


**Official Minutes – Approved at the ay 13, 2013 NCSC Meeting**

	<p><b><u>MEETING MINUTES</u></b>  <b>NEVADA COMMUNICATIONS          STEERING COMMITTEE (NCSC)</b></p>		
DATE:	Thursday, March 21 2013		
TIME:	9:30PM – 12:00PM		
LOCATION:	Nevada Division of Emergency Management Executive Conference Room 2478 Fairview Drive Carson City, Nevada 89701		
METHOD	Video/Teleconference		
RECORDER	Karen Hall		
<b>ATTENDANCE</b>			
Committee Members	Present	Committee Members	Present
Lou Amell (Chair)	X	Tammy James	X
Don Belcher	X	James Johns	X
Robert Chisel	X	Dan Lake	
Jake Conely (Vice-Chair)		Chris Perry	X
Tony DeMeo	X	Bonnie Petti	X
Craig Harrison	X	Jeffery Stilson	X
Nevada Attorney General Representative			
Sarah Bradley	Deputy Attorney General		X

**1. CALL TO ORDER AND ROLL CALL**

Chair Lou Amell, Las Vegas Fire and Rescue called the Nevada Communications Steering Committee (NCSC) to order at 9:30 a.m. Roll call performed by Karen Hall, Nevada Division of Emergency Management and Homeland Security (NDEM/HS). Quorum was established for this meeting.

**2. PUBLIC COMMENT**

Chair Amell opened discussion for public commentary with no commentary noted in either venue.

**3. APPROVAL OF MINUTES**

Chair Amell called for a motion to approve the NCSC meeting minutes dated January 9, 2013. A motion by Committee member James Johns to approve the amended minutes as noted was presented, with a second by Chief Don Belcher, Las Vegas Paiute Police Department. All were in favor with no opposition.

**4. COMMENTS BY THE CHAIRMAN**

Chair Amell thanked the NCSC membership and public attendees for participating in this meeting, particularly thanking both members and support staff for efforts in getting this meeting underway.

**5. NARROW-BANDING**

Craig Harrison, Interoperable Communications Project Manager gave a brief report to the Committee on the Federal Communications Commission (FCC) rules that those licensees that have narrow and wideband are no longer required to remove wideband, but are recommended to do so at the next license change. In addition, all frequency coordinators are required to approach any license that has wideband on it as if it is narrowband. Interference problems will result in a complaint and potential

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enforcement action. Without a waiver, if users are using wideband and are caught, there is a fine. The public notice is available on the FCC website. As a recurring agenda item, Narrow-banding can now be eliminated from further agendas moving forward per Mr. Harrison.

Tammy James, Douglas County Communications Manager inquired if Nevada has any issues with interference. Per Mr. Harrison, no issues with interference, however there are a few licensing issues being addressed.

### 6. **STATEWIDE INTEROPERABILITY COORDINATOR (SWIC) STAFF REPORT**

George Molnar, SWIC presented the SWIC Staff Report with the following highlights:

- Nevada is one of the leading states in the country regarding narrow-banding, with over 90% compliance to date.
- Status report on grant-funded communications projects.
- FFY2012 State Homeland Security Strategy re-obligation applicants must attend the March 26, 2013 Nevada Commission on Homeland Security meeting.
- PSAP's have been targeted for denial of service attacks. James Johns requested that Mr. Molnar disseminate this information. Mr. Molnar indicated that the Department of Homeland Security, Federal Bureau of Investigation, and APCO International are investigating these occurrences.
- Discussion on public safety answering points (PSAP's) in addition to a newly released list of all PSAPs now available to the membership.
- NCORE Executive Committee charter, NCORE Executive Committee bylaws, and the NCORE inter-local agreement have all been delivered to member organizations for review.
- State of Nevada Network (SONNet) and NDEM have drafted Nevada's application for the State and Local Implementation Grant Program (SLIGP).
- Milestone reached as Elko has installed a communications switch incorporating it into the Nevada Cross Band Repeater Network
- On-line survey tool assisting local, up through federal agencies to collect information on current and desired future states of wireless data is accessible through <http://www.publicsafetools.info/mobile.data.survey/index.php>
- Office of Emergency Communications (OEC) is revising the National Emergency Communications Plan to include new guidance on integrating broadband, next generation 9-1-1.
- NDEM will host the 2013 Nevada Communications Interoperability Summit in Reno, July 11-14.

