

Nebraska Wireless Interoperable Network Council (N-WIN)
October 29, 2010, 2:00 PM
Lincoln-Lancaster County Health Department
3140 N Street, Lincoln, NE

Opening comments

1. Roll Call

First	Last	Attendance
Al	Berndt	x
Ted	Blume	x
Mark	Conrey	x
Jim	Gerweck	x
Adam	Matzner	x
Tom	Schwarten	x
Jayne	Scofield	x
Dave	Webb	x
Owen	Yardley	x

2. 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)
3. Review of meeting notes – October 1, 2010.
Dave Webb made a motion to approve the minutes from Oct. 1, 2010. Jayne Scofield seconded the motion; the motion passed by consensus.

Discussion Items

1. Updates of Projects – Matt Schnell

Phase 1: All Phase 1 towers are operational. Coverage tests will not begin by Motorola until work at the Kimball site is complete. Acquisition of land to build the Kimball tower is in progress.

Phase 2: All Phase 2 sites have generators. There are not as many illegal carrier alarms since we have not had many storms. Motorola will work on the problem in the Spring when there are more storms.

Phase 3: Several sites are fully operational. Jones Creek, Hardington, and Cedar Bluffs are not yet.

Phase 4: Staging is complete. Installation at the Kearney backup master site will begin 11/15 and should be operational and ready for testing by 12/15. Motorola will be coming out in two weeks to review progress and the schedule.

NCOR / Mutual Aid – Mark Conrey & Jim Gerweck, NCOR

The original plan to overlay VHF/UHF across the state for mutual aid is not achievable as proposed. Many of the towers are not capable of accommodating the antennas and base stations and there are frequency problems. The new

approach is for each PET Region to meet with stakeholders (all users of radio systems) to identify the gaps and develop solutions to ensure responders who need to communicate on a daily basis and emergency basis are able to talk to each other. Solutions may be unique to each area. There also needs to be sufficient analysis and preparation to make Paraclete to work properly.

2. Documents – Owen Yardley, Chair

Phase Checklists: The Phase Checklists are available online at GoogleDocs. The checklists will be posted on the website so others who are interested can track progress. Janell Walther, PPC will send out the member password again and verify that the checklists are up to date.

Procedures for Users: The Users Group made recommendations for additional changes. The definition of the N-WIN Council was added. Much of the mutual aid section was based on original work by NCOR. There was discussion about Section 11.3 and whether, as written, it would limit current agreements. There was also discussion about whether local agencies would need separate agreements with each state agency to share frequencies or whether there could be one blanket agreement with all state agencies. There was agreement that N-WIN should be hyphenated in the Standard Operating Procedures (SOPs), since that is the format in the Executive Order.

Procedures for N-WIN Council: The revised procedures will be sent out to N-WIN Council members who will review the procedures and return suggested changes by Wednesday, November 10th.

3. Communications Plan

No update at this time.

Action Items

1. Approval of State Radio System SOPs from the users group – Owen Yardley, Chair

Ted Blume made a motion to insert “SRS trunked” after the word “Designated” in section 11.3 of the SRS SOPs and to approve the SOPs as amended. Dave Webb seconded the motion. The motion passed by consensus.

2. Approval of TICP flowchart for governance, responsibilities, and interoperability – Owen Yardley, Chair

The flowchart was developed depict a standard governance structure at the state level that could be referred to in Tactical Interoperable Communications Plans for the Regions and the State. The flowchart is designed to clarify the roles of the N-WIN Council, NCOR, and other agencies, and to clarify the components of the N-WIN system. The duties listed for the N-WIN Council and NCOR are summaries from the Executive Orders. There was discussion about getting feedback on the flowchart and to include “Draft” as a watermark. Ted Blume made a motion to mark the flowchart with “Draft” and seek input on the draft. Al Berndt seconded the motion. The motion passed by consensus.

Information/Reports

1. Office of the Chief Information Officer – Jayne Scofield, OCIO & Dave Webb, NPPD

The OCIO, NPPD and others have been discussing the funding model, and anticipates completing an analysis of costs next week. Feedback on the proposed cost model will be solicited in the near future.

2. Nebraska Emergency Management Agency – Al Berndt
NEMA and Interop Solutions have been working over the last six weeks on systematizing Paraclete training. Sue Krogman is now the NEMA contact for Interop Solutions regarding the training. NEMA has also been working with CSI on the tower project, currently focusing on North Central and the Panhandle.
3. University of Nebraska Public Policy Center – Mark DeKraai and Denise Bulling
Tools were developed for NCOR to assist with identifying agencies that need to share frequencies on Paraclete(Template for Memoranda of Understanding and a flowchart.)
t The PPC will be working with NCOR to provide information for public officials on sustainability. The PPC will be facilitating a meeting of NCOR next week to address these and other issues.
4. NPPD – Dave Webb
No additional update.
5. NCOR representatives– Jim Gerweck
A facilitated meeting will be held Nov. 4-5, 2010 in Kearney, NE to review Mutual Aid SOPs and sustainability.

Comments

1. Member comments
No comments
2. Public comments
No comments

Next Meeting

December 3, 2010, in Scottsbluff Nebraska. The meeting will be an all day event. Individuals from Wyoming will present in the morning. The N-WIN meeting will be held in the afternoon. Al Berndt, NEMA and Dave Webb, NPPD will work on transportation arrangements.