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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 May 27, 2009

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, May 27, 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	Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)-Office of Interoperability
Ed Driesse	Division of Administration
Captain Alan Dunn (Proxy for COL Thibodeaux)	Louisiana National Guard
Chief Freddie Drennan	Louisiana Association of Chiefs of Police
Chief Ronnie Bourque	Louisiana Fire Chiefs Association
Tommy Thiebaud	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
Ken Hughes	Region 1
Eric Deroche	Region 3
Ken Harlow	Region 5
Sonya Wiley-Gremillion	Region 6
Gary Peters	Region 8
Chief Merrick Tassin	Region 9

Committee Members Absent	Representing Agency
Sheriff Ricky Edwards	Louisiana Sheriffs Association
Mark Ford	Governor's Office of Indian Affairs
Vacant	Region 2
Lee Hebert	Region 4
Sandy Davis	Region 7

III. Approval of Minutes

Bill Vincent made a motion to approve the March 25, 2009 meeting minutes. Ronnie Bourque seconded the motion. The SIEC voted unanimously to approve the minutes of the March 25, 2009 meeting.

IV. Chairman's Report

A. Opening remarks

Chairman Brant Mitchell welcomed Ken Hughes back to the SIEC as Region 1 representative.

Major Benjamin Bourgoyne from the Louisiana National Guard has been hired to take Ken's place at GOHSEP. Benjamin has extensive communications and technology experience, including providing communications to Brant Mitchell's Brigade in Iraq.

Captain Alan Dunn will be replacing Major Bourgoyne as proxy for Colonel Jacques Thibodeaux, Louisiana National Guard. Captain Dunn works at GOHSEP and provides communication support to the Adjutant General when the Tactical Area Command is stood up at GOHSEP.

Chief Merrick Tassin is also a new member representing Region 9 and sitting on the Policy and Planning Subcommittee.

Ralph Ladner will sit in as a nonvoting member representing Region 2 today. Region 2 representation should be finalized by the next meeting,

B. Interoperable Emergency Communications Grant Program (IECGP) Regional Communications events

The first drill and training event will kick off next week in Region 5. This event will serve as a template for events to be held throughout the state in the future. GOHSEP Director Mark Cooper is confirmed to attend the Media Day, Colonel Mike Edmonson with the State Police is also invited. The drill will exercise over 50 events covering interoperable communications. We will sit down with Regions 6, 7, and 8 to begin planning the next event after the Region 5 event is complete.

C. Office of Emergency Communications (OEC) National Conference

Chairman Mitchell and Christina Dayries from GOHSEP attended the OEC National Conference April 22nd- 25th in Chicago. Chairman Mitchell participated in the Governance Panel representing Louisiana and the SIEC. Based on Chairman Mitchell's observations, we are well ahead of the rest of the country. We need to do a better job selling Louisiana's accomplishments. OEC published a template of a governing body they want each state to have. Louisiana is one of only two of the 56 states and territories that met the milestones for governance. Chairman Mitchell was the only person to participate in more than one panel. The OEC has also asked Louisiana help write the target capabilities for communications to meet the three major milestones for interoperability.

V. Statewide System Maintenance

Jeya Selvaratnam provided an update on Infrastructure, system statistics, subscriber statistics, and system coverage. Mr. Selvaratnam's report is attached as Appendix A.

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 this morning to go over the three sites remaining that needed to be identified and finished and overall site statuses. Motorola and Department of Public Safety both gave updates on site status. Finalized the remaining three sites to complete the 20 site installation.

B. Policy and Planning Sub-Committee

Policy and Planning Subcommittee Chairman Bill Vincent presented the Policy and Planning Subcommittee report

- I. The Policy and Planning Subcommittee met on May 1st. Currently there is no guidance as to how many

talkgroups an agency gets when they come on to the LWIN. The subcommittee has been working on a Talkgroup Management policy with guidelines included that set the number of talkgroups available per agency based on the number of subscriber units in the agency. The policy includes a provision to make exceptions to the guidelines on a case by case basis. The Policy and Planning Subcommittee recommends this policy be adopted by the SIEC.

Chief Tassin made a motion to adopt Policy 004, Talkgroup Management Policy as presented. Gary Peters seconded the motion. The SIEC voted unanimously to adopt Policy 004, Talkgroup management Policy.

