UNAPPROVED MINUTES
Pending approval at the January 9, 2013 NCSC meeting

	MEETING MINUTES NEVADA COMMUNICATIONS STEERING COMMITTEE (NCSC)
DATE:	Wednesday, September 12, 2012
TIME:	1:30PM – 4:00PM
LOCATION:	Nevada Division of Emergency Management Executive Conference Room 2478 Fairview Drive Carson City, Nevada 89701
METHOD	Video/Teleconference
RECORDER	Karen Hall

ATTENDANCE

Committee Members	Present	Committee Members	Present
Lou Amell (Chairman)	X	James Johns	X
Steve Albertson		Tim Kuzanek	X
Don Belcher	X	Dan Lake	
Robert Chisel	X	Lester Lewis	X
Jake Conely (Vice-Chairman)		Chris Perry	
Tony DeMeo	X	Bonnie Petti	X
Mark Foxen	X	Vernon Scarbrough	
Craig Harrison	X	Jeffery Stilson	
Tammy James	X		

1. **CALL TO ORDER**
   Chairman Lou Amell (Chairman) called the Nevada Communications Steering Committee (NCSC) meeting to order at 1:30 p.m.

2. **ROLL CALL**
   Karen Hall, Nevada Division of Emergency Management and Homeland Security performed a roll call with attendance noted in table above. Mike Varner represented Jeffery Stilson. Quorum requirements were met for this meeting.

3. **PUBLIC COMMENT**
   Chairman Amell opened discussion for public comment. Pete Reinschmidt, Nevada Division of Emergency Management Project Manager, introduced George Molnar as the new Statewide Interoperability Communications Coordinator (SWIC) for the State of Nevada.

4. **APPROVAL OF MINUTES**
   Chairman Amell called for commentary and approval of the NCSC meeting minutes from July 11, 2012. No commentary noted in either venue. Motion to approve minutes put forth by Tammy James, Douglas County Communications Manager, with second by Lester Lewis, Clark County Chief Information Officer. No opposition. Motion passed unanimously.

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5. COMMENTS BY THE CHAIRMAN

Chairman Amell thanked committee attendees for their current, continued, and future participation in the NCSC meeting process, particularly for future efforts to be applied in the upcoming year.

6. REQUEST TO THE CHAIRMAN TO FORM A SUBCOMMITTEE TO SOLICIT PROJECT REQUESTS FOR GRANT CYCLE FFY 2013

Craig Harrison, Communications Project Manager put forth a request to obtain a motion from the Chair to form a Grants Sub-Committee that will funnel communication investment justifications (IJs) to the SWIC for prioritization and value review. Discussion ensued with the following highlights:

- Chairman Amell instructed NCSC members to submit an email directly to him if interested in the Grants Sub-Committee. Requests are due to the Chairman by Tuesday, September 18, 2012. He will select the sub-committee membership and sub-committee chair within the next few weeks.
- IJ's to be forwarded to the SWIC no later than October 12, 2012. Any Committee member receiving IJ's are instructed to forward such IJs to the SWIC.
- Pete Reinschmidt indicated there is urgency to call for projects soon due to criteria relating to interoperability content when being considered for Homeland Security grants. Tammy James indicated there may not be enough time. David Fein indicated calls were put out in July 2012 with resulting projects now flowing in addition to reiterating a call to form a sub-committee at the last NCSC meeting. He indicated there is enough time to get this done prior to the December meeting, but action has to commence now.
- Members who sat on the sub-committee prior are eligible to sit again this year. Previous committee membership included Robert Chisel, Bonnie Petti, Tammy James, Craig Harrison, and Lou Amell. Chairman Amell has advised that he wishes to have at least four individuals who currently sit on the NCSC as members to avoid violation of executive order.
- Henne Rasul, Deputy Attorney General questioned whether action item/voting requirements exist for the creation of the Grants Sub-Committee. Discussion ensued with final conclusion that the committee never disbanded and already exists.
- Tammy James will continue to chair the Grants Sub-Committee; however, she will step down if anyone else is interested. Volunteers to sit currently on this committee are Tammy James, Bonnie Petti, Lester Lewis, James Johns, and Lou Amell (if needed). Chairman will check with others to finalize membership.
- Joe Lombardo, Las Vegas Metropolitan voiced his concern in that his application for NCSC membership has been with the Governor since April 2012 which in effect leaves no southern Nevada participation on the Committee. Chairman Amell will follow up on this issue.
- Craig Harrison read aloud the current criteria that the SWIC will use for IJs. George Molnar volunteered to write this letter and distribute to interested parties.