### 7. **REPORT FROM THE LAS VEGAS URBAN AREA COMMUNICATIONS WORKING GROUP**

Mark Blomstrom, Las Vegas Urban Area (LVUA) Program Manager presented information pertaining to the contract between Las Vegas and Motorola for a replacement P25 system for \$24.5 Million. Expanded communications rodeo was deemed a success though it overloaded communications to the point of failure. LVUA has developed its 5-year plan in conjunction with a finalized joint operations policy statement. Mr. Blomstrom thanked Rick Nelson, Nevada Department of Transportation Assistant Director of Operations for helping to develop format for the policy. This has been distributed to various agency heads. Also discussed was the re-direction of FFY08-09 Urban Area Security Initiative (UASI) funds enabling the purchase of 121 portable/desktop radios, which are now being programmed for use. Radio caches went to Mesquite, Las Vegas, Municipal Court Marshalls, City of Las Vegas Detention/Enforcement, Clark County School District, Clark County Court Security, and Clark County Coroner.

Mr. Blomstrom also presented support of Clark County School Districts standard operating procedure/training noting the Urban Area Working Group (UAWG) approved funding of \$50,000, in addition to Urban Area Communications Working Group approval supporting this project. Motorola has pledged \$200,000 for community support geared toward fire/law enforcement interoperability personnel). Also discussed was the completion of Las Vegas UAWG workshops pertaining to the Urban

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Area Homeland Security Strategy, with Goal 5 addressing interoperable communications paralleling the State Homeland Security Strategy.

Tammy James inquired as to what the \$26 Million Motorola project was, with explanation from Chair Amell and Mr. Blomstrom both. There is a desire to tie together the Southern Nevada Area Communications Council (SNACC) switch and Metro to improve interoperability on 700MHZ.

### **8. REPORT FROM THE NCSC 9-11 COORDINATOR SUBCOMMITTEE**

Craig Harrison reported that the 9-1-1 Coordinator has not yet met yet, but he has spoken already to Utah's 9-1-1 Coordinator. Mr. Harrison indicated that due to changes in revenue streams, a suggestion by Utah was made that Nevada take legislative action now to recommend the creation of a 9-1-1 Coordinator. Mr. Harrison put forth a motion to recommend George Molnar be appointed as an interim 9-1-1 Coordinator until legislation can be started.

James Johns presented concern as to the jurisdiction this Committee would have in dictating who the individual to represent Nevada will be, feeling that input from other parties is critical as they have access to a large pool of funding. Chair Amell indicated that his intent is that the state is kept at a certain level, and there are some larger areas with funding that could help out other centers to ensure this happens. Mr. Johns indicated more information needs to be presented on who has the legal authority to do this. Director Chris Perry, Nevada Department of Public Safety indicated that as a contractor, Mr. Molnar's contract would have to be reviewed to see if this is allowable. Director Perry and Tammy James also indicated their agreement to the fact that this body may not want to make the decision for the entire state. Tammy James also indicated that it may be beneficial to start the process of drafting communication to get the word out about what the future might hold with this project. Mr. Harrison indicated his belief that the real issue is that there needs to be one person that can be the point of contact (or spokesperson) when it comes to the grants that will come about next year. Without a 9-1-1 Coordinator, Nevada cannot even apply for the available grant funding. Director Perry indicated there is a need to understand what the scope of the 9-1-1 Coordinator does, and whether or not the NCSC has the authority to put forth such a recommendation. There was no second to Mr. Harrison's motion, and the motion failed.

Mr. Molnar thanked the group for offering to have him represent the 9-1-1 Coordinator position, indicating the importance of both building and coordinating efforts as an essential part of this process. In addition, Mr. Molnar indicated there could be a potential recommendation to the Nevada Commission on Homeland Security (Commission) that these needs are met. James Johns indicated that Mr. Molnar could draft out what this recommendation would look like. Director Perry will handle this on the Emergency Management end, and will present input at the next meeting. The Director will also speak with the Governor's staff as well.

### **9. UPDATE ON PUBLIC SAFETY ANSWERING POINTS (PSAP) LIST**

George Molnar briefed the Committee on the fact that there is a completed PSAP list, with the recommendation that the list is 'public-safety' sensitive. Mr. Molnar will ensure Committee members receive this information.

