

Statewide Interoperability Executive Committee
State of Louisiana

<http://gohsep.la.gov/SIEC>

JOHN BEL EDWARDS
GOVERNOR



CHRIS GUILBEAUX
CHAIRMAN

MEETING MINUTES

October 24, 2018

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, October 24, 2018, at the Department of Public Safety Services, Office of Management and Finance Building, Third Floor South Central Training Room, located at 7979 Independence Boulevard, Baton Rouge, LA 70806.

I. Call to Order

- A. Vice-Chairwoman Sonya Wiley-Gremillion called the meeting to order at 1:35 p.m. and welcomed everyone.

II. Roll Call

- A. The SIEC roll call was conducted by GOHSEP Interoperability Program Manager, Ami Clouatre Johnson, and a quorum was established.

- B. The following SIEC members were present or absent as noted:

Committee Members Present	Representing Agency
Christina Dayries, designee for Guilbeaux	Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)
Sonya Wiley-Gremillion	Region 6
David Dousay, designee for Neal Underwood	Division of Administration (DOA)
Chad Roberson, designee for Robert Benoit	Louisiana Fire Chiefs Association
Dick Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Committee
Layne Barnum	Dept. of Public Safety & Corrections, Public Safety Services, Louisiana State Police
Bill Vincent	Association of Public Safety Communications Officials (APCO)
Jeb Tate	Region 1
Billie Giroir	Region 2
Conrad Baker	Region 3
Stacey Blanchard	Region 4

Committee Members Present	Representing Agency
Chief Daniel Selph, designee for Richard McGuire	Region 5
Doyle Dempsey	Region 7
Sean Christian	Region 8
Michael (Mike) Moore	Region 9

Committee Members Absent	Representing Agency
Stephen Durel (LTC), standing designee during deployment of Alan Dunn (MAJ)	Louisiana National Guard
Ricky Edwards	Louisiana Sheriffs Association
Brian Zeringue	Louisiana Association of Chiefs of Police
Seth Breaux	Louisiana Ambulance Alliance
Vacant	Governor's Office of Indian Affairs

III. Approval of Minutes



Doyle Dempsey made a motion to approve the July 25, 2018 meeting minutes as presented. Stacey Blanchard seconded the motion. The SIEC voted unanimously to approve the minutes of the July 25, 2018 meeting.

IV. Chairman's Report

- A. Recognition of Chris Guilbeaux for his outstanding leadership in serving as the SIEC Chairman. Due to reorganization within GOHSEP, Chris will serve as the Asst. Deputy Director of Emergency Management.
- B. Introduction of GOHSEP's new Assistant Deputy Director of Homeland Security and Interoperability, Mr. Kevin James. Mr. James has been appointed by Director Jim Waskom and will serve as Louisiana's Statewide Interoperability Coordinator (SWIC) and SIEC Chairman.
- C. Interoperability Activities

Vice Chairwoman Sonya Wiley-Gremillion provided the following report on the LWIN Interoperability talkgroup requests for the previous quarter:

Since the last meeting, 53 LWIN interoperability talk groups have been assigned for events such as:

1. Lake Charles PD Interop-1 for a multi-agency fugitive search in the Lake Charles area
2. Region 9 GOHSEP for SAR training
3. East Baton Rouge Sheriff's Office for ICAC Task Force Sting Operation
4. State Fire Marshal

5. LSU PD Home Foot Game Detail for Multi-Agency Coordination
6. Point Coupee SO for joint Operations
7. East Baton Rouge SO
8. Louisiana Oil Spill Coordinator's Office
9. Tangipahoa Parish Sheriff's Office for DEQ Grand Gulf drill

V. Statewide System Maintenance

Vernon McFadden with Louisiana State Police Radio Communications provided the LWIN System Maintenance Report. A copy of the presentation can be found on the SIEC website.

VI. Advisory Committee Reports

A. Budget and Finance

Christina Dayries provided a report on behalf of Chairman Ricky Edwards:

1. Current FY18-19 GOHSEP and DPS' budgets regarding LWIN funding is appropriated as listed below.
 - a. LWIN Overall Budget Amount: \$13,171,858
 - i. GOHSEP's Budget: \$4,711,998
 - i. The final phase of the software/hard upgrade for LWIN
 - ii. STR repeater replacement to GTR *repeaters* (137 remaining)
 - iii. (4) Mobile Trailers 6 channel to 9 channel repeaters
 - iv. (100) WAVE mobile communicator + (50) talkgroup licenses + (1) server
 - ii. LSP's Budget: \$8,459,860
Maintenance cost for LWIN. Typically funds one (1) new repeater package per year.
 2. The LWIN budget for Fiscal Year 2019/2020 was submitted to the Division of Administration as follows:
 - a. Overall Submission: \$12,727,564
 - i. GOHSEP's Budget Request: \$3,709,186
 - i. New Tower Site Repeaters
 - ii. LSP's Budget Request: \$9,018,378
 - i. Increase of annual Motorola Maintenance contract of \$200,718 and \$290,000 for 10 new sites.
 - ii. Increased site maintenance costs
 - iii. Increase in T-1 costs
 - iv. Increase in utility cost for new tower sites.
 - b. The Governor is expected to present his Executive Budget to the Legislature in January. Christina advises she will keep the SIEC advised of any significant developments.

B. Technical

Billie Giroir stated that the Technical Advisory Committee met on October 16, 2018 and reported the following:

1. Each SIEC Representative was furnished a newly formatted tracking document with approved and proposed sites. This will serve as the tracking and reporting document of the Technical Advisory Committee going forward.
2. The Advisory Committee recommended the following new sites for consideration:
 - a. Bourg
 - i. The Technical Advisory Committee recommends and requests a motion to approve the Bourg 9 CH Site, for access to the LWIN system, to provide in-building and additional on-street coverage. The current site scope notes it as a cost-share project between the Terrebonne Sheriff's Office, Houma Police Department, and the SIEC at a one-time cost of \$120K. The site's estimated annual (recurring) costs are \$29,500K.
 - ii. A motion was made by Conrad Baker and seconded by Chad Roberson. The SIEC Committee voted unanimously to approve the site.
 - b. Independence
 - i. The Technical Advisory Committee recommends and requests a motion to approve the Independence 9 CH Site, for access to the LWIN system, to provide on-street coverage, with an estimated construction cost to the SIEC of \$507,102K. The site's estimated annual (recurring) costs are \$31,500K.
 - ii. A motion was made by Chad Roberson and seconded by Mike Moore. The SIEC Committee voted unanimously to approve the site.
3. The Advisory Committee found there were several sites that were discussed at prior meetings and although discussion was recalled regarding their approval, the Chairwoman could find no official record in the minutes. She requested the following towers be motioned for approval and voted, so that the record would be accurate.
 - a. St. George
 - i. The Technical Advisory Committee recommends and requests a motion to approve the St. George restricted 9 CH site for access to the LWIN system, so that in-building coverage for nearby critical infrastructure may be provided. The current site scope notes it as a cost-share project between the Office of State Fire Marshall, St.

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George Fire Department, and the State at a one-time cost of \$77K and annual (recurring) cost estimate of \$29,500K. Funding has been requested for the FY 2018/2019.

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- ii. A motion was made by Jeb Tate and seconded by Dick Gremillion. The SIEC Committee voted unanimously to approve the site and update the record.

b. Ouachita

- i. The Technical Advisory Committee recommends and requests a motion to approve the Ouachita 6 Channel Site for access to the LWIN system to provide on-street coverage at no construction cost to the SIEC. The site's estimated annual (recurring) costs are \$31K.

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- ii. A motion was made by Sean Christian and seconded by Dick Gremillion. The SIEC Committee voted unanimously to approve the site and update the record.

c. Concordia

- i. The Technical Advisory Committee recommends and requests a motion to approve the Concordia 6 CH Site for access to the LWIN system to provide on-street coverage, with an estimated construction cost to the SIEC of \$397,220. The site's estimated annual (recurring) costs are \$29,500K.

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- ii. A motion was made by Sean Christian and seconded by Conrad Baker. The SIEC Committee voted unanimously to approve the site and update the record.

d. Avoyelles East

- i. The Technical Advisory Committee recommends and requests a motion to approve the Avoyelles East 9 CH Site for access to the LWIN system to provide on-street coverage, with an estimated construction cost to the SIEC of \$507,102K. The site's estimated annual (recurring) costs are \$31,500K.

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- ii. A motion was made by Dick Gremillion and seconded by Conrad Baker. The SIEC Committee voted unanimously to approve the site and update the record.

e. Bossier City

- i. The Technical Advisory Committee recommends and requests a motion to approve the Bossier City 9 CH Site for access to the LWIN system to provide in-building and additional on-street coverage, with an estimated construction cost to the SIEC of \$507,102K. The site's estimated annual (recurring) costs are \$29,500K.

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- ii. A motion was made by Chad Roberson and seconded by Conrad Baker. The SIEC Committee voted unanimously to approve the site and update the record.