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7. SWIC STAFF REPORT

George Molnar, SWIC presented the SWIC Staff Report including updates on the Homeland Security Grant Program and Interoperability Emergency Communications Grant Program (IECGP) in addition to reporting on significant events. Please refer to the SWIC Staff Report handout and accompanying grant funding spreadsheet. Mr. Molnar also introduced Craig Harrison as the new Communications Project Manager (CPM)

8. NARROW-BANDING

Craig Harrison, Communications Project Manager reported Clark County had its final closeout on the narrow-banding project headed by Andrew Gagliardo and Lester Lewis. Mr. Harrison congratulated both individuals for their efforts on this complex project. Status updates included the following highlights:

- 517 different entities accounted for
- 297 completed narrow banding 57.4%, last time 34.5%
- Need follow-up in late October to see if scheduled completions are finished

Pete Reinschmidt stressed the importance of the January 1, 2013 deadline expressing interest if any entity had requested information pertinent to the waiver deadline. Mr. Reinschmidt also stressed that any entity requesting waiver must be actively working on a project currently.

Chairman Amell posed question to Mr. Harrison on whether this project would be complete by January 1, 2013, with Mr. Harrison indicating that the project would be complete, although there were several entities that got on board later than expected.

Tammy James presented concern regarding the impending programming requirements that will result due to this project. Ms. James wishes to stress the importance of the communication between entities, particularly in regards to reprogramming radios, and issues pertaining to very high frequency/supervisory control and data acquisition (VHF/SCADA). Mr. Harrison informed Ms. James that he has asked the narrow-banding participants to notify neighbors 30-60 days prior to cutting over. Mr. Harrison will send out his contact database information to all entities on the list.

9. REPORT FROM THE LAS VEGAS URGAN AREA COMMUNICATIONS WORKING GROUP

Mark Blomstrom reported on the southern Nevada and Las Vegas urban area Tactical Interoperable Communications plan (TIC Plan) indicating that the fourth revision is now complete as a significant and noticeable improvement to previous revisions. Mr. Blomstrom briefed the committee that the Department of Emergency Management provided subject matter experts to interview agency representatives and modified old plan. Comments and corrections were incorporated in the final product. This has been forwarded to the Chairman and the SWIC.

The Las Vegas Urban Area Communications working group has taken its first step in its five-year plan proposing four initiatives to improve frequency and ease of interoperable use by 2017. The working group has convened its first meeting to finalize/accept the plan, create a set of applicable policies, and obtain formal agency agreements. Meetings are set to conclude in November 2012 with the goal of bringing a finalized plan to include a list of interoperability plans, and signed memos of understanding (MOUs) to the NCSC's next meeting. No questions from either venue.

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10. REDIRECTION OF '08 UASI INTEROPERABILITY (MICROWAVE PROJECT) GRANT FUNDS

Mark Blomstrom presented a detailed briefing related to the Clark County Microwave Project Including funding information, requirements for EHP approvals, and reimbursement issues related to the project. He thanked Lester Lewis for his diligence shown on this now completed project. Discussion highlights of presentation are noted as follows:

- The Department of Homeland Security (DHS) denied EHP for Coyote Springs Communication site leaving Clark County with no reimbursement for the project in addition to resulting in unspent grant funds.
- Procurement cost savings totaled $486,000 leaving an opportunity to use savings dollars for other needs. Ad-hoc group looking into using these funds put forth proposal that represented UASI funds that have to be used in the Las Vegas area. Deadline of December 31, 2012 leaving no time for sub granting or re-scoping, as project is limited to procurement of equipment
- Request to procure 100 portable radios converting units from VHF to Metro Desert Sky Trunk systems to improve interoperability and direct access to Metro. The LV Urban area is requesting NCSC approval to move this request to the Finance Committee and ultimately to the Commission for final approval.