- II. The next item addressed was the system access policy. In order to ensure the security of the LWIN system access security controls are required. The goal is to provide a vendor neutral solution to prevent unauthorized access and use of LWIN resources. The subcommittee recommends all subscriber equipment be required to utilize an “advanced system key” approved by the SIEC. Both vendors providing subscriber units at this time already comply with this.

Ken Hughes asked if the system key was part of the P25 (project 25) standard. Bill Vincent stated that to his understanding it is not.

Question from the gallery: is the requirement to purchase dual band 700/800 MHz radios still necessary? Bill Vincent stated that mutual aid channels are 800 MHz conventional and are required by the FCC and the Region 18 plan, therefore it is still an appropriate requirement. After discussion it was also pointed out that the LWIN uses 800 MHz frequencies and will continue to use them in the future for expansion and to build capacity. The confusion was whether analog 800 MHz SmartZone capability was required. It was determined that is not, and the wording in the policy may have to be updated for clarification. Bill Vincent advised that the only amendment to consider at this time should be adding “all subscriber equipment is

required to utilize an advanced system key approved by the SIEC.”

Question was posed from the gallery if MACOM radios would be allowed on the system. Bill Vincent stated that MACOM/Harris and any other vendors without advanced system keys would be required to develop them before joining the LWIN system. Ken Hughes pointed out that since Harris has already made a business decision to stay with P25 standards and therefore would not utilize an advanced system key the answer would be “no” they will not be allowed on the system. Bill Vincent agreed that any vendor not agreeing to utilize an advanced system key would not be allowed to sell products on the system, because we have to have a way to manage system security and P25 does not address this issue. Three parishes, Iberville, Point Coupee, and St. Tammany have MACOM radios and would be effected. Ken Hughes made a motion to defer the decision on new language for the System Access policy amendment. Chief Borque seconded the motion. The SIEC vote unanimously to defer the amendment.

- III. The Federal Communications Commission (FCC) established a date of January 1st, 2017 to implement 700 MHz narrow banding. The Subcommittee believes this date is premature and would have a significant impact on the LWIN. Missouri has filed a petition with the FCC to extend this deadline by 2.5 years. The Policy and Planning Subcommittee jointly with the Technical Subcommittee recommend the SIEC adopt a motion to direct and request the State of Louisiana file a petition with the FCC to change the 2017 date back by 10 years. Thommy Thiebaud made a motion to direct the GOHSEP Office of Interoperability to develop a petition to ask the FCC push this date back to 2027. Chief Tassin seconded the motion. The SIEC voted unanimously to pass the motion.
- IV. The FCC has also required all VHF licensees to change over to narrowband by 2013. The Subcommittee recommends the SIEC develop a regional discipline specific approach to coordinating

VHF rebanding efforts. Three groups would be established per region, EMS, Fire, and Law Enforcement. Chief Drennan made a motion that the SIEC recommends the GOHSEP Interoperability staff work directly with the nine regional interoperability committees to establish for UHF/VHF interoperability. Gary Peters seconded the motion. The SIEC voted unanimously to adopt the motion.

- V. The subcommittee has provided input on the Statewide Communications Interoperability Plan (SCIP) to the staff for the required bi-annual update due in June.

C. Budget and Finance Sub-Committee

Budget and Finance Subcommittee Chairman Sheriff Ricky Edwards was not present. Christina Dayries presented the Budget and Finance Sub-Committee report.

- I. The funding bill has passed the Senate committee and will go to the full Senate. The full 9.4 Million dollar budget is still in place for the next fiscal year. This includes continuation funding for most of what Department of Public Safety (DPS) asked for, but not everything. This year, \$1, 050, 000. Was cut from the budget that was to be used to reimburse DPS.

VII. Old Business

No report.

VIII. New Business

Ken Harlow advised that there is a portable in-building coverage problem in Sulphur and the Fire and Sherriff's Office are concerned and wondering if there is a resolution in the works? Chairman Mitchell stated that the next phase of the LWIN expansion includes 14 sites and the hole in the coverage in Sulphur has been identified and will more than likely be taken care of when funding for sources for the 14 sites are identified.

IX. Public Comments

No public comments

X. Closing

Chairman Mitchell asked if the every other month schedule is good or would the SIEC like to go back to monthly meetings. The consensus was the every other month schedule is working.

XI. Adjournment

Tommy Thiebaud made a motion to adjourn. Gary Peters seconded the motion. The SIEC voted unanimously to adjourn.