



**DRAFT MINUTES
NV COMMUNICATIONS
STEERING COMMITTEE**

DATE	March 14, 2012
TIME	1:30 PM
LOCATION	3050 East Flamingo Av, Las Vegas NV 401 S Carson St, Carson City NV
METHOD	Videoconference
RECORDER	Hanne Epstein

ATTENDANCE

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

CALL TO ORDER – **Chairman Amell** called the meeting to order at 1:30 p.m.

ROLL CALL – **Hanne Epstein DEM** called the roll and a quorum was declared.

PUBLIC COMMENTS

Chairman Amell asked if there were any members of the public who wished to make a comment at this time.

Curtis Steadman, from Motorola, presented Motorola's first LTE handheld computing device with a push to talk button and capability to receive and send video. He informed the NCSC members that he had brochures available describing the device.

APPROVAL OF MINUTES

Chairman Amell called for comments and discussions to the minutes of the NCSC meeting of January 11 of 2012. No comments were put forward. **Jeffrey Stilson** moved to approve the minutes, **Don Belcher** seconded the motion. Vice Chairman **Amell** called for a vote; the minutes of the NCSC meeting of January 11, 2012 were unanimously approved.

COMMENTS BY THE CHAIRMAN

Chairman Amell welcomed everyone to the meeting and noted that he looked forward to working with everyone on the challenges ahead. He encouraged all the members to attend the meetings and get involved in the discussions.

PROPOSED CHANGES TO NCSC BYLAWS

Chairman Amell stated that after discussion with the Attorney general's Office he has reached the conclusion that there is a need to implement new NCSC bylaws in place of the NCSC bylaws of 2008. The new bylaws are needed in order for the NCSC to comply with the Governor's Executive Orders of 2010 and 2011.

The NCSC bylaws of 2008 give the NCSC authority to decide who is a member of the NCSC and who is removed as a member of the NCSC. The Executive Order of 2010 clearly gives the Governor full authority on all membership matters of the NCSC.

The 2008 bylaws of the NCSC say that the subcommittee Chair can appoint members and non members of the NCSC to a subcommittee. The Executive Order of 2011 states that the NCSC may form sub-committees comprised of members of the – NCSC,

The NCSC had two subcommittees the Grants subcommittee where all members had NCSC membership; and the LTE Working Group which has only four members from the NCSC and 10 members that were not from the NCSC. At this point taking the Executive Order into consideration the actual voting membership of the sub-committees can only be members of the NCSC. However **Chairman Amell** noted that he wished for the non NCSC members of the sub -committee to stay on the committee as non voting members, they are all subject matter experts providing needed guidance

Chairman Amell stressed to the members that the role of the NCSC remains to serve the Governor and recommend to him and the Nevada Commission of Homeland Security, what the NCSC feels is important in the area of interoperable communications whether it be related to data or voice.

The suggested new NCSC bylaws which were forwarded to the members are recommended by the Attorney General's Office to put the NCSC back in compliance with the latest Executive Orders.

James Johns: noted that the previous bylaws were not promulgated by the committee but by the Attorney General's Office. He then made a motion to adopt the bylaws as presented, **Chris Perry** seconded the motion.

Jake Conely noted that according to the old bylaws you could not present amendments to the bylaws and pass them at the same meeting. **James Johns** pointed out that this was not an amendment of old bylaws but an adaption of entirely new bylaws therefore the vote could be made.

Chairman Amell called for a vote to adopt the new bylaws all voted in favor none opposed, the new NCSC bylaws were passed.

SWIC STAFF REPORT

Jeffrey Yeagley reported that 35 out of 54 grant funded Interoperability Communications projects from the FFY 2006 to FFY 2010 are complete. **Chairman Amell** asked what the timeline is to complete the remaining projects.

David Fein responded that the 2006 project which is still open is the Cross-band Repeater project. The inter-local agreement is the only item left on the project. The project will be closed out from a billing standpoint. From a project management standpoint, a completion plan has just been finalized to get the remaining 23 repeaters up and running.

