

# OREGON SIEC QUARTERLY COUNCIL MEETING

## MEETING MINUTES

<b>Date of Meeting:</b>	November 13 <sup>th</sup> , 2018	<b>Location:</b>	ODFW HQ Classroom 4034 Fairview Industrial Dr SE Salem OR 97302
<b>Minutes Prepared By:</b>	Cody Anders	<b>Time:</b>	1:30pm – 3:30pm PST

### 1. Purpose of Meeting

Quarterly SIEC Council update Meeting

### 2. Attendance

SIEC Members:		Others:	
Joel Lujan		Rick Roche	Shawn Halsey
John Hartsock		Cameron Lounge	Mark Buchholz
Andrew Phelps		Aaron Gant	Cody Anders
Dave Stuckey		Jay LaValley	Bruce Richter
Bob Cozzie		Bob Fletcher	Steve Noel
Mark Daniel		Gail Harbert	Ben Garvey
Roger Johnson		Daniel Majors	Ben Gherezgiher
Tom Johnston		Kristin Chaffee	David Soloos
Adam Haas (by phone)		Dave Scheuch	Kiley Breitling
Chris Tamarin (by phone)			

### 3. Meeting Agenda

- I. **Call to order (Vice Chair for Chair)**
- II. **Introductions and quorum verification, 10 minutes**
- III. **Approve the agenda**
- IV. **Council minutes (approve Sept 2018 SIEC meeting minutes), 5 min.**
- V. **SIEC committee reports, 25 min**
  - a. Executive Committee – Bob Cozzie
  - b. Strategic Planning Committee – Bob Cozzie
  - c. Broadband Committee – TBD
    - i. FirstNet Single Point Of Contact report - Ben Gherezgiher
  - d. Technical Committee – Rick Iverson
    - i. WCN (WCCCA and C800) frequency use request
  - e. Partnership Committee – Tom Johnston and Rob Reish  
Information
    - i. Partnership Committee charter adoption
- VI. **Region 35 700 MHz and 800 MHz committee reports – John Hartsock, 5 min**
- VII. **Statewide Interoperability Coordinator Report – David Soloos 15 min**
  - a. Department of Homeland Security Office of Emergency
  - b. Communications – Bruce Richter

## OREGON SIEC QUARTERLY COUNCIL MEETING

- VIII. **Radio System Reports, 5 min**
  - a. Albany/Linn County; Eugene/Lane County; Frontier; ODOT; Portland;
  - b. Salem; UMRADD; WCN/C800; other
- IX. **Open discussion, questions, public testimony, 5-10 min**
- X. **Adjourn**

### 4. Meeting Notes, Decisions, Issues

- I. **Call to order (Vice Chair for Chair)**
  - Call to order at 1:34pm PST by Vice Chair Bob Cozzie
- II. **Introductions and quorum verification**
  - Quorum was verified and confirmed for today's meeting.
- III. **Approve the agenda**
  - Agenda approved. No requests for amendments or additions to the agenda.
- IV. **Council minutes (approve Sept 2018 SIEC meeting minutes)**

*Action – May 2018, Sept 2018, and Nov 2018 Meeting Minutes to be approved during our next SIEC meeting.*

  - Bob provided an update regarding the previous meeting minutes:
    - Council has not had a chance to review minutes from September's SIEC meeting as they were sent late last night.
    - Minutes from the May and September SIEC meetings will be sent out along with today's meeting minutes for the council body to review.
    - Will approve the three sets of meeting minutes at the next SIEC meeting.
- V. **SIEC committee reports**
  - *Executive Committee*
    - 2019 Meetings: February 12; May 21; Sept 10; Nov 12
    - Plan is to host the 2019 SIEC meeting series at the Oregon Department of Public Safety Standards and Training (DPSST) facility.
    - Currently, DPSST have a rule to only schedule 6 months in advance. Chief Duyck will reach out to Director Eriks Gabliks to inquire about reserving space for the 2019 SIEC meetings.
    - Will send out the meeting requests upon confirmation of location for 2019 meetings.
    - Bob talked about obtaining the proper level of support to accomplish our work in order to be able to move forward with our initiatives.
      - In past and future; Bob emphasized the need of support from state representatives. Specifically administrative support.
      - Noted the Executive Committee is aware of the issue and discussions are ongoing to address this issue.
      - Tom Johnston discussed the potential approach to engaging elected officials and the Governor's Office in garnering their support for more administrative support to SIEC.

