

It is the policy of the SIEC to promote and support a statewide level of interoperability that reaches "level 4" interoperability as defined and described by SAFECOM.

1. Higher levels of interoperability should be pursued in areas where it is cost effective and necessary for protection of the public.

#### SIEC POLICY ACTION 03-2005: STATEWIDE, STATE-CONSTRUCTED PLATFORM

Again, Marla Rae overviewed the proposed policy action. She said comments on this proposal concerned the definition of "high speed" when discussing a data network. She said there was a suggestion from SWIIG that the network description should also include the operation of a statewide virtual private network (VPN).

There was lengthy discussion regarding the channel designation and statewide data network.

**ACTION:** It was moved by Clark Seely and seconded by Ken Murphy to approve Policy Action 03-2005. Motion carried. The approved policy action is as follows:

It is the policy of the SIEC to support the development of a statewide, state constructed, public safety communications platform to serve state public safety agency communication needs, and to meet the interoperability needs of the entire statewide public safety communications community (city, tribal, county, district, federal).

The architecture of the communication platform shall include the following elements connected within a virtual private network:

1. Statewide basic infrastructure;
2. Emergency communications virtual private network;
3. Statewide VHF P25 system;
4. Interoperability channel(s) designation(s) for VHF, UHF, 700 MHz, 800MHz;
5. Federal IWN system;
6. 700 MHz Data Network; and,
7. Public safety communications access for county, city, federal, tribal, metropolitan and district communication needs.
8. The network basic infrastructure and communications equipment includes the state operation of the statewide VPN.

The State Interoperability Executive Council shall assume the lead for policies concerning the:

1. Emergency communications virtual private network;
2. Interoperability Channel Designation for VHF, UHF, 700 MHz, 800 MHz; and,
3. 700 MHz Data Network.

The State of Oregon shall assume the lead responsibilities for:

1. Constructing, operating, and maintaining the statewide basic infrastructure; and,
2. Operating a Statewide VHF P25 system for state use.

Unless otherwise provided for by law, Oregon Homeland Security and the State Wireless Infrastructure Investment Group (SWIIG) shall assume responsibilities for the State of Oregon.

#### SIEC POLICY ACTION 04-2005: ACCESS FOR NON-STATE PUBLIC SAFETY AGENCIES

Marla Rae provided the overview of the proposed policy, saying that the only question that arose during the public comment period was whether the SIEC would take a local or regional approach in connecting local agencies to the state platform. If a regional approach is taken, she said, the commentor asked about the make-up of the regions. Marla said the Partnership Committee had that issue before it and has so far recommended that the SIEC align with the existing public health regions.

During council discussion of this policy, questions were raised concerning the scope of the "platform" and what definition of "public safety" is being used when the policy refers to "public safety agencies." Rather than use the term "non state" when referring to city, county, tribal, special district, federal or Chapter 190 agencies, it was proposed to use the word "other" rather than "local" in the proposed action.

After getting pelted with a bag of potato chips, Chief Johnson said broad policy statements are intended in each of these actions with many of the details to be worked out as the council puts the meat on the policies.

**ACTION:** It was moved by Clark Seely and seconded by Don Jenson to approve Policy Action 04-2005 as modified. Motion carried. The approved policy is as follows:

It is the policy of the SIEC to ensure access to a public safety communications virtual private network for other public safety agencies that are not agencies of the State of Oregon.

1. These public safety agencies are presumed to have access to the public safety communication platform.
2. These public safety agencies, at their own discretion, shall determine whether they will connect to the public safety communications platform.

The SIEC will work to maximize interoperability and will facilitate efforts that connect these public safety agencies to the public safety communications platform.

## SIEC POLICY ACTION 05-2005: CO-LOCATION OF SECURE FACILITIES

Marla Rae overviewed the proposed policy for co-location of secure facilities. At the request of OEM and SWIIG, the policy was modified to include R56 standards, to incorporate seismic standards, and to affirmatively state that contractors of public safety agencies adhere to construction standards as well as follow site access security procedures.

Millie Tirpelli from Jackson County SOURCE said they very much favor site co-location because it would improve sites and reduce interference. She said she did not want the proposed policy to imply that sites already in compliance with the policy but not presently co-located would not need to be disabled. It was then suggested that the policy make clear that the SIEC is focused on future co-location opportunities, not existing sites.