The 2007 projects will be completed before summer of 2012 when the funds will run out. **David Fein** stressed that no open projects were in danger of not being able to finish within projected timelines.

Jeff Yeagley went on to report on training held since January:

- Communications Technician (COM/T) Training in Las Vegas Feb 6 – Feb 10th
- The Feb 8th Communications Vehicle Rodeo
- ICOMMs Awareness and NW Nevada Regional TICP Workshop, Nevada DEM Carson City Facility, Feb 28th

Training scheduled for FFY12 through OEC and PSI:

- The Nevada Tactical Interoperable Communications Field Operations Guide (NEViFOG) is currently under review by the Statewide Interoperable Communications Coordinator (SWIC) and the Interoperable Communications Project Manager (CPM). All stakeholders are encouraged to provide input to the SWIC and CPM for any recommended changes.
- "Simple Truth" U.S. Dept of Homeland Security Exercise, March 27th through March 29th: The Master Scenario Events List (MSEL) begins with Clark County Emergency Operations Center (EOC) and involves the State of Nevada and multiple jurisdictions in Clark County.
- PSIC Follow-on Training in Las Vegas, April 2nd through April 6th.
- Regional TICP Work Shops: The Southern Nevada Regional Tactical Interoperability Communications Plan (TICP) will be updated to reflect more current information. The target window for Subject Matter Experts (SME's) to meet and evaluate the existing document is April 9th through April 13th with the last two weeks of April being reserved for all three Nevada Regional TICPs.
- May 9th, 10th, and 11th: Nevada Interoperability Communications Seminar (NICS). This comprehensive offering will be conducted along two tracks: 1) policy makers and 2) technical staff.
- June 7th Sustainable Funding Identification provided by OEC/ICTAP: This comprehensive one-day workshop provides an analysis of where and how funding has been used, progress made, gaps, and funding needed to fill gaps within the State in coordination with the SWIC. It provides best practices based on lessons learned/strategies from other States.
- The climax event for summer 2012: A Statewide Interoperability Communications Exercise to incorporate everything. Tentative date for the Statewide Exercise is sometime during the week of July 23rd based on other events and training provided.

Jeffrey Yeagley gave an update on the Nevada Core System. He commented that going forward there will be a discussion to have an advisory board established, as a subcommittee to the NCSC. The advisory board will take responsibility for the oversight and governance for the Nevada Core System. There has also been discussion about changing the name from Four Core System to Nevada Core or N-Core. A lot of organizations such as Forestry, NDOT, DOE and DOD, would like to be on the system. Every time an agent is added you would have to have to add a number to the name. To avoid that confusion it

may be easier to just call the system Nevada Core. Jeffrey Yeagley asked to have an agenda item for the next NCSC meeting to present the subject in more details.

Washoe Reno and the NSRS are all mapped through the gateway. Metro has been mapped and are ready to program radios over the air and they are waiting for the green light to add to their dispatch consoles. NHP South now has their techs program their consoles. Nye County left to go. There is going to be training and video style training on how to use the Four Core System. There will be outreach and two demos, one for Nevada Commission of Homeland Security, and the Nevada Sheriffs' and Chiefs' Association during their meeting in Ely, around July 23, 2012.

Other interoperable communications activities by the SWIC and CPM include an interoperable communications slideshow briefing to the 18 Emergency Support Functions of Nevada as well as the Nevada Sheriffs' and Chiefs' Association. The slideshow is available upon request and explains in depth the development of interoperable communications in Nevada.

SatCom I was deployed and its capabilities demonstrated in Mesquite. The Satcom also participated in the Southern Nevada Comms Rodeo where it performed well.

The SWIC and CPM have held numerous meeting with Terry Bohl, SNAC and other agencies and continue to support the work to get the tribal rurals on line.

