State of Louisiana

OFFICE OF THE GOVERNOR

**Statewide Interoperability
Executive Committee**

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Approved 1/24/2007

STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE MINUTES
Wednesday, January 10, 2007

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, January 10, 2007, at the Claiborne Building Conference Center, 1st Floor, 1-136 Thomas Jefferson Room, Baton Rouge, Louisiana. Committee Chair Mr. Rizwan Ahmed called the meeting to order at 1:35 p.m. The roll was called by Ms. Marian Patterson, and a quorum was established.

Committee Members Present:	**Representing Agency:**
Rizwan Ahmed (Chair)	Division of Administration & Office of Information Technology
Chief Robert Black	LA Fire Chief's Association
Major Benjamin Bourgoyne (for Col. Ron Johnson)	LA National Guard
Arnold Chauviere	LA Public Service Commission
Joe Drago	Dept. of Transportation/Development
Chief Freddy Drennan	Police Chief's Association
Sheriff Ricky Edwards	LA Sheriff's Association
Matt Farlow	GOHSEP
Heyward Jeffers	LA Senate Select Committee on Homeland Security
Curry Johnson	LA House of Representatives Special Committee on Homeland Security
Mickey McMorris	LA State Police
Col. Eric Sivula	Dept. of Public Safety/Corrections Services
Lt. Colonel Brian Spillman	Dept. of Wildlife & Fisheries

State/Parish Agency Representatives Present:

Eric Deroche	Region 3 Assumption/St. James OHSEP
Dean Dozier	Region 8 Ouachita OHSEP

Richard Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Comm.
Kenneth Hughes	Region 1 Plaqueines OHSEP
Robert Mehrtens (for Michael Ranatza)	La Commission of Law Enforcement
Sgt. Michael Murphy	Region 2 East Baton Rouge OHSEP

Support Staff Present:
Marian Patterson (LA Division of Administration/OIT)
Ashley Winning (LA Division of Administration/OIT)

Guest List
See Appendix A

Approval of the Minutes of December 20, 2006

The Committee voted unanimously to approve the minutes of the December 20, 2006 meeting.

Chairman and Group Discussion

Mr. Rizwan Ahmed informed the committee that the Governor's Office/Division of Administration is proceeding with the BA7 for this fiscal year. The requested amount is approximately $9.8 million and will be allocated for equipment, public safety, SIEC staff and the IP based interoperability short-term solution. A spreadsheet of the three-year budget plan was distributed to the committee members.

Mr. Heyward Jeffers informed the committee that Senator Barham's Homeland Security Committee will be meeting around March 1 to talk to GOHSEP. He stated it may be a good idea if someone from the Committee could give an outline of where the Committee stands and what it would like to accomplish. This could be one way of establishing the Committee's presence among the senators.

The Committee voted unanimously to combine the assessment and technology sub-committees to monitor and provide a plan for the best allocations of funds. Chief Black will be the lead person.

Since funding has been approved, the Committee agreed to establish a sub-committee for recruitment to hire four staff positions to the Committee. These will be unclassified positions in the Governor's office. Committee members Mr. Joe Drago, Mr. Eric Deroche, Mr. Rex McDonald and Sheriff Ricky Edwards will work with this sub-committee.

Presentation by Louisiana National Guard for SIEC Planning Group

Captain Williams with the Louisiana National Guard presented an SIEC Staff update in a power point presentation. He discussed the results of the SIEC needs assessment and noted that Regions 7 and 8 are nearing completion by the end of the week. He furthered discussed the guidelines for developing the RFP for the Interim Solution (**see Appendix B**).

Subcommittee Briefing

Topics of discussion by the Technology and Assessment Committee included the following:
- usefulness of the assessment survey
- allocation of radios, towers and mobile units
- role of the National Guard – team to regions to help facilitate working groups
- text based messaging could possibility be a topic for a white board session
- bidding and requisitions
- drafting of MOU's – assisted by Susan Severance

Topics of discussion by the Finance Committee included the following:
- funding source needs
- fees for 911
- collection of user fees
- BA7 discussion at Joint Legislative Committee on Budget

Old Business

Committee members were reminded of the upcoming Gulf Coast Summit in February. They were encouraged to register and participate. There is also some funding available to cover registration and hotel for SIEC members that live over 50 miles away. Interested parties should contact Daphne Levenson.

