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State of Louisiana
Statewide Interoperability Executive Committee
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CHRIS GUILBEAUX
CHAIRMAN

SONYA WILEY-GREMILLION
VICE CHAIRMAN

MINUTES
April 22, 2015

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, April 22, 2015 at the Department of Public Safety Services, Management and Finance Building, Third Floor South Central Training Room, located at 7979 Independence Boulevard, Baton Rouge, LA 70806.

I. Call to Order

Chairman Chris Guilbeaux called the meeting to order at 1:30 p.m.

II. Roll Call

The SIEC roll call was conducted by Reginald Carolina, and a quorum was established.

The following SIEC members were present or absent as noted:

Committee Members Present	Representing Agency
Chris Guilbeaux	Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)
Neal Underwood	Division of Administration
Chief Robert Benoit	Louisiana Fire Chiefs Association
Lloyd Miller, designee for Dick Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Committee
Anthony Summers, designee for Bill Vincent	Association of Public Safety Communications Officials (APCO)
John Taylor	Louisiana Rural Ambulance Alliance
Lorn Bourgeois, designee for Aaron Miller	Region 1
David Luker, designee for Billie Giroir	Region 2
Eric Deroche	Region 3
Louis Coates, designee for Lloyd Miller	Region 5
Sonya Wiley-Gremillion	Region 6
Sean Christian	Region 8
Rodney Hart, designee for Chief Merrick Tassin	Region 9

Committee Members Absent	Representing Agency
Major Alan Dunn	Louisiana National Guard
Ricky Edwards	Louisiana Sheriffs Association
Chief Mike Knaps	Louisiana Association of Chiefs of Police
LTC Adam White	Dept. of Public Safety & Corrections, Public Safety Services (DPS)
Stacey Blanchard	Region 4
Wes Edge	Region 7
Vacant	Governor's Office of Indian Affairs

III. Approval of Minutes

Sonya Wiley-Gremillion made a motion to approve the January 28, 2015 meeting minutes. Chief Robert Benoit seconded. The SIEC voted unanimously to approve the minutes of the January 28, 2015 meeting.

IV. Chairman's Report

A. Ponchatoula Coverage

No coverage issues reported during Strawberry Festival. The recent antenna adjustments to the Hammond tower site appear to have been successful in addressing the Ponchatoula coverage issues.

B. Oberlin site in Allen Parish is nearing completion. Should be on the air by end of June.

C. Enterprise Site in Catahoula Parish is in progress, waiting for an Antenna Structure Registration (ASR) number from the Federal Communications Commission to begin construction.

D. Rapides Parish Site, land and right of way being acquired by tower owner. Sonya Wiley-Gremillion told the committee that several potential locations are currently being investigated.

E. Recent LWIN Interoperability talk group requests: Multi-agency Statewide Disaster Response Exercise in New Iberia, Belle Chase and Roseland; Pointe Coupee Sheriff's Office for Livonia Mardi Gras; Kenner Police Department active shooter exercise; St. Charles Parish Sheriff's Office fatality crash exercise; Military funeral procession from New Orleans to Denham Springs; Multi agency detail funeral at Troop B area; Ponchatoula Strawberry festival.

F. At the last meeting the SIEC discussed a memorandum be created on behalf of the committee to provide local agencies information on the LWIN system software upgrades that the State is currently reviewing, which if

upgraded will require some end-users to upgrade their radio consoles and related equipment. Chairman Guilbeaux said we will create on behalf of the SIEC a one-page summary of current progress and the next steps and send to current LWIN system users before the next meeting.

V. Statewide System Maintenance

Terry Waggenpack with OTS Radio Communications provided the LWIN System Maintenance Report. A copy can be found on the LWIN website.

VI. Subcommittee Reports

A. Budget and Finance Subcommittee (BFSC)

Christina Dayries advised on behalf of BFSC Chairman Ricky Edwards that the Legislature is currently in session and as of now there have been no amendments to reflect increases or decreases in the LWIN budget.