**ACTION:** It was moved by Don Jenson and seconded by Ken Murphy to approve Policy Action 05-2005 as modified. Motion carried. The approved policy is as follows:

The SIEC will work to coordinate and facilitate future co-location of secure facilities and infrastructure that support public safety wireless communications systems, and the SIEC supports the R56 standard as it relates to grounding, electrical, seismic, cabling, equipment installation and construction techniques.

1. Co-location will help reduce redundant expenditures, maintenance time, and interference of services at remote facilities.

State and local public safety agencies considering such investments should work closely with each other and the SIEC to facilitate and maximize the functional use of limited and valuable prime locations for the siting of wireless communications infrastructure.

1. Contractors of public safety agencies shall adhere to R56 standard procedures as they pertain to construction and installation of communication facilities.
2. Contractors of public safety agencies shall follow site access security procedures as outlined by the SIEC or State Dept. of Homeland Security.

## CONSULTANTS' REPORTS

Legislative Report: Craig Campbell, Public Safety Advisor to the Governor, reported on the status of HB 2101, the Governor's proposal to create the state Department of Homeland Security. He said the bill is likely to be part of the "end game" in the legislature. He reported that a group of interested associations met this morning to discuss what actions are necessary to move the bill along. In response to a question from Chair Johnson, Campbell said the SIEC could assist by providing general information to legislators. The chair directed the SIEC

coordinators to convene a group of the lobby for the affected local government associations to advocate for the creation of the Department.

County Planning RFP: SIEC co-coordinator Steve Marks reported on a recent meeting at Oregon Emergency Management concerning the RFP for the development of communications plans for 17 counties that applied for federal grant funds. Ken Murphy said OEM has not yet formalized the regions pending further information regarding the future federal funding formula. He said federal officials are considering risk, critical infrastructure, population and population density in developing a "tiering system" for the funding formula. Murphy said the regions for the west side of the state may be close to the existing health regions; the east side may change slightly because of the tiering system factors.

Finance Committee Charter: John Koreski provided highlights of the proposed charter for the time-limited Finance Committee. He said the mission of the committee is to develop a range of options to finance statewide improvements for the planning, design, engineering and construction of a statewide network. Koreski provided a brief overview of the goals and objectives of the committee as well as the proposed membership.

**ACTION:** It was moved by Clark Seely and seconded by Jim Walz to approve the charter for the Finance Committee. Motion approved.

#### COMMITTEE REPORTS/ASSIGNMENTS

##### A. Strategic Planning Committee

Chair Kristi Wilde reported on three actions by the Strategic Planning Committee. First, she said, the committee reviewed and recommended the proposed charter for the Finance Committee. Second, she reported that the committee endorsed the process for public comment on policy actions to be used as a model for the future. Third, she said the committee is working on a complete redraft of the Strategic Plan. Wilde said a substantial rewrite is needed because the SIEC has moved to a new level and is passed the formative stage. She said the committee wants the plan to be very clear about priorities in anticipation of the 2007 legislative session. Wilde said a draft would be available for review in July. A comment period will be available through the summer with anticipated action by the SIEC at the September meeting.

##### B. Technical Committee

Chair Don Pfohl said the committee to date has held four technical presentations with one more network presentation scheduled in June and another in July. He said technical presentations then will shift to Project 25 trunking systems.

Pfohl said the Federal Communications Commission has issued a Notice of Proposed Rulemaking in which it seeks comments on wideband interoperability channel standards, encryption standards, 700 MHz system design parameters, and regional planning, among other interoperability issues. Pfohl said he has scheduled a conference call for tomorrow (June 8) to meet the comment deadline of June 13. Because of the tight schedule, the Executive Committee rather than the full SIEC will review and approve the comments.

FUTURE MEETING AGENDA

Marla Rae provided a handout of the future SIEC meeting schedule. Those dates are July 12, September 20, October 19, November 15 and December 13. All meetings are set for 1 p.m. to 3 p.m. in the Anderson Readiness Center in Salem.

ADJOURNMENT

**ACTION:** There being no other business, Clark Seely moved to adjourn. The motion was seconded by Jim Walz and approved unanimously.

Respectfully submitted,  
Marla Rae  
SIEC Co-Coordinator