### **10. NCSC MEMBERSHIP CHANGES (RESIGNATIONS/NOMINATIONS)**

Chair Amell noted resignations of the NCSC membership to include Mark Foxen, Steve Albertsen, Tim Kuzanek, Vernon Scarbrough, Tony DeMeo, and Lester Lewis. Chair Amell will submit six more names to Governor Sandoval for consideration. Sheriff Tony DeMeo, Nye County indicated that he will submit a replacement request for his membership seat. The Chair indicated that he would like to see more involvement from the rural areas, and requested the Committee membership to forward this information for consideration. Chair Amell thanked those that had resigned for their immense efforts throughout the years, noting the loss of background history, but stressing that the Committee will now move forward with new ideas.

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### **11. DISCUSSION ON THE CLARK COUNTY SCHOOL DISTRICT (CCSD) STANDARD OPERATING PROCEDURE (SOP) DEVELOPMENT AND TRAINING PROJECT**

Dimitri Theodorou, Clark County School District presented an overview of the request for development and training on the Standard Operating Procedure project, noting that the IECGP has identified that school police have interoperability; however the remainder of the district does not. He is asking Mr. Blomstrom for 25 radios in addition to a set of customized SOPs to be used for training. Chair Amell updated the Committee on a meeting with Southern Nevada Fire Chief's Association in which Director Barnbeck attended. Overwhelmingly, the Chiefs support this, with understanding that this will be shared throughout the state in addition to helping with additional interoperability in Clark County.

James Johns inquired if this discussion pertained to this agenda item, asking if there is a written SOP for interaction with public safety. Mr. Theodorou indicated that school police currently utilize SNACC, however there is no standardization to be able to talk internally/externally. If the Fire Department wished to talk to a Principal during a lock-down event, they cannot. Mr. Theodorou indicated that he has worked on a gap analysis for the past two years. He has received 20 radios, but needs SOP's to utilize them. Each school will receive 2 radios to talk administratively with resources in addition to speaking with external agencies during disaster. Discussion was presented by James Johns on what his organization did historically, and Chair Amell agreed that the school district may not have a distinct plant. The goal is for the district to prove the concept, with the goal of spreading it to other schools. James Johns questioned if more work needs to be done at the school police level before the NCSC acts on any such request as there isn't even a way to ask for help right now in the school districts. Chair Amell indicated that school officers currently carry two radios, one for the school, and one for school police. Director Perry posed concern that this discussion item is supposed to center on the current status of the SOP, though it appears there is not one. He noted this is of concern that if there are no phones, responding agencies cannot talk to the schools.

### **12. DISCUSSION AND REVIEW OF NEVADA COMMISSION ON HOMELAND SECURITY PROJECT FUNDING REQUESTS**

Kelli Anderson, Nevada Division of Emergency Management presented a roadmap to the first three projects and the funding amounts available. Right now, Clark County Office of Emergency Management (CCOEM) has money they would like to de-obligate in the amount of \$172,000. Initial funding was for a coordinator, travel, and training. UASI also received money in 2009, and they used that money for the interoperable coordination. Right now there is \$172,000 that they would like to push out to the first three projects listed.

Mark Blomstrom explained NCHS-65 and NCHS-66 combined total \$172,000. NCHS-66 refers to what Mr. Theodorou spoke to earlier, and what Ms. Anderson spoke to is an administrative change of what was submitted. NDEM is requesting that this be put into the abbreviated investment justification (IJ) format. Kelli Anderson indicated that there is a short time frame on these funds, meaning that there is only 90 days to carry out this process. Standard operating procedures need to be done in 90 days. Mark Blomstrom indicated the formatting request is not a problem.

#### **NCHS-65 De-Obligation – Clark County Office of Emergency Management (CCOEM) and Clark County Fire Department (CCFD)**

Chairman Amell opened discussion on this de-obligation. James Johns presented concern on what happens if the money is not spent. Kelli Anderson indicated the money will not be drawn down from the federal government, and they will issue a new grant award less the \$172,000. Sheriff DeMeo inquired whether funds be reworked into other projects. Kelli Anderson indicated that UASI funds must be spent in UASI jurisdictions. The State can spend on UASI's behalf with a memo of understanding (MOU) in place, but funding must be spent in that jurisdiction. Chair Amell presented timing issues again noting the 90-day window and meeting schedules surrounding Finance and Homeland Security Commission approvals. Sheriff DeMeo inquired if grant extensions would be possible, with Kelli

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Anderson responding that the last two federal extensions were turned down with the request of the Homeland Security Director to force drawdowns. As it stands, FFY11 and FFY12 will be right on top of one another, so the more grants we close out the better we'll be. Extensions are time consuming and lengthy, and previous attempts were denied upon several appeals. James Johns indicated that our plans all along were to connect disparate radio systems can connect as opposed to buying operational equipment. He doesn't see anything for creating an interface here, doesn't appear to fit within the operability scope. Chair Amell indicated that the schools aren't using standard communications, primarily relying on cheaper big-box store brands for radios, and with over 300,000 children requiring protection, it's important to fix this.