Anyone who is not on The Communications Asset Survey and Mapping Program (CASM) and needs to be please contact Jeffrey Yeagley as he will be signing people up and can refer them to online webinars on how to use this system. CASM is a very valuable tool in seeing what communications resources are available in various jurisdictions.

Jeffrey Yeagley and David Fein met with "E-Care Nevada" a health care system organization hired by the State Health to build a fiber ring for data and information sharing all over the state. In the future they can potentially assist in leveraging interoperable communications capabilities in the State. Jeffrey Yeagley recommended that E Care Nevada be allowed to give a presentation to the NCSC at a future meeting.

Chairman Amell commented that he had just had a meeting with E-Care to learn more about their project. Their work is at this time primarily for the health care system. It is a \$20 million project which will take several years to complete. Chairman Amell will invite E-Care to come to the NCSC and present their project.

Jake Conely added to the SWIC report that the North has had great success in using part of a PSIC sub grant of \$188,000, to put 55 participants from all over the state through Com-L, Com-T, incident dispatch and radio training. Several of the course participants are currently trainees on type I and type II incident management and incident dispatch teams.

Jake Conely also wished to make a correction to the 2012 investment justifications item C, where it says Sparks Fire Department portable repeaters. These are in fact Washoe County regional portable repeaters. They will be housed in Washoe County regional EOC and be available for any agency in the region.

Jeffrey Yeagley responded that he would make the correction to the 2012 Investment Justification. He went on to say that Craig Harrison is the now the narrow band coordinator for the State and has taken on the task of going to every city and county to get an overview of where the state is at with narrow banding and the FCC mandate

Lou Amell asked that Craig Harrison would have a separate agenda item covering narrow banding for the next NCSC meeting.

Craig Harrison went on to give a short overview of the upcoming activities concerning narrow banding. First objective is to identify all the UHF and VHF systems and user agencies throughout Nevada, contact all the agencies and determine their current status on narrow banding and what their target dates are on getting finished. Craig Harrison will also discuss any problems the agencies may have with narrow banding and see whether the State can help out. Finally a report will then be written up to show the total status of narrow banding in Nevada.

REPORT ON ACTIONS BY THE LTE (LONG TERM EVOLUTION) SUB-COMMITTEE

Lester Lewis reported that the RFP for governance is suspended. The suspension was based on the signing of the HR 3630 and the establishment of First-Net. Nevada Homeland Commission has nominated Assistant sheriff Flynn to be on First-Net. First-Net has 6 month to define the RFPs going forward. Lester Lewis also noted that the legislation took away the 700 MHz give back and replaced it with a T-band give back which does not affect Nevada. After the legislation passed the process is set to move quickly and money for the project may be available by the end of the year. The legislation includes an opt out clause for the states that want to come up with their own plans to tie into the national systems.

UPDATE ON THE STATUS OF THE BROADBAND WAIVER

Chris Magenheimer reported that there is a continued open dialogue with the FCC on the Nevada waiver request and Nevada is proceeding to get all the documentation requested in place. There is a bit of a turmoil in Washington DEC between the FCC and the NTIA over the holders of the spectrum. Currently the FCC holds the spectrum but according to the legislation it must be turned over to the NTIA. There is still a good probability of a waiver but there is uncertainty and difficult to tell at this time whether waivers will continue to be issued. **Lester Lewis** commented that the license under the legislation is under NTIA, so the value of a waiver from FCC would be questionable.

UPDATE FROM THE NCSC GRANT SUBCOMMITTEE

Jeffrey Yeagley reported that the Grant subcommittee had based their project selection on the 6 criteria of the Safecom Guidance as well as the Nevada Homeland Security Commission's Guidance on Critical Communications. Of the 15 projects submitted to the Grant Sub-committee the following five were selected to move forward in the following ranking order:

1. Statewide Interoperable Communications Coordinator and Certified Project Manager funding (SWIC and CPM)
2. Nevada Dispatch Interconnect Project (NDIP)
3. Statewide Interoperability Training
4. 4G/LTE Broadband Engineering Study
5. Hoover Dam Radio interoperability

Pete Reinschmidt noted that presentations of the projects moved forward will be made by the SWIC at the Nevada Homeland Security Working Group meeting on April 21.