B. Policy and Planning Subcommittee (PPSC) No report.

C. Technical Subcommittee (TSC)

TSC Chairman Eric Deroche advised the committee that the TSC met in March and discussed LWIN system software upgrades. After discussion the subcommittee recommends to the SIEC that a software upgrade from version 7.13 is needed. The TSC has learned that once the system is more than four software versions behind the current version, in this case, the release of version 7.18, LWIN will not be able to add additional tower sites or consoles. The TSC will continue to work with Motorola to gather information and make a recommendation to the committee as to which version to upgrade to and what the projected cost will be.

The TSC also reviewed coverage issues in south Livingston Parish, the city of Denham Springs, the city of Eunice, and Morehouse Parish at the March meeting. The TSC verified these coverage gaps and recommends these gaps be addressed as funds become available. Sonya Wiley-Gremillion asked if these sites had been ranked as to priority. TSC Chairman Deroche said the sites had not been prioritized, but made a motion that the sites be approved and will be built out according to the cost of the site requirements and the amount of the funds available. Sonya Wiley-Gremillion seconded the motion. The committee voted unanimously to approve.

Lastly Chairman Deroche advised the committee that he received a letter from Terrebonne Parish regarding coverage issues. OTS Radio

Communications is working with the parish to gather information for the next TSC meeting.

D. Broadband Subcommittee (BSC)

Christina Dayries advised the SIEC that BSC Chairman LTC Adam White was at a State Police commander's meeting and unable to attend. He asked her to provide the following report.

The State finalized hiring and designating staff for the State and Local Implementation Grant Program (SLIGP) activities:

- Allison McLeary, SLIGP Program Manager, OTS
- Brad Smith, Outreach Coordinator, OTS
- Jeya Selvaratnam, part-time, Technology Consultant, GOHSEP
- Travis Johnson and Jeffery Salter, Technology Specialist, OTS Radio Communications
- LTC Adam White, LTC Broadband Subcommittee
- Chris Guilbeaux, Statewide Interoperability Coordinator (SWIC), GOHSEP
- Christina Dayries, Grant Administrator, GOHSEP
- Crystal James, Grant Coordinator, GOHSEP

The staff is either 100% funded by the grant or are working as part of the cost-share to offset the state's 20% matching funds.

Louisiana FirstNet recent activities include:

- Finalizing the outreach plan.
- Conducted eight FirstNet outreach meetings and presentations including one meeting with one of our federally recognized tribes. These meetings reached approximately 399 attendees.
- The SIEC BBSC met on April 7th and received the LA FirstNet outreach presentation.

- The Louisiana FirstNet website, firstnetlouisiana.gov, was released with many enhancements in progress.
- Twitter account @lafirstnet is active with over 105 “tweets” of information passed on between January and March.
- Initial FirstNet consultation package was completed and returned. SIEC members should have received the email invitation to the state initial consultation on May 13th at the Crown Plaza hotel in Baton Rouge. Due to the large expected turnout and space requirements the event is invitation only.
- SLIGP staff members have attended initial consultations in Texas and/or New York where they picked up valuable information to help prepare for our consultation.
- Jeya and Allison will reach out to several first responder agencies soon to ask you to talk about your perspective of an event where data services may have an impact on your response.
- GOHSEP has contracted with an outreach firm to help with fliers, website design, training materials, etc. for our outreach operations. This is the only contractor hired so far and there are no immediate plans hire others. If a need arises the committee will be notified when the solicitation process begins.
- The SLIGP funding in total is \$2.4 million. \$1.9 million is the federal share and an estimated \$400 thousand is the state matching funds. Only \$37,568 has been expended at this point, \$15,000 federal and \$22,000 in state match.

VII. Old Business

None

VIII. New Business

Lloyd Miller addressed the committee to inform them of a possible coverage issue in the city of Sulphur. The problem is being investigated locally at this time and the results will be presented to the SIEC.

IX. Public Comments

There were no public comments.

X. Adjournment

Chairman Chris Guilbeaux recommended that next regular meeting date be held on Wednesday, July 22nd, 2015. All members concurred.

Eric Deroche made a motion to adjourn. John Taylor seconded the motion. The SIEC voted unanimously to adjourn.