



4040 W. Guard Street Boise ID 83705 P: 208 422-3040 www.bhs.idaho.gov

Draft Minutes

March 24, 2011

A meeting of the Idaho Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Idaho Military Division, 4040 Guard St Boise ID 83705 Building 600 West Wing, Joint Conference Room, Basement. Chair Mark Lockwood called the meeting to order at 9:00 a.m. Attendees and guests introduced themselves. A quorum was present.

Members Present:

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice-Chair, Lorin Nielsen, Idaho Sheriffs Association & DIGB 5 Chair
- Jay Christensen, Idaho Department of Corrections
- Michelle Carreras (proxy for Dia Gainor), Idaho Department of Health and Welfare
- Jerry Goetz, Federal Law Enforcement
- Lieutenant Colonel Dean Hagerman, Idaho Military Division
- Jerry Russell, Idaho State Police
- Mark Wendelsdorf, Idaho Fire Chiefs Association
- Jon Heggen, Idaho Department of Fish and Game
- Greg Laran, Idaho Transportation Department
- Tom Bowman, Idaho Association of Counties
- Robert A. Wells (proxy for Brigadier General William Shawver), Idaho Bureau of Homeland Security
- Stacy Hyde, DIGB 6 Chair, Ammon Fire Chief
- Gene Ramsey, DIGB 4 Co-Chair, Blaine County Sheriff's Office
- Don Gardner DIGB 2 Chair, Clearwater County Emergency Manager
- John Specht DIGB 1 Representative
- Darby Weston, DIGB 3 Chair
- David Gates, DIGB 5 Representative

Members Not Present:

- James Hammond, Idaho Senate
- Marv Hagedorn, Idaho House of Representatives
- Michael Candelaria, United States Department of Interior
- Jon Heggen, Idaho Department of Fish and Game

Others Present:

- Melissa Gayhart, SIEC Project Coordinator
- Russ Bundy, Ada County Sheriff's Office
- Nicola Jansen, Ada County Sheriff's Office

- Kirby Ortiz, Gem State Communications
- Steve Steiner, Idaho Bureau of Homeland Security (via Video Teleconference)
- Robert E. Hugi, Public Safety Communications
- David Davis, Madison Fire
- Matt Howarth, Motorola
- Bruce Richter, Department of Homeland Security, Office of Emergency Communications
- Hal Gross, United States Coast Guard
- Lori Capps, Gooding County
- Beth English, Blaine County
- Danny Bunderson, Idaho State Police

Welcome/Introductions

Mark Lockwood, SIEC Chair

Review & Approve October Minutes

Chair Lockwood asked for a review of the January 27, 2011 minutes.

MOTION: To approve January 27, 2011 draft minutes, as written. Mr. Hagerman moved, Jay Christensen seconded. The vote was unanimous.

SCIP Implementation Workshop

Mark Lockwood

Yesterday the SIEC held a SCIP Implementation workshop where the state SCIP was reviewed. There was a lot of good discussion and updates were made to the state SCIP. Lockwood has passed out some of the materials that were handed out at the SCIP Implementation workshop. If you did not receive a copy of the material and would like a copy please see Lockwood or Melissa Gayhart to obtain.

Operational Plan Update

Lorin Nielsen

Nielsen welcomed the new members (DIGB representatives) to the SIEC table and stated that he believes they will be a huge asset to the council in regards to local affairs. The Operational Plan Committee has met since the last SIEC meeting in January and has discussed at length the operational plan. They are currently in the process of putting a written document together that provides explanation of their PowerPoint presentation. The committee has identified a few gaps that need to be finalized through the operations committee. The SIEC has not formally adopted the recommendations that were given by CTA in the assessment that they performed. The operations committee voted and approved (this was not unanimous) on asking the SIEC to accept and adopt the CTA recommendation that Idaho have a 700 MHz UHF/VHF hybrid system represent the State of Idaho. Accepting these recommendations will allow the operations committee to move forward with completing a recommendation that will be a statewide system.

Colonel Russell questioned how the adoption of a system will affect the vision of the statewide backbone. Chair Lockwood stated that the committee has reviewed what assets were owned statewide and coupled that with the design build plan that was provided by CTA, the committee is proposing that the CTA recommendations be defined as the statewide system for interoperability. This system will include all state and local systems. Lockwood stated that the SIEC would be voting on defining what the system is as it exists today, with the understanding that this will change in the future, so that the plan that the Operational Plan Committee is working on will apply to the current system. Discussion was held on how to properly word the motion.

MOTION: Adopt as defined in the CTA Assessment, a statewide frequency agnostic interoperable communications system. The system shall consist of the State of Idaho microwave backbone, Ada County master site, and other systems, gateways, and bridges for state and local governmental agencies. The proposed system will be called the Idaho Cooperative Agencies Wireless Interoperable Network (I-C-A-WIN). Sheriff Nielsen moved. Gene Ramsey seconded. The vote was unanimous.

Nielsen reported that he will be receiving copies of other state operations plans from our federal partners. The goal is to have a draft operation plan submitted to the DIGB's and the SIEC for review by the May meeting.