REPORT FROM THE UASI COMMUNICATIONS WORKING GROUP

Mark Blomstroem reported on the Clark County School District (CCSD) Planning Project which goal is to fundamentally improve the organization and effectiveness of CCSD emergency communications.

Phase I, the gap analysis, and phase III the narrow band reprogramming of the transportation department have both been completed. They are working on phase II the development of a funding sensitive plan addressing radio, telephone and all forms of internal communications including external linkages, particularly interoperability. The project is on schedule and there are draft recommendations from the consultant to be delivered mid April. Final approval of the recommendations and plan by the CCSD governance committee is expected mid May. After the CCSD approval the plan will be forwarded to the Urban Area Communications Working Group as well as to the NCSC.

The Las Vegas Urban Area Planning Project, to create a roadmap for coordination and improvement of interoperable communications in the Las Vegas urban area over the next five years, has completed phase II. This completes the grant funded portion of the project with the delivery of a draft strategic plan. The Draft 5-Year Radio interoperability Initiatives Plan was forwarded electronically to all members of the NCSC prior to the meeting. The summary is five pages long including two graphs. Mark Blomstroem encouraged the members to take a look at the report and submit any comments and critiques they may have. Comments should be submitted before May 1, 2012. As the draft gets modified it will move forward for adoption. The urban Area Communication Group will come back to the NCSC and ask for adoption of the 5-Year Radio interoperability Initiatives Plan and inclusion of the plan as a portion of the Nevada SCIP.

Mark Blomstroem noted that in the plan summary the draft five year goal is to move Las Vegas urban area over the course of the next five year to daily use of interoperable communication. This goal will be achieved through the following four initiatives:

- standardization of interoperable governance and policy
- Standardize Interoperability SOPs
- Standardize Interoperability SOPs in Dispatch Centers
- Standardize Interoperability Training and Exercises

Mark Blomstroem went on to comment on the last item of his report the Interoperability Training. There is a third week of interoperability classes scheduled for April 2-6 2012. There is a flyer out describing the classes which are free and being held at the Las Vegas Metro facility. Dates in mid July have been confirmed with OEC for Com-T and Com-L classes in the Las Vegas urban area, locations to follow.

TRIBAL EMERGENCY COMMUNICATION –Terry Bohl presented the interoperable communications gap analysis done on the reservations. OEC has identified a number of large gaps in tribal communications capabilities; some reservations simply don't have communications capabilities at all. The tribes are currently in the process of applying for grants to ensure emergency communications as well as broadband capability in the tribal areas connecting all 27 tribes into the Nevada NRS shared system. The grant applied for is \$4 million and has a match, which will be partly funded by NDOT and partly by the tribes. If the funding is granted for the built out of the tribal communications systems it would also fill out gaps identified in the NSRS across the State.

Terry Bohl noted that the tribes, ITERC and ITCN endorse 100 % Governor Sandoval's application for a 700 MHz broadband waiver for Nevada and will send a letter through the Governor's Office to the FCC in support of the application. A letter will also go out the Nevada senators stating the tribes support for the waiver application.

Chairman Amell asked if the project suggested in the report would have a RFP released to the public. **Terry Bohl** answered that once a grant has been secured the RFP would follow. **Don Belcher** asked how the grant match, 4 million would be divide up between the tribes

Terry Bohl responded that the tribes will be asked provide the land that the towers will go up on, which will affect almost all of the reservations. They will be asked to do the cultural studies on the sites and if possible do the NEPA; all in kind contributions. The tribes cannot be forced to do that but they will be asked to do that.

PUBLIC COMMENT

Chairman Amell called for any public comments,

Craig Harrison noted that as an outcome of the job bill there is \$150 million set aside for next generation 911. He asked whether the NCSC should consider making standard recommendations for PSAPS for next generation 911 in Nevada.