## OREGON SIEC QUARTERLY COUNCIL MEETING

- *Strategic Planning Committee*
  - Have kicked off SCIP update process with Technical Assistance from OEC last week regarding the SCIP update.
  - Discussed how the current SCIP template doesn't fit well with Oregon and doesn't provide a lot of clarity. The next meeting on Friday, November 17<sup>th</sup> will be led by a different consultant with the goal to customize the format and content for Oregon.
  - Bob discussed the intent of the SCIP which is to have a document the state of Oregon can not only understand, but also that is useful.
    - Goal is to narrow it down to about 10 objectives (max) and those objectives would be reported back to the agenda every quarter so we have goals and reporting mechanisms built into it.
  - Six webinars are scheduled to develop the SCIP, followed by a face-to-face workshop prior to the next SIEC meeting. Bob hopes to bring the draft SCIP plan to the next SIEC meeting for review and recommendation for approval.
  - TA Grant Opportunities
    - The deadline to request TAs is quickly approaching. Each state receives five TAs. The problem is we have an old SCIP plan and the TAs need to be tied to the SCIP.
- *Broadband Committee*
  - [Kristin Chaffee](#) updated the group that Broadband Committee meeting did not occur today. It will next ensue on November 26<sup>th</sup> at 3pm. Any persons who wants to attend should reach out to her for additional details.
  - FirstNet Single Point of Contact Report
    - Ben provided an update regarding the quarterly FirstNet meetings with AT&T.
    - Purpose of the meetings is to set a standard on reports from AT&T. Received concurrence from AT&T regarding the framework/process for a FirstNet quarterly which will seek updates on timeline/progress and desire to test system for functionality.
    - FirstNet and AT&T agreed to the strategy. The FirstNet Quarterly Meetings will be a vehicle to report to the Governor's Office and the SIEC.
- *Technical Committee*
  - Have a template WCN concurrence letter. Seeking approval as per Technical Committee.
  - Tom Johnston will abstain as he is on WCCCA Board.
  - **MOTION: to approve the Washington County Consolidated Communication FCC License Package #20180423.**
    - **Motion by: Roger Johnson**
    - **Second by: Joel Lujan**

## OREGON SIEC QUARTERLY COUNCIL MEETING

- **No discussion held; motion passed unanimously.**
    - Next meeting pending – likely in December.
  - *Partnership Committee*
    - Tom Johnston briefed the SIEC regarding the draft Partnership Committee Charter Document; recommends a motion to accept and approve Committee Partnership document.
    - **MOTION: Accept and approve the draft SIEC Broadband Partnership Committee Charter as modified.**
      - **Motion by John Hartsook**
      - **Second by: Andrew Phelps**
      - **No discussion held; motion passed unanimously.**
    - Further reported that the first Partnership Committee meeting was held on Oct 31<sup>st</sup>.
      - Outlined preliminary committee membership.
      - Mentioned expanding committee membership for better geographic representation.
      - Mentioned the committee considered ways to do outreach around the state by partnering/coordinating with other events (e.g., LOC)
    - If you have any comments or questions please contact [Tom Johnston](#) or [Rob Reish](#).
- VI. Region 35 700 MHz and 800 MHz committee reports**
- No pending applications.
- VII. Statewide Interoperability Coordinator Report**
- David Soloos informed the SIEC that he provided his notice and will no longer be working for the state of Oregon. He accepted a job as the Clackamas County/Technical Service Program Manager for Broadband Planning.
    - Official last day is still TBD but stated the transition will not be abrupt.
    - Emphasized that his new employer stated he can be a SWIC, as needed, at the pleasure of the council. If any questions/concerns come up, he will be available by phone or email.
  - Discussed working with Bob on the SCIP update and the National Governance Workshops.
    - Four workshops designed for all states and OEC to improve safety communications.
    - Related to SCIP update, discussed the intent to be in alignment with NGA/OEC recommendations specific to improving interaction/planning/coordination between the full scope of public safety communications.
    - Mentioned that those recommendations included expand the scope of the SWIC.
  - National Emergency Communication Plan (NECP)

