



State of Louisiana

OFFICE OF THE GOVERNOR

Statewide Interoperability Executive Committee

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APPROVED 3/14/07

STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE MINUTES

Wednesday, February 14, 2007

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, February 14, 2007, at the Claiborne Building Conference Center, 1st Floor, 1-136B 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. Lorita Ford, and a quorum was established.

Committee Members Present:

Rizwan Ahmed (Chair)

Chief Robert Black

Chief Freddy Drennan

Heyward Jeffers

Curry Johnson (for Francis Thompson)

Mickey McMorris

Lt. Col. Robert Morris

Susan Severance

Col. Eric Sivula

Representing Agency:

Division of Administration &

Office of Information Technology

LA Fire Chief's Association

Police Chief's Association

LA Senate Select Committee on

Homeland Security

LA House of Representative Special

Committee on Homeland Security

LA State Police

LA National Guard

Attorney General's Office/OHSEP

Dept. of Public Safety/Corrections Services

State/Parish Agency Representatives Present:

Eric Deroche

Dean Dozier

Richard Gremillion

Col. Kenneth Hughes

Donald Milligan

Thomas Thibeaud

Region 3 Assumption/St. James OHSEP

Region 8 Ouachita OHSEP

Region 5 Calcasieu OHSEP

Region 1 Plaquemines OHSEP

Region 6 Rapides OHSEP

Region 9 Washington OHSEP

Guest List
See Appendix A

On motion of Chief Freddy Drennan, seconded by Lt. Colonel Robert Morris the Committee voted unanimously to approve the minutes of the January 24, 2007 meeting with any necessary corrections.

Captain Vandra Fields with the Louisiana National Guard gave an SIEC update in a power point presentation. She discussed the results of the Whiteboard Session held on January 31, 2007. The topics of discussion included mobile trailer specifications and all-hazards emergency alert system. The power point presentation in its entirety is included (see Appendix B).

In regard to the IP based solution, Chairman Rizwan Ahmed commented that since there appears to be some difficulty in coming up with a very clear specification, an RFC (Request for Comments) may be the best approach to this scenario. An RFC would allow vendors to make a short presentation on their technology and how it would fulfill our requirements. This would not be any type of binding proposal and would not involve any funding. After vendor comments are received and reviewed this could help the Committee develop a more clearly defined RFP. Chairman Ahmed will work with the Office of State Purchasing to establish a timeframe for the RFC and the RFP.

The Committee discussed the types, functionality and distribution of the 1500 portable radios that have been approved for purchase. In the absence of Mr. Matt Farlow due to sudden illness, Captain Williams suggested that detailed discussion regarding the Mobile Trailer Specifications be deferred until the next meeting. In the meanwhile, he asked the Committee to review the Mobile Trailer handout and submit comments to DOA-SIEC.

Chairman Ahmed is working with the Governor's Office in getting the unclassified positions filled for the SIEC staff. He will also consult with the Governor's Office to request that the existing LANG staff appointments be extended until the permanent staff is hired.

Chief Robert Black reiterated the goals and objectives to be accomplished by the Assessment and Technology sub-committee. Ms. Susan Severance distributed an informational handout, “Interoperability Continuum” describing it as a tool for improving emergency response communications and interoperability. A copy of the handout will be available on the SIEC website.

Old Business

Ms. Daphne Levenson addressed the Committee and reiterated the importance of members attendance and participation in the upcoming Gulf Coast Summit. She gave an overview of the three-day agenda and distributed confirmed registration information..

The Committee was reminded that the February 28 meeting would be cancelled and members were encouraged to attend the GSRCPi Summit. The next full Committee meeting will be held on Wednesday, March 14 at 1:30 p.m. at the Claiborne Building in Baton Rouge.

Chairman Ahmed acknowledged receipt and review of the proposal submitted by Mr. Dennis Savoie, of Sphere Consulting Group. However, he commented that he was somewhat reluctant to send copies of the proposal to the committee members because of copyrights within it. Mr. Savoie gave his consent and will resubmit his proposal to the Chairman for distribution to the Committee. He also gave the Committee a brief overview of the proposal’s contents.

Special Presentations

Representatives from Qwest Communications distributed handouts and gave a presentation to the SIEC. A question and answer session followed his presentation.

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 24, 2007**

<u>NAME</u>	<u>AFFILIATION</u>
Paul Singh	E F Johnson
Bill Rains	E F Johnson
Richard Silverman	DEQ
Vandra Fields	LANG, SIEC
Dennis Savoie	Sphere Consulting
Robert Hale	LSU Police
Andrew Muhl	Governor's Office
Daphne Levenson	GSRCP
Todd Westerman	Deep South Communications
Rhett Westerman	Deep South Communications
Donna Duggins	Qwest
Melanie Blair	Qwest
Wesley Stephens	Qwest
Christina Dayries	LA State Police
Clyde Turknett	DH Marketing
Bob LaRose	Raytheon JPS
Beth O'Quinn	IBM
Chris Coulon	Adams & Reese
Jean Bennett	HHS
Sandra Williams	OTM

APPENDIX B

SIEC Update

14 February 2007

SIEC Planning Group

AGENDA

- Whiteboard Session Update
- “Needs Assessment Survey” Map Update
- Pending Actions
- SIEC Support Staff Information Brief
Schedule
- Questions