Chairman Amell agreed that the State of Nevada needs to have one set of standards to go by for all PSAPs for next generation 911. Chairman Amell said that he would consider asking the NCSC to reestablish a new next generation 911 sub-committee at the next NCSC meeting.

Don Belcher noted that he welcomed any comment and information concerning the project that Terry Bohl presented. Don Belcher supports the efforts the best he can, and would appreciate any input that the NCSC can give to make the project go faster or smoother. Out of the 27 tribes in Nevada 17 are part of a tribal association. The tribal association has a president and operates by vote. The 17 tribes can be used to make a vote concerning the direction of the communications project.

David Loar passed on information about the experimental license at the Fast Center in Las Vegas. A vendor will set up a LTE demonstration system at the Fast Center; this happens with the cooperation of NDOT, Las Vegas Metropolitan Police Department and the Nevada Highway Patrol. A three antenna array to go on top of the tower along with cables and

connectors has been purchased and an area is located in the Fast Center that will accommodate the testing equipment. April 5th there will be a meeting with the TMC committee to make a recommendation that the vendor be allowed to put in a wire to power the system. The intent is to build a test bed where vendors can make reservations or applications to put their equipment in to do testing and verify coverage, data rates and any other type of technical information they might want to retrieve as a demonstration prior to the state going out for a RFP for the LTE system.

Chairman Amell asked if there was a limited time available for each vendor. **David Loar** responded that it has not been determined but 6 months would possibly be enough for the vendor to come in, set up their equipment run the test and pull the equipment down again. **Chairman Amell** noted his concern that if four vendors each given six months want to do this we are looking at two years which may delay what has to be done.

James Johns reminded the NCSC members that the public comments agenda item was not for dialogue and discussion but for comments only and possibly to establish a future agenda item.

Chairman Amell thanked Jake Conely for all the work he had done with the training in the North.

ADJOURN:

Chairman Amell called for a motion to adjourn the meeting, Jeffrey Stilson motioned to adjourn the meeting Jake Conely seconded Vice Chair Amell called for a vote. All voted in favor, none opposed, Vice Chair Amell adjourned the meeting.

Meeting notes completed by Hanne Epstein, for questions call (702) 486-4430 or email hepstein@dps.state.nv.us

Acronyms:

Communication Asset Survey and Mapping: CASM	Nevada Division of Emergency Management: DEM
Communications Unit Leader Training: COM-L	Next Generation 911: NG9-1-1
California Field Operations Guide: CalFOG	Office of Emergency Communication : OEC
Federal Department of Energy: DOE	Public Safety Answering Points: PSAPs
Federal Department of Homeland Security: DHS	Public Safety Interoperable Communications: PSIC
Federal Emergency Management Agency: FEMA	Radio Frequency Identification: RFID
Federal Fiscal Year: FFY	Regional Tactical Interoperable communications Plan: RTICP
Homeland Security Grant Program: HSGP	Remote Communications Support Vehicles: RCSV
Homeland Security Working Group: HSWG	Request for Information: RFI
Interoperable Communications Coordinator: ICC	Request for Proposal: RFP
Interoperable Communications Technical Assistance Program: ICTAP	Southern Nevada Area Communications Council: SNACC
Interoperable Emergency Communications Grant Program: IECGP	Standard Operating Procedures: SOP

Internet Protocol: IP	Statewide Interoperability Coordinators: SWIC
Internet Protocol/Voice over Internet Protocol: IP/VoIP	Urban Area : UA
Long Term Evolution (LTE)	Urban Area Security Initiative: UASI
Las Vegas Metro Police Department: LVMPD	Very High Frequency: VHF
National Environmental Policy Act: NEPA	Voice Over Internet Protocol: VOIP
National Nuclear Security Administration: NNSA	Washoe County Sheriff's Office: WCSO
Nevada Communications Steering Committee: NCSC	