## OREGON SIEC QUARTERLY COUNCIL MEETING

- Survey results are available on line; Steve Noel at OEC is a resource for questions.
- Discussed how a lot of our support, funding and technical assistance is from federal government.
- New Technical Assistance catalogue is available.
  - Receive 5 of these each year for strategic planning and governance.
  - Dave asked for input from Bruce Richter who noted OEC are trying to work with states to implement the NGA/OEC recommendations; technical assistance for that is considered extra and doesn't count against the state's 5 TA limit.
  - Active TA: Statewide policies for use of national I/O channels. Specific attention to issues on borders, idle chatter on the channels in certain areas of the state, and findings from the past Cascadia mock exercise crash of the I/O channels.
  - Active TA: CAD to CAD Connections/BUS (Metro area/PDCC)
  - David discussed about three fronts: (1) on the borders, Washington have a radio system that bleeds into Oregon. (2) People are utilizing the Portland Metro area channels to talk; but there is a lot of idle chat on those channels. (3) Cascadia exercise and how the international channel crashed.
  - Steve Noel /OEC indicated they are looking forward to unique opportunities this work might lead to.
  - TA getting started/requested specific to radio assessment for Multnomah County. Not all agencies are on Portland radio system.
  - Bob Cozzie reiterated concern for aligning TAs with SCIP and the dilemma on timing in between updates thereof. Feels there is a need to vet and align better for next round of offerings.
- RADIO Conference
  - David provided an update on the third RADIO Conference.
  - Focus was on the public safety grade and hardening of the RADIO system.
  - 150 people in total attended.
  - Might need to find a different venue to accommodate for the next year. Good networking - helped make connections to move projects forward.
  - OEC Director/Retired Admiral Hewitt was keynote speaker.
  - Strong evaluation response - will review for recommendations for next year.
  - Had vendors for the first time - encouraged more than sales pitch; asked for useful information for attendees.
- David attended the NSWIC Conference last week; proposal or idea was floated that the SIEC or Region 800 is the entity to do notices for wireless carriers and work with the frequency of new rules
- Bruce Richter provided an update on upcoming federal communications trainings/forums around the region and activates of the Regional Emergency Communications Coordination Workgroup Group (RECCWG). RX RECCWH will host their first webinar on November 14<sup>th</sup>, 2018.

## OREGON SIEC QUARTERLY COUNCIL MEETING

- *Please refer to the email titled **Region X RECCWG Tid Bits for November 13<sup>th</sup>, 2018** for additional information.*
- Opined the need to restart/reinvigorate COM-U program. Shared information about the ITSL - IT service level - new certification to be offered by OEC. First course in Seattle in January 2019; there is OEC support for travel to ensure the course fills up.
  - *Please refer to the **OEC TA Training Opportunity in Seattle Washington during the Month of January 2019** attachment.*
- Bob acknowledged that although Dave is changing employers he will be able to continue his work with the SIEC. Additionally, Bob thanked Dave on behalf of the SIEC for his service these past years. The entire body applauded and acknowledged Dave's contribution.

### VIII. Radio System Reports

- UMRDD Sean Halsey – Negotiations currently ongoing between the board of directors and Tate/Harris regarding an LMR system.
- WCN – Site builds continuing; equipment has arrived; and staging will commence shortly.

### IX. Open discussion, questions, public testimony

- Adam Haas wanted to recognize David Soloos due to his focus on having tribal representation on the SIEC. David was persistent tribes got represented and they are appreciative of the work to improve communication capabilities.
- Chris Tamarin updated the group that the Oregon Broadband Advisory Council have submitted to the Legislative Committee in November and will send to the group to send out.
- Kiley provided FirstNet Updates
  - Kiley AT&T FirstNet on behalf of Paul Braunstein
  - Updated the subscriber numbers.
  - Hit their Band-14 target with more than 35% deployed.
  - Already accomplished the national subscriber target for 2018.
  - First Push to Talk (PTT) services which will go with LMR and State Interoperability.
  - Regarding the support for California fires; the network is working.
  - AT&T FirstNet put together an Oregon Newsletter. If a person wants to subscribe to the newsletter; let AT&T know.
  - Indicated they are meeting commitments to FN authority.
- Adam Haas update on FirstNet work with Warm Springs tribe. Moving ahead on Northern end of reservation; site visit occurred; engineering is being initiated. Critical dead zone for reservation and travelers on HWY 26.

### X. Adjourn

- Meeting adjourned at 2:45pm PST.

## OREGON SIEC QUARTERLY COUNCIL MEETING

5. Next Meeting					
<b>Date:</b>	Tuesday, 2/12/2018	<b>Time:</b>	1:30pm	<b>Location:</b>	TBD
<b>Agenda:</b>	TBD				