4. There have been two changes on currently approved sites that the Advisory Committee requests a motion to approve a budget change order allocating the additional funds as noted:
 - a. New Iberia -Temporary Site
 - i. The cost estimate has increased from originally approved \$50,000 onetime state cost to an estimated \$120,000 investment. The Advisory Committee recommends and requests a motion to approve a budget change order allocating the additional funds to the New Iberia 6 Channel temporary site project. The addition of these funds will replace the SIEC's total one-time costs and will have no impact on the annual (recurring) costs of \$31,000.
 - ii. A motion was made by Mike Moore and seconded by Sean Christian. The SIEC Committee voted unanimously to approve amended budget amount.
 - b. Thibodeaux
 - i. This site was approved as a cost share between Thibodeaux and State funds. There was not to be any initial repeater cost incurred by the State for this 12 Channel site. The Technical Advisory Committee recommends and requests a motion to approve a budget change order allocating the additional funds of \$599,000, to the Thibodeaux 12 Channel site. The addition of these funds will replace the SIEC's total one-time costs and will have no impact on the annual (recurring) costs of \$29,500.
 - ii. A motion was made by Conrad Baker and seconded by Jeb Tate. The SIEC Committee voted unanimously to approve amended budget amount.
5. Current projects and issues were discussed by Technical Committee and Committee.
6. Chair Giroir also reported that in the third quarter the Region 2 Interoperability Committee had conducted a Tabletop Exercise with the technical assistance of the Department of Homeland Security's Office of Emergency Communications (DHS-OEC). It was well attended and recommended the facilitation assistance of DHS-OEC. They also have scheduled a TICP workshop for December that will be supported by DHS-OEC as well. She offered to share the TICP template with anyone interested.

C. Policy and Planning

Chairman Bill Vincent reported that the Policy and Planning Advisory Committee did not hold a meeting in the third quarter. They did have a meeting scheduled for

November to review SCIP, and they anticipated presenting this update for SIEC consideration at the next SIEC meeting.

D. Broadband

Chairman LTC Layne Barnum provided the following report:

1. The committee held their third quarter meeting on Wednesday, October 24, 2018, where presentations were made to the Advisory Committee by FirstNet and Verizon.
2. The Chair then introduced Jaque Miller-Waring, FirstNet Authority representative to provide an update to the entire SIEC Membership. A copy of the presentation can be found on the SIEC website
3. Layne Barnum reminded everyone that the Louisiana FirstNet team continues to issue newsletters as needed, in addition to maintaining the website and twitter account. If anyone has questions regarding FirstNet, please contact your AT&T Sales Team or email firstnet@la.gov, or GOHSEP at 225.925-7500.

E. Training and Outreach

Chairman Jeb Tate reported that the Training and Outreach Advisory Committee did not hold a meeting in the third quarter. The advisory committee is scheduled to meet on December 18, 2018, to develop their initiatives and priorities. The chairman requested Ami Clouatre-Johnson, Interoperability Program Manager with GOHSEP, provide a few additional details on the matter.

Ms. Clouatre-Johnson reported that the advisory committee members would be presented to the new SIEC Chairman for approval at the January meeting along with the mission statement and initiatives.

VII. Unfinished Business

There was no unfinished business discussed.

VIII. New Business

There was no unfinished business discussed.

IX. Public Comments

A. Public Comments

Vice-Chairwoman Wiley-Gremillion opened the floor for Public Comments, none were offered.

B. Communications Training and Exercise Information

Vice-Chairwoman Wiley-Gremillion opened the floor for announcements or requests.

Ami Clouatre-Johnson, Interoperability Program Manager with GOHSEP, announced the following:

The annual statewide exercise would be conducted in April 2019 and that the announcement and requests for participation were sent out to all state agencies and parishes. She also advised that there would once again be a communications focused component.

Ms. Clouatre-Johnson also reminded everyone that there are several training and exercise opportunities available from DHS-OEC (Office of Emergency Communications). Please contact her for more information or to schedule.

Lastly, Ms. Clouatre-Johnson stated she would share information received regarding FirstNet's response in Michael and Florence with the SIEC Committee.

C. Next Quarterly Meeting

Vice-Chairwoman Wiley-Gremillion reminded everyone that the next quarterly meeting of the SIEC would be January 23, 2019 at 1:30 in the same location.

X. Adjournment

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Jeb Tate made a motion to adjourn and was seconded by Billie Giroir. The SIEC voted unanimously to adjourn at 3:32 pm.