

Nebraska Council of Regions (NCOR)
August 28, 2009 – 9:30 AM
Nebraska Educational Television Network Building Boardroom
1800 N 33rd St, Lincoln, NE

Nebraska has the responsibility to develop, deploy and sustain interoperable communications tools and techniques to effectively deliver public services. Interoperability is envisioned as a “no walls” approach allowing public safety organizations to intercommunicate on demand without hindrance. Nebraska recognizes that response is broad and that it is best served with investment in both human and technology capital. Interoperability: The ability of Public Safety responders to share information via voice and data communications systems on demand, in real time, when needed, and as authorized.

Call to Order – Pete Peterson, Chair

Opening comments

1. Roll Call

| <u>NCOR Member Name</u> | | <u>Attendance</u> |
|-------------------------|-----------|-------------------|
| Mark | Conrey | Absent |
| Patrick | Foust | x |
| Pat | Gerdes | x |
| Jim | Gerweck | x |
| Tim | Hofbauer | x |
| Darrin | Lewis | x |
| Pete | Peterson | x |
| Ray | Richards | Absent |
| Thomas | Schwarten | x |
| Dave | Webb | x |

2. Chair Pete Peterson reviewed the Open Meetings Law information – verification of public notice, availability of copy of law in the meeting location - NEB. REV. STAT. §§ 84-1407 through 84-1414 (1999, Cum. Supp. 2006, Supp. 2007.)

1. Approval of Meeting Notes from July 31, 2009

- a. Pat Foust made a motion to approve; Tom Schwarten seconded the motion and it was passed by roll call vote of members present – Time Hofbauer abstained from voting because he was absent at the July 31 meeting; all other members present voted yes.

Action Items:

1. Mutual Aid Frequency Use

Discussion about the use of mutual aid channels and NWIN channel usage resulted in general consensus that standard operating procedures developed by the joint operational (NWIN/NCOR) working group should incorporate FCC policies and make reference to appropriate FCC regulations as appropriate. Darrin Lewis will review any documents to ensure consistency with regulations and NCOR’s general understanding of frequencies for mutual aid.

2. Development of Interoperability Boilerplates

The NWIN Operational Workgroup has drafted Standard Operating Procedures (SOP) that they are in process of reviewing. Tom Schwarten reported that the SOP’s being developed are meant as guidelines

for use of the Nebraska Wireless Interoperable Network that can be incorporated and added onto by state agencies operating on NWIN. Denise Bulling has circulated a draft template of a Memorandum of Understanding (MOU) for use between Regions or Counties and state agencies operating on NWIN. She indicated that the recent release of template suites by the Department of Homeland Security needs to be reviewed and recommendations incorporated in the initial draft that is circulating.

No action was required on this agenda item at this time. The Nebraska MOU template (when ready) will be forwarded to the NWIN Administrative Workgroup for review. It is anticipated that drafts of the SOP's and MOU will be ready for action at the end of September.

3. MOU between NEMA and NCOR

- a. NEMA has awarded NCOR a portion of the IECGP grant for 2009. In doing so, this money has been earmarked by the state for the work the Public Policy Center (PPC) does on behalf of the PET Regions and the state of Nebraska. NEMA has awarded that money to NCOR with a request that NCOR consider allowing the state of the Nebraska to continue its contract with Public Policy Center. The amount of the regional allocation of the IECGP grant is approximately \$261k. The investment justification this grant is posted on the Nebraska Emergency Management Agency website and reflects a continuation of activities related to ongoing development of governance structures and ongoing planning assistance with support from the University of Nebraska PPC.
 - i. A motion was made by Pat Foust and seconded by Tim Hofbauer to MOU the funds back to the state of Nebraska to contract with the PPC for attainment of the investment justification. All members present voted yes.

Information and reports

1. NEMA – Al Berndt

NEMA has hired two employees (Rod Hutt and Steve Cass) to provide technical support to the PET Regions related to the upcoming opportunity for Regions to identify connection points to the Nebraska Wireless Network as part of the request for proposals being administered by the Office of the Chief Information Officer (OCIO). The employees will both start Monday, August 31. Mr. Hutt and Mr. Cass may serve as the regions' technical advocates in the RFP process.

The 2009 HSGP grant allocations are expected to be released to the regions in the next 30 days. This year the state responded to a request to show an optional cost match with hopes it would qualify us for additional funding. However, no additional award was granted yet the match still appeared on the 2009 award. As part of the 2009 HSGP Grant states are required to spend funds the way it is approved or must submit another investment justification if there is a need to change funding. If a change is requested a cost match must also be presented in the alternative investment justification.