Lengthy commission discussions regarding this request included the following highlights:

- Concern presented by several committee members as to utilizing grant funds for any other purpose other than original intent, particularly given the time constraints. (Harrison)
- Concern presented by Tammy James and James Johns regarding funding of individual radios sending a message to not spend money in lieu of obtaining grant funding purging responsibility of organizations to fund their own equipment needs. Similar requests have been denied for operational equipment requests.
- Idea floated by George Molnar for LV to retain ownership of radios but issue them out due to these restraints. Per Mark Blomstrom, this may require inter-local agreements approved by Clark County's Board of Commissioners, and he personally does not believe they will be in favor of this idea.
- Pete Reinschmidt voiced concerns in using these funds creating a supplanting situation
- Lester Lewis indicated that this strategy, given the time constraints, was the only thing they could come up with for any value (ideally would like microwave systems, but there isn't time)
- Concern about creating a precedent that upcoming IJ requests can use for numerous agencies having no funding to upgrade their systems
- Concern about setting bad precedent in not using awarded funding as well affecting future allocations.
- Kelli Anderson – it could potentially affect upcoming allocation, with new grants from NTIA; they could look at IECGP, PSIC, and any investment draw down performance. We don't want it to affect performance of grants when it has to come to communication
- Chairman Amell praised the group for having this open conversation with truths being expressed. This isn't a good situation, does not want to send funds back, and he is not in favor of this type of purchase with these types of funds.

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Chairman Amell opened up commentary from the public with highlights noted below:

- Del Roehrick, Strategic Programs / Science Applications International Corporation stressed the importance of creative solutions to fit within grant request guidelines giving example of supporting a project by looking at infrastructure improvements. Kelli Anderson presented commentary noting restrictions on purchasing infrastructure due to environmental screening – WE cannot go out and purchase infrastructure. Any additional equipment requires an environmental screening memo. Another consideration is that this money is not 2008 money. We took 2008 expenditures and rolled into 2007 as we would lose it congressionally. Working with UASI, we are actually saving this $500,000 for you to make your decision. This decision is important, that we send the right signal to the investment justification people. We have little chance of getting an extension. We need to draw down this grant.
- David Fein, Alcatel Lucent – With experience with EHP, we don't have much of an option because everything else will require EHP. Though they promise to complete requests in a month's time that has not been the normal outcome.
- Pete Reinschmidt – Appears that after hearing everything, the utilization of the funds is important. Do we want to benefit Nevada or send the money back to the federal government? Is not happy with the precedent set either way.
- Don Belcher – We have six agencies that we can help, or we can turn them away. He thinks we should choose to help the other agencies
- James Johns – understands expenditure, but requirement for upcoming requests is the same as already requested requests. This isn't an issue that we can't spend the money, but a responsibility to spend in accordance to our own outlines. There are one or two alternatives that will meet the established grant provisions. He cannot support purchase of individual radios when they should be purchasing from operational base. It isn't grant responsible
- Don Belcher presented a motion to approve expenditure of monies as originally designed with no second noted. Motion failed. Tammy James put forth a motion to approve the PCR with the change that the PCR goes back to the UASI for distribution to all jurisdictions who might have need of that interoperable communication benefit within that jurisdiction. James Johns seconded the amended motion. All voted in favor with no opposition. Motion passed unanimously.

11. UPDATE ON THE STATUS OF THE STATEWISE 700 MHz BROADBAND NETWORK COMMITTEE SONNet)

Robert Chisel, City of Reno informed group that Chief Chris Magenheimer, Lake Tahoe Fire District will not be in attendance due to the Como fire. Lester Lewis stepped in to update meeting attendees on the last State of Nevada Network (SONNet) meeting. Updates included the makeup of the SONNet board and proposed increases in membership to include necessary input, particularly tribal input in addition to officially voting to elect the Chairman and Vice Chairman, Request for Proposals (RFPs), and a potential name change for the SONNet Committee due to potential conflict with technology terminology. No questions posed from either venue.

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12. PUBLIC COMMENT

Chairman Amell opened discussion for public comment. Craig Harrison put forth suggestion that the NCSC take up the 'next generation 911' issue, particularly regarding interoperability between next generation systems and networks on a state level. Chairman Amell will look into the creation of a sub-committee. Mr. Harrison requested this request be placed on the agenda for the next NCSC meeting.

Pete Reinschmidt thanked David Fein for his service as well as announcing the addition of Mr. Harrison to the State of Nevada team.

Lester Lewis inquired whether current legislation requires having a formal 911 coordinator. Dennis Cobb informed the meeting participants that Nevada missed a grant opportunity due to the fact that it had no official 911 coordinator in place. Chairman Amell suggested this may be an agenda item for the next NCSC meeting as Nevada is considerably behind many other states regarding this issue and is looking at considerable funding concerns in the future.

Chairman Amell thanked the Committee for their participation in this process.

13. ADJOURNMENT

Chairman Amell called for a motion to adjourn. Motion presented by Don Belcher with a second by Lester Lewis. All were in favor, no opposition. Motion passed unanimously.
Next meeting is scheduled for November 14, 2012.

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