SIEC Planning Group

Whiteboard Session

- Whiteboard session was conducted on January 31, 2007
- The following personnel were in attendance:
 - Eric Sivula DOC
 - Richard Silverman DEQ
 - Joe Drago DOTD
 - Vernon McFadden DPS
 - Matt Farlow GOHSEP
 - David Stone GOHSEP
 - Freddie Morris LANG
 - Robert Mehrtens LCLE
 - David Staton LSP
 - Heyward Jeffers Senate
 - Thomas Thiebaud Region 9
 - Donald Milligan Avoyelles 911
- Topics discuss :**Mobile trailer specifications**
All-hazards emergency alert system
- [Next Whiteboard session: To be determined](#)

SIEC Planning Group

Mobile Trailers

Mobile systems at the regional level that will provide the following capabilities

1. Satellite backhaul connection into the statewide network
2. Programmable repeaters for mutual aid UHF/VHF and 700/800MHz channels
3. Mobile retractable 100' masts
4. Self generation capabilities
5. Must tie into the state interoperability system

[Detailed trailer specifications pending approval](#)

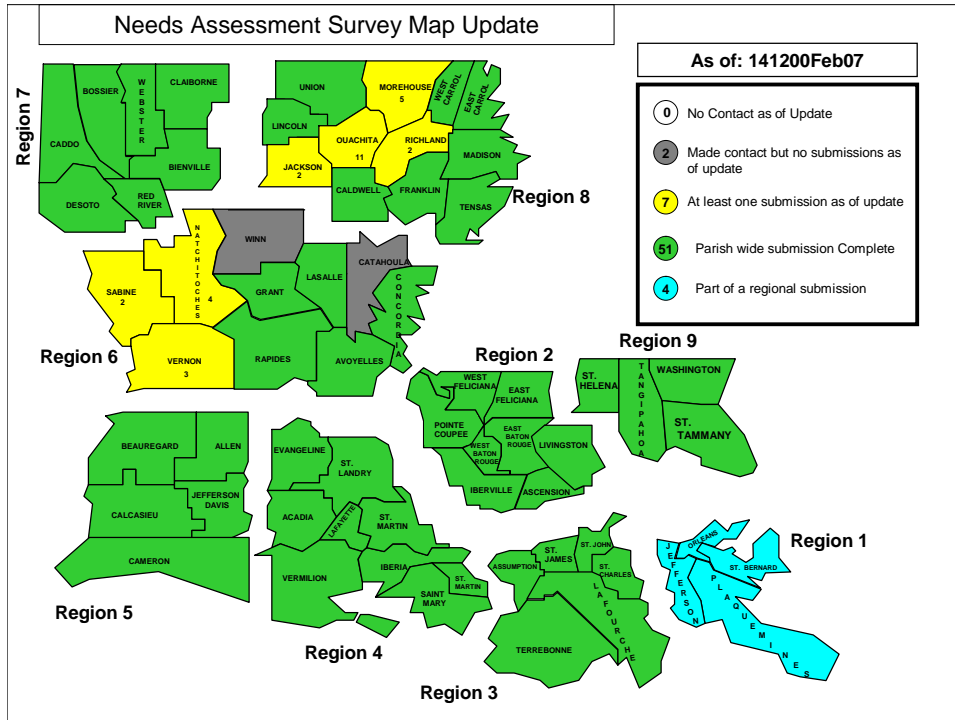
SIEC Planning Group

All Hazards Emergency Alert System

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.
- C. Includes a rapid communication system which shall have at a minimum a text-based emergency alert notification where as 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.
- D. 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



Pending Actions 1 of 3

1. Spending authority and purchase action for the following (BA 7):
 - Mutual Aid Repeaters
 - Trailers and towers for the mobile units
 - 3 each new radio towers
 - 1500 each portable radios (P25)
 - Maintenance and fee relief

SIEC Planning Group

Pending Actions 2 of 3

2. MOA/ MOU/ SLA/ for:
 - IP Gateway
 - IP Based solution
 - Interoperable channels and frequencies
 - Radios to be provided by the SIEC
 - Establishment of a service baseline provided by the statewide interoperable communications systems and duties, responsibilities and tasks for all involved parties as motioned on December 6, 2006.

SIEC Planning Group

Pending Actions 3 of 3

3. Approval for RFP scope of work (reference handout)

SIEC Planning Group

SIEC Support Staff Information Brief Schedule

SIEC Support Staff Information Brief				
Road Show				
As of 12 February 2007				
Date	Region	Location	Address	Remarks
13-Feb-07	8	Ouachita Parish EOC	1000 New Natchitoches Road, West Monroe, LA	(318)322-2641
14-Feb-00	7	Shreveport Fire and Police Training Academy Auditorium	6440 Greenwood Road, Shreveport, LA	
15-Feb-07	6	Alexandria		
27-Feb-07	9	Sidell		
1-Mar-07	1	New Orleans		
2-Mar-07	3	Terrebonne/Lafourche Parish		
6-Mar-07	5	Calcasieu Parish		
7-Mar-07	4	Lafayette		
TBD	2			

SIEC Planning Group