



BOBBY JINDAL
GOVERNOR

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

BRANT MITCHELL
CHAIRMAN
SONYA WILEY-GREMILION
VICE CHAIRMAN

MINUTES

Wednesday August 26, 2009

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, August 26, 2009 at the Louisiana State Library, Fifth Floor, Capitol View Room, 701 North Fourth Street, Baton Rouge, Louisiana 70802.

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
Captain Alan Dunn (Proxy for COL Thibodeaux)	Louisiana National Guard
Sheriff Ricky Edwards	Louisiana Sheriffs Association
Chief Freddie Drennan	Louisiana Association of Chiefs of Police
Jeya Selvaratnam	Dept. of Public Safety & Corrections, Public Safety Services
Mark Ford	Governor's Office of Indian Affairs
Bill Vincent	Association of Public Safety Communications Officials, Louisiana Chapter
Ken Hughes	Region 1
Billie Giroir	Region 2
Eric Deroche	Region 3
Lee Hebert	Region 4
Ken Harlow	Region 5
Chief Merrick Tassin	Region 9

Committee Members Absent	Representing Agency
Ed Driesse	Division of Administration
Chief Ronnie Bourque	Louisiana Fire Chiefs Association
Tommy Thiebaud	Regional Parish Homeland Security &

	Emergency Preparedness Directors Committee
Donna Newchurch	Louisiana Ambulance Alliance
Sonya Wiley-Gremillion	Region 6
Sandy Davis	Region 7
Gary Peters	Region 8

III. Approval of Minutes

Mark Ford made a motion to approve the May 27, 2009 meeting minutes. Eric Deroche seconded the motion. The SIEC voted unanimously to approve the minutes of the May 27, 2009 meeting.

IV. Chairman's Report

A. New 17 Site Expansion Update

The SIEC worked closely with the Division of Administration as the 2009 fiscal year closed to identify additional funding to build out the Louisiana Wireless Information network (LWIN) with 17 additional sites. These sites will bring LWIN to the 95% portable on street statewide coverage goal. The Technology Subcommittee will be working to identify sites to have all sites installed and operational by December 2009. The 17 sites will be located in north Louisiana with one site in Sulphur.

B. FY09 Interoperable Emergency Communications Grant Program (IECGP)/ Community Block Development Grant (CBDG)

The FY 2009 Interoperable Emergency Communications Grant Program (IECGP) has been announced. The IECGP funds eligible categories are planning, training, exercise and equipment as long as an agency is able to demonstrate they have met the planning, training, and exercise criteria established by the state.

GOHSEP is working to develop an application for Community Block Development Grant (CBDG) funding administered by the Louisiana Recovery Authority. Our application will ask for \$30 million to increase capacity, provide subscriber units to local governments and provide redundant connectivity for LWIN.

Jeya Selvaratnam asked if there was money available to support increasing the maintenance budget to cover increased costs due to capacity expansion and microwave redundancy equipment. Chairman Mitchell stated that the CBDG funding will not allow maintenance cost, therefore, the SIEC will need to identify those costs and work with the Division of Administration to request additional funding.

Chairman Mitchell reported that the state is revamping the way they do budgeting. The Governor has identified nine major goals with one of the goals being hurricane protection and emergency preparedness. Each state agency will make an offer for funding based which ties to one of the nine goals. Chairman Mitchell feels we have a good argument to get increased funding based on the requirement that we are supporting almost forty-five thousand users across the state.

Jeya Selvaratnam also suggested looking at satellite redundancy as an option as well as microwave. Chairman Mitchell referred the question to the Technology Subcommittee for a recommendation.

C. Communications Unit Leader (COML) Update

Travis Johnson gave an overview of the Louisiana COML program created by the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) Office of Interoperability. The program is a first of its kind in the nation. The COML full scale exercise was created to fulfill the requirements of the COML taskbook. The exercise will become part of the Office of Emergency Communications (OEC) Technical Assistance Catalogue in 2011.

D. Statewide Interoperability Executive Committee (SIEC) Executive Staff Positions

Christina Dayries has been promoted internally at GOHSEP but will continue to administer the budget for the SIEC. Paul Murphy has been assigned to a full time position with the interoperability staff. Paul is very proactive and soon to be an officer in the Air National Guard. His full time effort is to support planning for LWIN. Paul is taking the lead on a new program that affiliates agencies with LWIN sites. Paul will also assist Travis Johnson with outreach at the parish and regional level to facilitate long term internal planning.

E. Sheriff's Association Meeting

GOHSEP Director Mark Cooper, State Police Superintendent Col. Mike Edmonson, SIEC Chairman Brant Mitchell, and Department of Public Safety Services Information Technology Director Jeya Selvaratnam met with the Louisiana Sheriff's Association to discuss interoperability and the LWIN system. Many good ideas were discussed, several of which Chairman Mitchell would like to implement immediately. One of the things that has been worked on is an Infrastructure Policy to determine how new infrastructure would be added to the system. The policy has been sent to the Policy and Planning Subcommittee for their review and recommendation. One of the suggestions from the Sheriff's Association

meeting was to create a mechanism for public comment on proposed SIEC policy. Chairman Mitchell proposes that the SIEC adopt a rule that any new SIEC policy be posted to the SIEC website for 30 days to allow for public comment and outside agency input before going to committee.

Bill Vincent made a motion that any new policy be sent out via the SIEC Listserv email group and posted to the SIEC website for public comment for 30 days prior to adoption. Merrick Tassin seconded the motion. The motion carried unanimously.

