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State of Louisiana
Statewide Interoperability Executive Committee
<http://www.ohsep.louisiana.gov/interop.htm>

BRANT MITCHELL
CHAIRMAN
SONYA WILEY-GREMILLION
VICE CHAIRMAN

MINUTES

Wednesday January 28, 2009

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, January 28, 2009 at Louisiana State Police Headquarters, First Floor, Conference Rooms C & D, 7919 Independence Boulevard, Baton Rouge, Louisiana 70806.

I. Call to Order

Chairman Brant Mitchell called the meeting to order at 1:30 p.m.

II. Roll Call

The SIEC roll call was called by Travis Johnson, and a quorum was established.

The following SIEC members were present and absent.

Committee Members Present	Representing Agency
Brant Mitchell	GOHSEP-Office of Interoperability
Mike Gusky	Division of Administration
Major Benjamin Bourgoyne (Proxy for COL Thibodeaux)	Louisiana National Guard
Chuck Cassard (Proxy for Sheriff Edwards)	Louisiana Sheriffs Association
Chief Freddie Drennan	Louisiana Association of Chiefs of Police
Chief Ronnie Bourque	Louisiana Fire Chiefs Association
Dick Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Committee
Jeya Selvaratnam	Dept. of Public Safety & Corrections, Public Safety Services
Bill Vincent	Association of Public Safety Communications Officials, Louisiana Chapter
Donna Newchurch	Louisiana Ambulance Alliance
Major Curtis Bowers	Region 1
Captain Bob Hale	Region 2
Eric Derouche	Region 3
Lee Hebert	Region 4
Lt. David Benada	Region 5
Sonya Wiley-Gremillion	Region 6
Gary Peters	Region 8
Tommy Thiebaud	Region 9

Committee Members Absent	Representing Agency
Mark Ford	Governor's Office of Indian Affairs
Sandy Davis	Region 7

III. Approval of Minutes

Lieutenant David Benada made a motion to approve the December 9, 2008 meeting minutes. Major Curtis Bowers seconded the motion. The SIEC voted unanimously to approve the minutes of the December 9, 2008 meeting.

IV. Chairman's Report

A. Opening remarks

Chairman Brant Mitchell welcomed the new Louisiana Fire Chief's Association representative, New Iberia Fire Chief Ronnie Bourque. Chief Lloyd Miller has retired, but will still be working with Calcasieu Parish's interoperability issues and will be working with the SIEC on a regular basis

Chairman Mitchell has asked Eric Deroche to take over Chairmanship of the Technology Sub-Committee. Chairman Mitchell appointed Chuck Cassard from the Louisiana Sherriff's Association to serve on the Technology Sub-Committee.

B. Gulf Coast Communications Interoperability Consortium

Chairman Mitchell briefed the members on the Gulf Coast Communications Interoperability Consortium held on December 10th and 11th in Mobile, Alabama. Louisiana was well represented as the only state to fill all 50 allocated slots, including a large number of the SIEC members. An agreement was reached to develop a Steering Committee to establish partnerships and regional interoperable communications projects between Louisiana, Mississippi, and Alabama. Chairman Mitchell, Jeya Selvaratnam, and Christina Dayries will represent Louisiana on the committee. Chairman Mitchell stated that Louisiana would attempt to host the event next year.

C. National Governor's Association Policy Academy Kick Off Meeting

The meeting was held in New Orleans and Chairman Mitchell was a guest speaker discussing the interoperability governance structure in Louisiana.

D. COML Training

The Communications Unit Leader course will be available to Louisiana through the Department of Homeland Security (DHS). The training will be

conducted at the GOHSEP on March 3rd, 4th, and 5th. There will be 10 slots for Louisiana state agencies, 10 slots for out of state agencies, and 10 slots for local agencies. Chairman Mitchell asked that at least one representative from each region attend.

E. FY09 IECGP Grant Application

The fiscal year 2009 Interoperable Emergency Communications Grant Program (IECGP) grant application was submitted to DHS on January 23, 2009.

F. FY08 IECGP Training and Exercise

Chairman Mitchell advised that Region 5 has elected to host the first IECGP training and exercise event to be held in May or June of 2009.

G. GOHSEP Reorganization

GOHSEP has reorganized the Information Technology and Communications sections. Peter Main is the IT Section Chief and Christina Dayries is the Communications Section Chief. Both sections are now under Asst. Deputy Director, Brant Mitchell.

H. GOHSEP Calling Policy

GOHSEP has implemented a new State and Local Radio Calling Policy, which ensures that weekly 700 MHz and/or 800 MHz radio tests are conducted by GOHSEP with each parish EOC. As each region completes installation of 700MHz radios the region as a whole will be moved from 800 MHz to the 700MHz – LWIN system.

GOHSEP anticipates that the EOC rebanding radio installation should be complete by February 12, 2008, with the exception of four radios in Region 7, which require a change order with Nextel and Motorola.

I. DHS Standard Operating Procedure (SOP) Workgroup participation

GOHSEP was asked by DHS to participate in an SOP working group to develop national guidelines for communications SOP's. As products are released they will be shared with the SIEC.

V. Statewide System Maintenance

Jeya Selvaratnam provided an overview of the current status of operational and proposed LWIN sites, subscriber statistics, and system coverage. Mr. Selvaratnam also reported that based on the authorization

from the December meeting, the state has filed for STA's and obtained approval from the FCC for all STA's which were submitted. Mr. Selvaratnam thanked Bill Vincent for his help in the process.

VI. Sub-Committee Reports

A. Technical Sub-Committee

Technical Sub-Committee Chairman Eric Deroche presented the Technical Sub-Committee report.

- I. The Technical Sub-Committee met Monday, January 26th at GOHSEP. The Sub-Committee was briefed on an innovative technology for using Global Positioning Satellite chips into devices for emergency notification. The Technology Sub-Committee has taken the proposal under advisement.
- II. The Sub-Committee reviewed proposed tower sites to complete the 20 site project and gave authority to the Executive Committee to approve the remaining sites after GOHSEP and DPS finalize a recommendation.
- III. The Sub-Committee developed a small working group to recommend a redundant solution for the LWIN system to include microwave technology.

Sonya Wiley-Gremillion asked about the status of the 3rd Zone Master site. Jeya Selvaratnam said that Motorola is working on a timeline to implement the site and conversion from 7.2 to 7.5, which should be complete by May 2008.

B. Policy and Planning Sub-Committee

There was no report from the Policy and Planning Sub-Committee.

Chairman Mitchell stated that GOHSEP is in the process of developing draft policies for Grade of Service, Infrastructure and standardizing the number of talkgroups per agency based on the number of subscriber units.

C. Budget and Finance Sub-Committee

Christina Dayries presented the Budget and Finance Sub-Committee report.

- I. The SIEC submitted an interoperability budget request to the Division of Administration for FY 2010 asking for an increase in funding from the state. The initial feedback GOHSEP is receiving from the DOA is the budget may either be held at or reduced from the continuation level.

VII. Old Business

No report.

VIII. New Business

No report.

IX. Public Comments

No report.

X. Closing

Chairman Mitchell announced the next SIEC meeting will be held on the fourth Wednesday in March. There will be no February meeting due to Mardi Gras.

XI. Adjournment

Jeya Selvaratnam made a motion to adjourn. Eric Deroche seconded the motion. The SIEC voted unanimously to adjourn.