

# OREGON SIEC QUARTERLY COUNCIL MEETING

## MEETING MINUTES

<b>Date of Meeting:</b>	September 06, 2019	<b>Location:</b>	DPSST (4190 Aumsville Hwy SE, Salem, OR 97317)
<b>Minutes Prepared By:</b>	Cody Anders	<b>Time:</b>	1:30pm – 3:30pm PDT

### 1. Purpose of Meeting

Quarterly SIEC Council update meeting

### 2. Attendance

SIEC Members:		Others:	
Mike Duyck, Chair	Tualatin Valley Fire & Rescue	Oscar Parsons	Office of the State CIO
Bob Cozzie, Vice Chair	Portland Bureau of Emergency Communication	Kristin Chaffee	Tualatin Valley Fire & Rescue
Tony DeBone	AOC/Deschutes Co.	Josh Revard	Verizon
John Lively	State Representative	Bob Fletcher	Verizon
Dave Stuckey	Oregon Military Dept.	Jay LaVelley	Verizon
Adam Haas	Converge Communications	Pat Dougan	Verizon
Mark Daniel	OR Association Chiefs of Police	Jennifer Kotz	Dept. of Transportation
Chris Tamarin	Business Oregon	Steve Noel	Dept. of Homeland Security
Mike Herb	Dept. of Public Safety Standards & Training	Dianne Majors	Dept. of Transportation
John Hartsock	FCC Region 35	Amber Blackman	AT&T
Ben Gherezgiher	Office of the State CIO	Joe Messmann	Dept. of Transportation
		Gail Harbert	Dept. of Transportation
		Mike Harman	Lane County
		Cody Anders	Office of the State CIO
		Jim Rentz	Dept. of Transportation

### 3. Meeting Agenda

- I. **Call to order (Chair)**
- II. **Introductions and quorum verification, 10 minutes**
- III. **Approve the agenda**
- IV. **Council minutes (approve May 2019 SIEC meeting minutes), 10 min**
- V. **SIEC committee reports, 25 min**
  - a. Executive Committee – Chief Duyck
  - b. Strategic Planning Committee – Bob Cozzie
  - c. Broadband Committee – Chief Duyck
    - i. FirstNet Single Point Of Contact report - Ben Gherezgiher
  - d. Technical Committee – Rick Iverson

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- e. Partnership Committee – Tom Johnston
- VI. **State SWIC Report** – Ben Gherezgiher
- VII. **SCIP Implementation Report** – Bob Cozzie
- VIII. **Council Action List** – Chief Duyck
- IX. **Open discussion, questions, public testimony**, 5-10 min
- X. **Adjourn**

### 4. Meeting Notes, Decisions, Issues

- I. **Call to order (Chair)**
  - Call to order at 1:30 PDT by Chair Duyck
- II. **Introductions and quorum verification**
  - Quorum was verified and confirmed for the meeting.
- III. **Approve the agenda**
  - Requested to amend the agenda to include the approval of the Strategic Planning Committee Charter under agenda item #4.

**Chair Duyck called for a motion to approve 9/10 SIEC agenda with the addition of the amendment.**

- **Motion by:**
- **Second by: John Hartsock**
- **No discussion held; motion passed unanimously.**

- IV. **Council minutes (approve May 2019 SIEC meeting minutes)**

**Chair Duyck called for a motion to approve the May 2019 meeting minutes.**

- **Motion by: John Hartsock**
- **Second by: Bob Cozzie**
- **No further discussion held; motion passed unanimously.**

- V. **SIEC committee reports**

- *Executive Committee*
  - Chair Duyck provided an overview of the morning's member work session. Also mentioned Tom Johnston has been undergoing medical issues but remains committed to remain a member of the SIEC and Co-Chair of the Partnership Committee, alongside Dianne.
- *Strategic Planning Committee*
  - Vice-Chair Cozzie provided an overview of the revision process to the Strategic Planning Committee charter.