Another concern voiced at the Sheriff's Association meeting was for better coordination when system maintenance will impact LWIN users. The Technology Subcommittee voted to recommend this to the SIEC.

Future planning for slow growth was also discussed as funding may be available in the future for local agencies to build out sites at the local level. It was also discussed at the Region 18 meeting that a survey was needed to identify any parish or local agency that anticipates growing the system to accommodate internal needs beyond what the state has already provided. We will use the survey to develop a five year plan for system growth, identifying future frequency requirements. This was also discussed at the Region 18 meeting. There is a Region 18 plan, and an LWIN Master Frequency Plan, built off the guidelines established by the Region 18 plan allocation of frequencies to geographical areas. The LWIN Master Frequency Plan allows for other frequencies from outside the parish to be used. This had caused some issues with parishes who foresee future growth and are hesitant to give up frequencies to other parishes. The primary goal of the survey will be to make sure frequencies are available to meet the needs of all first responders throughout the state.

Chairman Mitchell proposed that the SIEC pause licensing frequencies for 60 days to allow the survey to be completed and determine the growth potential, and to build a new frequency plan using this information that will meet the future growth needs of the LWIN subscriber agencies.

Bill Vincent recommended that in lieu of a formal motion, GOHSEP Office of Interoperability and Department of Public Safety (DPS) Radio Maintenance voluntarily suspend frequency licensing for the 60 day period.

Chairman Mitchell suggested that a motion be passed to request the state LWIN management hold all applications for 60 days, but to use their best judgment and file at their discretion if a need arises. Ken Hughes made the motion, and Eric Deroche seconded the motion. The SIEC voted unanimously to approve the motion.

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.

Chairman Mitchell recognized Billie Giroir as the new representative for Region 2.

VI. Sub-Committee Reports

A. Technical Sub-Committee

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

- I. Motorola gave a presentation to the Technical Sub-Committee on the multi site failure at the beginning of the month.
- II. Motorola also briefed the Sub-Committee on the retuning that was done to the system, the retuning is wrapping up statewide, with the exception of Region 1.
- III. The Technical Sub-Committee set a standing meeting for the second Tuesday of each month at 9:30 am at GOHSEP. Jeya Selvaratnam offered to host the meetings at DPS for any date GOHSEP meeting rooms were unavailable.
- IV. Motorola has begun a pilot program in Texas where multiple systems can be linked to share talkgroups across the systems. Motorola has inquired if Louisiana would be interested in participating for proof of concept. Motorola will pay all expenses associated with the testing. Afterwards if testing is successful, the state would be responsible for maintenance costs associated with continuing the program. The overall goal is to interconnect all Project 25 (P25) systems throughout the gulf coast region. After discussion, Chairman Mitchell directed the Technology Sub-Committee to meet with Motorola and make a presentation of their findings at the September SIEC meeting.

B. Policy and Planning Sub-Committee

No report.

C. Budget and Finance Sub-Committee

Chairman Mitchell asked Christina Dayries to provide an update on the appropriated budget for the SIEC.

- I. The SIEC ended fiscal year 2009 with more money than expected. The Division of Administration (DOA) provided an additional 2.5 million dollars, and together with some GOHSEP general funds and Homeland Security grant funding to purchase 17 additional sites at a total cost of 5.3 million dollars. Additionally, Chairman Mitchell secured \$600,000 in GOHSEP Homeland Security grant funding to add capacity to four sites. DPS utilized their COPS grant funding to add capacity to existing sites as well.
- II. GOHSEP lost approximately \$1 million dollars from the maintenance budget as the funding was transferred to the Governor's Executive Office to cover cost for outstanding interoperability invoices from the previous fiscal year.
- III. For fiscal year 2010 the interoperability budget did not increase; we received \$9.4 million, which is a continuation level budget to fund the four staff positions, operating expenses for the SIEC and maintenance for DPS.
- IV. Chairman Mitchell relayed that it shows a significant level of commitment both at the DOA and the Governor's Office for the SIEC to have maintained its funding.

VII. Old Business

A. Narrow Banding

GOHSEP has been working with Bill Vincent over the last few weeks to create a letter to the Federal Communications Commission (FCC) asking the FCC to consider extending the 700 MHz frequency range 6.25 MHz channel bandwidth narrow banding date from 2017 to 2024.

B. Bi-Annual Update

We are required by legislation to submit a bi-annual update on the status of the SIEC. The SIEC report is complete, and a copy was placed in the SIEC meeting binders for the committee to review and offer comments.

VIII. New Business

No new business.

IX. Public Comments

A. Advanced System Keys

A question was posed to the SIEC as to whether agencies must maintain advanced system key in light of the fact that some manufacturer's radios don't even support the technology. Chairman Mitchell responded that after meeting with Harris, it was discovered that while they don't have an advanced system key, they have a security process that is very similar to the advanced system key. There will be a policy amendment containing proposed language requiring agencies to utilize this or a similar process if they purchase radios from vendors' not providing advanced system keys.

B. Technology Conference

Mike Murphy announced that the 3rd annual Technology Conference is scheduled for October 27-29, 2009 at the Riverview Hotel in Mobile again. Online registration is available at www.gsrcpi.org.

C. SIEC Radio Rebanding

EF Johnson has notified local agencies that the 28 radios provided by the SIEC must be reprogrammed to assure the 800 MHz national mutual aid channels are rebanded and function correctly. GOHSEP will work with the Technology Sub-Committee for further review and recommendation.

X. Adjournment

Ken Hughes made a motion to adjourn. Eric Deroche seconded the motion. The SIEC voted unanimously to adjourn.