The Kansas City Police Department is offering a COML course, Sept. 23-25, and they only have 9 students registered, so if you are interested, let Bob Eastwood know. The prerequisites are the same as previous courses.

2. PPC – Denise Bulling

Janell Walther and John Ferrone are working on rescheduling a meeting for the group working on this year's Planning Academy. The PPC is working with NEMA to pre-identify expectations for Regions about

how much of the Regional HSGP funds are available for local use and how much is required to meet investment justifications that benefit the entire states.

3. OCIO – Mike Jeffres

The RFP that everyone has been working on for some time is being issued by state purchasing today, August 28.

The process for responding to this RFP is outlined by state purchasing. It includes a Pre-Proposal Conference in Lincoln that is mandatory for all vendors (scheduled September 24-25, 2009). The pre-proposal conference will serve as a forum for vendors to gain a better understanding of regional needs which are intended for inclusion in the RFP. Rod & Steve (new NEMA staff) can help regions prepare information for this meeting. The vendors will be able to ask questions of the regions in order to write their response to the RFP. The vendors are not allowed to contact regions or state agencies after the RFP has gone out. Discussion ensued about the type of information that may be helpful to vendors (i.e., Maps with tower and PSAP locations). Mr. Jeffres requested that NCOR identify regional representatives who could participate in the proposal review process. NCOR will appoint representatives at the next meeting.

4. NCOR representatives to NWIN

NWIN will meet after today's NCOR meeting. Continued progress was noted between the two groups.

5. Joint operational Workgroup – Tom Schwarten

The group is working on draft standard operating procedures (SOP's). These SOPs are general guidelines that address areas such as use of the NWIN during disasters, heavy traffic times and other non-typical events. They will include information consistent with NIMS (i.e., using 'plain speak' or moving away from the 10-codes). A final draft is expected before the next NCOR meeting. The group will be looking at the recently released Homeland Security Template Suites and addressing state to state communication issues in the coming months. Basic SOP's should be ready for testing when the State Patrol Troop Area E (Panhandle) begins using the NWIN.

Discussion items

General NCOR discussion included a consensus that greater participation from the Panhandle Region would be welcomed in design and testing SOP's. Additional discussion included the need to revisit the SOP's drafted by NCOR in 2008 addressing the mutual aid system and its operation. The mutual aid overlay bridges the gap among state, regional and local communication systems. Ensuring NWIN and NCOR SOP's are consistent with other state communication plans remains a priority along with continued build out of the physical infrastructure needed to facilitate interoperable communications statewide.

1. Status of RFP / Statement of Work

RFP is being put out today. Discussion of this item occurred following the OCIO report.

2. Evaluation procedures RFP/Statement of Work proposals when submitted

Will place as an action item on next months agenda

3. Technical consultant(s) to Regions and evaluation of proposals

Discussion of this item occurred following the NEMA report

4. OCIO User Fees

NCOR members expressed concern that costs for using pieces of the NWIN have not yet been identified. It is understood that the OCIO is a cost recovery organization, but lack of information about costs for connecting to the network causes concern for local sustainability of interoperable communication capabilities. Jayne Scofield reported that this cost discussion is occurring in the NWIN administrative group. She acknowledged that some costs may be passed on to local areas and that there is not currently a local representative on that committee. She noted there is also no structure in place yet for bringing additional state agencies into the network but that is something this workgroup will be addressing. The NCOR discussion included a recognition that a discussion about sustainability needs to occur that results in a memorandum of understanding template addressing costs.

Member Comments

1. Tim Hofbauer: Interop Solutions has started installing the Paraclete software in the East Central Region. Three sites have completed installation (Columbus, Dodge Co, and Saunders Co.) and are looking forward to testing it out.
2. Jim Gerweck: Mr. Gerweck attended a class sponsored by vendors which addressed what's new in microwave systems and what the future holds in that area. He noted that this type of educational event was helpful in visioning future communication needs.
3. The State APCO conference is September 30- October 1, 2009. A panel discussion is on the agenda addressing NCOR and NWIN plans for interoperability late morning on Sept. 30. All NCOR members in attendance are encouraged to attend. Tim Hofbauer, Pete Peterson and Jim Gerweck will be attending on behalf of NCOR.

Public Comments

1. Justus Decher: Thanked the group for bringing on the NEMA consultants. This will be very helpful to vendors.
2. Peter Rohera: Noted that information helpful to vendors bidding on the RFP could include the following: on location of towers, capacity, size of the pipe, what equipment is interfaced, along with existing interop or radio equipment.

Next Meeting:

Set at the end of the NCOR meeting as Sept. 25, 1 PM (ADDENDUM: The meeting was later re-scheduled for Oct 2)