Chief Fernandez Leary, Clark County Fire Department and UAWG Chair indicated he will call a special meeting to ensure the correct meetings occur.

Tammy James is struggling with this project and the time constraints. Without criteria as to whether we can fund these types of projects. We are in a situation that we don't want the funding to go away. She still struggles with radios coming before us. Chair Amell focused on the deobligation, not how it's going to be spent.

Chair Amell called for a motion to approve the NCHS-65 de-obligation, with the understanding of the corrected amount of \$172,000 per Kelli Anderson's explanation. Motion presented by Sheriff DeMeo, with a second provided by Deputy Chief Stilson, Henderson Police Department. All were not in favor, and in a roll-call vote of 9-1, with 9 yay and one nay, the motion passed.

### NCHS66 Re-Obligation: Clark County School District (CCSD)

Chairman Amell opened discussion on this re-obligation. James Johns asked for clarification on what he is being asked to vote on, noting differences in what Mr. Theodorou spoke to earlier versus what appears on the written application. Mr. Johns feels that Las Vegas Metropolitan Police may be able to assist with training.

Discussion ensued after review of the project request, with Mr. Blomstrom indicating that the intent is to utilize a contractor and form a project team including key individuals from the fire department, law enforcement, and school district personnel. Through the use of scenarios, interoperability communications protocol would be developed. SOPs are to be developed for use specifically for those individuals assigned to dual band radios.

James Johns indicated the written project as submitted he can support, however he can't support what was discussed and submitted earlier out of concern in avoiding any possible supplanting issue. Chair Amell indicated that there is no equipment being purchased with this request, and no additional radios are being bought. The only request is for assistance in helping to form SOPs as proof of concept to spread throughout the school district. Director Perry asked for clarification on how many pilot schools were involved, and Mr. Theodorou indicated there are nine high schools which will use the 20 radios which are already available.

George Molnar initiated discussion about historical reference leading up to this issue, with Director Perry interjecting his dissatisfaction about the lack of progress CCSD shows in its improvement of operational communications up to this point in 2013 with no way to speak to responders in the event of an emergency. Though dissatisfied, the Director will be voting to approve this request because of its intention to protect children. The Director also indicated that he would discuss this issue with the Governor.

Chair Amell called for a motion to approve. Motion presented by James Johns as written with no amendment, with a second by Director Perry. All voted in favor with no opposition. Motion passed.

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### **NCHS68 Re-Obligation: City of Henderson Police Department**

Chair Amell opened discussion on this re-obligation. James Johns inquired if the original request was for interface needs, not for purchase of radios. A speaker from Henderson clarified that the original intent was to purchase hand-held radios in addition to replacing vehicle radios. James Johns asked if there was a copy of the original grant. Kelli Anderson verified this went through the whole process in 2009 up through the Commission. Kelli Anderson clarified what is being reviewed today is for 2010 funding. This request was ranked as #5 initially. James Johns indicated that there may be a direction from the Commission not to purchase radios, however Chair Amell indicated he was not aware this occurring. Tammy James asked for clarification on the ranking list referencing this project as #5. Chair Amell indicated that it is not related to the grants subcommittee rankings, it's the UASI rankings.

Chair Amell called for a motion to approve. Motion presented by Chief Belcher, with a second provided by Sheriff DeMeo. All were not in favor, and in a roll-call vote of 6-4, with 6 nay and four yay, motion failed.

### **NCHS-72: Washoe County Sheriff's Office – Nevada Dispatch Interconnect**

Chair Amell opened up discussion on this request to move funding from equipment to personnel to install equipment needed for the Nevada Dispatch Interconnect project. Chief Chris Magenheimer, North Lake Tahoe Fire Protection District briefed the Committee on this project, indicating the project has been going on for approximately 14 months to date, connecting individual Public Safety Answering Points (PSAPs) into switches. Goal is to finish project within next 12 months. Chair Amell questioned who from Clark County was involved with this, with Chief Magenheimer indicating that Lester Lewis had been working on this from the south, as well as Galena Group contacting each dispatch center in Clark County. Committee discussion ensued as to the level of contact that occurred, as several members questioning if there was any communication noting no contact had been made with their organizations to date.