**Chair Duyck called for a motion to approve the revised Strategic Planning Committee charter.**

- **Motion by:**
- **Second by: Dave Stuckey**

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- **No further discussion held; motion passed unanimously.**
- *Broadband Committee*
  - Chair Duyck discussed about the Oregon Ethics ruling and how the limitations outlined by it do not apply to FirstNet services.
  - SPOC report
    - Ben provided a status on the progress of FirstNet.
    - Adam felt the numbers provided did not show sufficient progress from AT&T and is concerned; Chair Duyck detailed all the factors that go into building the FirstNet sites and how they have been holding AT&T accountable to the schedule that aligns with the project timeline.
      - Chair Duyck and Ben informed all members they are invited to participate in the quarterly meetings with FirstNet AT&T. If interested to attend, reach out to Ben.
    - It was requested Ben provide a slide detailing the status of sites for future SIEC quarterly meetings; would include activities on specific sites, subscriber numbers in Oregon, etc.
- *Technical Committee*
  - Working on Field Operations Guide. Emphasized the need to develop recommendation on alerts and warnings. Inquired if we should create another subcommittee composed of PSAPs to address that endeavor.
  - Whole concept of the TICFOG is “how do you set up communications in a disaster”. Started to look at state systems; the level we have to build for their resiliency.
    - How do we use this robust system we built and more importantly, that we do not ask that the Public Safety community do not have to use a new radio.
- *Partnership Committee*
  - Dianne talked about the upcoming transition within the Partnership Committee.
  - Planning efforts to occur soon surrounding the RADIO Conference in spring 2020.
  - Tony DeBone mentioned it would be beneficial for SIEC to have representation at the Association Oregon Counties meeting in November to provide an introduction of the council.

## II. State SWIC Report

- SWIC recruitment – First recruitment was unsuccessful; second recruitment currently underway. Have nine qualified applicants and plan to have final round of interviews in October 2019.
- TICFOG current being reviewed; Ben has tasked a staff member to make phone calls to ensure the contact information in the guide is accurate. Will release an addendum immediately to make sure numbers are a valid.

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- Will take a closer look at the mobile application and steps on how to update that regularly.
- Receiving assistance from Department of Homeland Security (DHS) about the February after action report.
- COMU and COML programs

### III. SCIP Implementation Report

- Please refer to '2019-09-10 SCIP Implementation Status Update.xlsx' attachment.



2019-09-10 SCIP  
Implementation Stat

### IV. Council Action List

- Ben drafted a policy to help us organize information implementation, management, and utilize the SIEC GovSpace portal.
  - Ensures we announce every meeting, work products, and deliverables appropriately.

**Chair Duyck called for a motion to approve the authorization of the executive council to approve the policy documents after the Chair has signed off on the policies to indicate his approval.**

- **Motion by:**
- **Second by: John Hartsock**
- **No further discussion held; motion passed unanimously.**

- John inquired if subcommittees need to send out notices when they have meetings. Chair Duyck responded only if decisions are being made; which in most cases, the subcommittees are not doing since they provide recommendations to the executive subcommittee for approval.

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

- Verizon representative commented on the maturation of wireless carriers in relation to emergency management and detailed their efforts during hurricane Dorian.
- Steve Noel discussed how they are requesting input from Oregon about the “interoperability markers” to compare to the national average. This will help show the progress for each state.
  - Steve mentioned he appreciates how the SCIP was done and has added as best practices for other states.

### VI. Adjourn

**Chair Duyck called for a motion to adjourn the SIEC meeting.**

- **Motion by: John Hartsock**
- **No further discussion held, motion passed unanimously.**
- Meeting adjourned at 2:48pm PDT.

# OREGON SIEC QUARTERLY COUNCIL MEETING

5. Next Meeting					
<b>Date:</b>	Tuesday, 11/12/2019	<b>Time:</b>	1:30pm	<b>Location:</b>	DPSST
<b>Agenda:</b>	TBD				

DRAFT