Special Presentations

There were no special presentations scheduled for this meeting.

Adjournment

There being no further business to be discussed, the Statewide Interoperable Executive Committee meeting was adjourned by the chair.

APPENDIX A
GUEST LIST
January 10, 2007

NAME	AFFILIATION
Joseph Livingston	OTM
Paul Singh	E F Johnson
Richard Silverman	DEQ
Vandra Fields	LANG, SIEC
Taysha Deaton	LANG, SIEC
Brian Guillory	SIEC
Dennis Savoie	Sphere Consulting
Brett Brock	CISCO
Barry Campos	CISCO
Darrell Monette	CISCO
Robert Hale	LSU Police
Robert Jump	Caddo-Bossier OHSEP
Dan Gilbert	Orleans Parish Communication District
Joseph Book	Northrop Grumman IT
Andrew Muhl	Governor's Office
Greg Riley	House of Representatives
Michelle Fontenot	House of Representatives
Christina Dayries	LA State Police

APPENDIX B

Guidelines for Interim Solution

1. An internet protocol (IP) based interoperability system that integrates disparate push-to-talk (PTT) radio or two-way voice communications systems with other voice and data networks to enable collaboration between various public safety entities statewide.
2. The system shall provide tailored gateway(s) for each of the 64 parishes and State agencies:
   A. Legacy reach back for voice on selected talk groups/channels for system users as they transition from existing systems to this new system
   B. Ongoing voice interoperability on selected talk groups/channels as defined in NIMS accepted interoperability channels (White Paper), between this system and other VHF, UHF, and/or 700/800 MHz public safety voice systems in each parish and in the adjoining states in border areas.

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Guidelines for Interim Solution

3. An all-hazards emergency alert system that shall be able to support a text-based emergency alert and notification system.
   A. Containing messaging, e-mail, Internet access, cellular capability, desktop alert applications, prerecorded voice messages and text pager messages, and satellite phone and satellite radio with two-way send and reply capabilities.
   B. Includes a web site, which provides emergency information to the citizens of the state where users may self-register to receive all-hazards emergency information from their local parishes and the state and users can manage their personal contact information whether by e-mail, cell phone, pager, or personal digital assistant as they choose.
   C. The text-based alert and notification system shall be capable of enabling local and state emergency officials to send text alerts to such users based upon their preferences or geographical location by parish, emergency preparedness and homeland security regions, or statewide, and the system shall be capable of tracking replies from such users.

SIEC Planning Group

Guidelines for Interim Solution

4. The IP based system shall provide the highest levels of redundancy and reliability at all times.
   A. The system will provide central administration site.
   B. The redundant administration site will be located in either regions 6, 7 or 8.
   C. The system design shall ensure continuous connectivity and availability.
5. The system must be Initial Operations Capable (IOC) by 1 JUNE 2007 and Fully Operations Capable (FOC) by 1 AUGUST 2007.
   A. The priority of implementation will be from east to west and south to north.
   B. Priority will be given to major metropolitan areas with the guidelines in 5 A).

SIEC Planning Group

Guidelines for Interim Solution

6. System must maintain at a minimum the current levels signal to noise ratio found at the parish level.
7. System must provide secure connection across the digital backbone.
8. System must provide Quality of Service (QOS) along the backbone to ensure connectivity of connections.
9. A decentralized system that allows local agencies control over their interoperable connections
10. A centralized administration site that allows management of connections into the statewide system.

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Guidelines for Interim Solution

11. System must maximize the use of existing communications systems and equipment and facilitate the implementation of future technologies to increase the interoperability capabilities of the local, parish and state agencies.
12. System must not create conflicts with equipment in the field.
13. System shall be SAFECOM and NIMS (National Incident Management System) compliant.

SIEC Planning Group

Guidelines for Interim Solution

14. Contractor will leverage existing COTS (Commercial Off The Shelf) products where feasible
15. Mobile systems at the regional level that will provide the following capabilities
    A. Satellite backhaul connection into the statewide network
    B. Programmable repeaters for mutual aid UHF/VHF and 800MHz channels
    C. Mobile retractable 100' masts
    D. Self generation capabilities

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