Chair Lockwood stated that with the increased activity concerning D-Block that Idaho needs to move forward with securing its share. Lockwood recommended that the Region 12 RPC move forward with investigating how we move forward with securing Idaho's share of the D-Block. The council was in agreement and Chair Lockwood stated he would make contact with the Region 12 RPC to move the process forward.

Lockwood stated that at the January meeting Chairman Hyde had requested input on ISSI and connectivity. Lockwood would like to move forward with hiring an independent contractor, with SIEC funds, to look at the proposal and determine what is available and what it would take to make those connections. The independent contractor would report to the SIEC. The council was in agreement.

Lockwood also stated that he would like to develop a group that would help develop and define statewide system sustainability. Public Safety Communications will provide a report to the SIEC on how much it would cost PSC to maintain the statewide system. The council was in agreement with developing this group.

Idaho Bureau of Homeland Security (BHS) Public Safety Communications

Robert Hugi

Mr. Hugi presented the council with an update on narrowbanding. The State of Idaho currently has 483 mountain top repeater locations that need to be narrowbanded. This does not include the many subscriber units. According to the FCC mandate systems must be narrowbanded by January 1, 2013. Hugi provided the council with a schedule that Public Safety Communications will be following in order to narrowband state agency systems. This PowerPoint and schedule is available on the SIEC website located at: <http://www.bhs.idaho.gov/Pages/Communications/IdahoSIEC.aspx>.

Business Plan Update

Jerry Russell

Colonel Russell provided the council with an updated status on the SIEC Business Plan. The business plan was sent out for review and comment. 2 comments were received and the recommendations will be implemented into the Business Plan. Once these changes have been made the business plan will be sent out to the council and prepared for vote by the council.

Legislative Report

Mark Lockwood

Lockwood briefed the council that the SIEC made their annual report to the Legislature at the end of January. The brief was well received with minimal questions. Lockwood stated that they briefed the legislature on the progress the council is making on the Joint Strategic Plan, the Business Model, and the Emergency Communications Operational Plan. Lockwood stated that they had discussed further transparency on the council and the addition of the DIGB members to the council. The legislature was also provided with an update as to the status of the statewide system to date. The statewide system currently has 32 towers being utilized with 260 channels, and 6,280 subscribers. The statewide system has predominate coverage in 22 counties, with 23 counties on various stages of transition. The system

currently offers public safety communications covering 1.2 million Idahoans. In 2010 the statewide system had 21 million "push to talk" actions by emergency personnel, 37, 000 hours of voice air time, 10,000 hours of over-the-air programming was completed, with an average of only 18% of the system currently being used.

Lockwood stated that the SIEC would like to present at each of the associations represented on the council. Lockwood asked that the dates for these meetings be forwarded to the executive committee and that the representatives on the council reserve approximately 30 minutes on their association meeting agenda for an SIEC update.

Idaho Bureau of Homeland Security- 2009 IECGP Grant Update

Bob Wells

Wells thanked everyone for their assistance in closing out the 2008 IECGP grant. Wells briefed that the 2009 IECGP grant currently closes on May 31, 2011. The SIEC will be seeking a 6-month extension for this grant. Wells briefed that the 2009 IECGP money will be used for a train the trainer program. The grant will focus on COML training.

District Governance Update

DIGB Representatives

DIGB 1 – John Specht stated that things have been slowed down to resignations from some counties on the DIGB board. They are diligently working on getting new representatives from these counties. DIGB 1 has also completed the North Idaho Comprehensive Land Mobile Radio Analysis. Specht presented the SIEC with a copy of this analysis.

DIGB 2 – Don Gardner stated that they are focused on narrowbanding and are setting conversion dates across the DIGB to help keep costs down. The DIGB is currently working on the final draft of their SOP and hope to have it finished and adopted at their next meeting March 29, 2011.

DIGB 3 –Darby Weston stated that DIGB 3 had not been able to meet due to scheduling conflicts but that they hope to hold their next meeting at the beginning of April.

DIGB 4 – Gene Ramsey stated that DIGB 4 has completed their SOP and are currently focused on narrowbanding. DIGB 4 hopes to have representatives present at the SOP workshop being held May 11 and 12, 2011.

DIGB 5 – David Gates stated that DIGB 5 has been meeting regularly. They currently have a committee working on an interoperability operations plan for DIGB 5. This plan may tie in nicely with the State Operations plan. They have moved to scheduling a meeting every 2 months. DIGB 5 has purchased a laptop and projector so they are able to present their information to other agencies.

DIGB 6 – Stacy Hyde stated that they are currently working on narrowbanding and will be focusing on SOP's in the future. They have had some scheduling conflicts but hope to meet regularly in the future.

Other Business

No other business was discussed.

Open Comment Period

There were no other comments.

Adjourn

MOTION: To adjourn. Lorin Nielsen moved, Gene Ramsey seconded. The vote was unanimous. The meeting adjourned at 10:30 a.m.

Next Meeting – Thursday May 26, 2011 0900-1200 Hrs Location: Idaho Military Division Gowen Field 4040 Guard St Boise ID 83705 Building 600 West Wing - Joint Conference Room, Basement