Stu Cronan, Galena Group spoke to this project. He met with Las Vegas Metropolitan Police Departments dispatch center as well as inviting all dispatch centers, with the assumption that Lester Lewis took on the communication with SNACC to ensure meeting information was disseminated. Chair Amell instructed that Mr. Lewis does not speak for all of the dispatch centers in question. Mr Cronan will provide an attendance record to that Chair Amell can see who was invited to this meeting.

Kelli Anderson corrected that this is a project change request, not a re-obligation request. There is approximately \$1.1 Million in requests for State Homeland Security Project (SHSP) grant funding, three of which are communication projects being brought before this body.

Motion to approve was presented by Craig Harrison, and seconded by Tammy James. All were in favor with no opposition. Motion passed.

### **NCHS-76: Washoe County Sheriff's Office – Fusion Center & Communication**

Chair Amell opened discussion on this request from Washoe County Sheriff's Office to fund radios for the fusion center. Captain Duayne Meyer, Washoe County Sheriff's Office withdrew this request for consideration as his organization believes funding could better be applied to other projects.

### **NCHS-78: Reno Tahoe Airport Authority – Terminal Repeater Project**

Chair Amell opened discussion on this request from Reno Tahoe Airport to fund their Terminal Repeater Project. Citing a study made by the Galena Group, Jamie Edrosa, Operations & Communications Manager for Reno Tahoe Airport Authority (RTAA) briefed the Committee on the RTAA's need for additional signal strength within the terminal to assist with dispatch needs noting that signal has degraded and incoherent when communicating with first responders.

Inquiry by Sheriff DeMeo as to how many bidirectional amplifiers RTAA had resulted in commentary from Mr. Edrosa that there are three repeaters to be strategically placed in the new security checkpoint,

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baggage handling system, and new gateway area. Inquiry by Chair Amell regarding whether there are disparate systems to be connected or single antenna resulted in an answer that it is a single antenna configuration. Inquiry by Chief Belcher as to whether RTAA experiences communication issues with fire and police services resulted in an answer yes due to lack of signal strength. Chair Amell presented concern that bidirectional antennas in Clark County were installed at the expense of the airport, not through grant funding. Mr. Edrosa indicted RTAA's intent to move forward with the Washoe County upgrade for better signal strength Per Jamie, the plan is to move ahead with Washoe county upgrade coming online in four years. The plan was to go with that upgrade for better signal strength, however based on availability of grant funding, the decision was made to apply at this time to expedite the process. Concerns were presented by other members including Tammy James regarding how this proposal could have been better presented including presenting as a shared system in addition to the dollar amount being large for just three BDAs.

Director Perry inquired if the RTAA property is considered critical infrastructure which would open up the door to using grant funds, although he questioned the tax-status of 'for-profit' entities. Kelli Anderson, Nevada Division of Emergency Management indicated that RTAA is a not-for-profit according to their application. Director Perry inquired if the property is considered critical infrastructure for the valley. Mr. Edrosa indicated that they are non-profit per Kelli Anderson. Director Perry also indicated that the airport is an important asset during natural disaster activation under the National Incident Management System (NIMS). Mr. Edrosa indicated that the Transportation Safety Administration (TSA) also would benefit from use of these radios.

Inquiry from Committee member Bonnie Petti as to whether RTAA's problem began when TSA started using its frequency resulted in commentary by Mr. Edrosa that the composition of the building in addition to metal detection causes potential interference.

Motion to approve presented by Director Perry, with a second provided by Craig Harrison. All were not in favor. In a roll-call vote of 6-3, with 6 nay and 3 yay, motion failed.

### **NCHS-79: Mesquite Police Department – Interoperable Radios**

Chair Amell briefed the Committee on the City of Mesquite's need for interoperable radios due to need for communication to talk directly to police organizations in Utah, Arizona, and throughout the Las Vegas area. No discussion was presented by either venue, and although there was a motion to approve, no second ensued. Motion failed.

### **13. PUBLIC COMMENT**

Chair Amell called for public commentary. No commentary noted from the northern venue. George Molnar requested that the membership look at the State Communications Interoperability Plan (SCIP) which was provided at this meeting, though due to time restraints must be moved to the next NCSC meeting for approval.

### **14. ADJOURN**

Chair Amell called for a motion to adjourn. Motion presented by Deputy Chief Stilson, with a second provided by Chief Belcher. All were in favor with no opposition. Meeting adjourned at 11:42 a.m.