

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**  
**September 7, 2017 Meeting Minutes**

Place: Woolfolk Building – DFA, Room 145, 501 North West Street Jackson, MS

<b>Commission Members Present:</b>	
MS Department of Public Safety	Magee, Ken (Chairman)
MS Emergency Management Agency	Smithson, Lee (Vice-Chairman)
MS Department of Wildlife Fisheries and Parks	Skipworth, Curtis
MS Association of Supervisors	Gray, Steve
MS Department of Transportation	Huff, Willie
MS Department of Information Technology Services	Johnson, David
MS Association of Fire Chiefs	Lariviere, Tom
MS Highway Safety Patrol	Loper, Don
MS Department of Corrections	McAfee, Audrey
MS Department of Environmental Quality	Sanders, Chris
MS Department of Health	Vaughn, Wayne
MS Police Chiefs	Waggener, Perry
<b>Advisory Members Present:</b>	
House Public Utilities Committee	Beckett, Representative Jim
Senate Energy Committee	Harkins, Senator Josh
House Public Utilities Committee	Steverson, Representative Jody

Chairman Ken Magee called the meeting to order at 1:30 PM and welcomed everyone. Chairman Magee recognized the presence of Senator Josh Harkins, Representative Jim Beckett, and Representative Jody Steverson. Chairman Magee then called for the review of the August 3, 2017 meeting minutes. Chairman Magee entertained a motion to approve the August 3, 2017 minutes, as they were transmitted. Mr. Perry Waggener made a motion to approve the minutes, seconded by Mr. Steve Gray, and the motion carried with none opposed.

Ms. Vicki Helfrich provided the MSWIN Project Update for August 2017. She reported information on MOUs executed, radios loaned out, and activities the WCC staff participated in during the month. Ms. Helfrich also provided information on the number of current MSWIN users, number of users projected for the 3rd Quarter, top ten (10) state agencies by system use, and top ten (10) local/other agencies by system use.

Mr. Bill Buffington provided an update on the MSWIN build-out status. Mr. Buffington reported that construction has begun at one of the Camp Shelby sites. We have finalized the EHP and the preliminary Site Candidate Information Package (SCIP) package for the Oxford site and we will be able to utilize an existing water tank for this site location. At the Parchman site, the Environmental and Historical Preservation (EHP) due diligence is complete and Staff is awaiting tribal clearance. The EHP package will be submitted to FEMA soon. Ms. Helfrich asked for any questions.

Ms. Helfrich then provided an update on the contract status. Ms. Helfrich reported all contracts are finalized for FY18. Staff has no newly executed contract changes to report.

Ms. Helfrich then gave an update on Hurricane preparation. Staff has topped off all propane tanks in Zone 1. Zone 2 and Zone 3 propane tanks are at around 81% capacity. Ms. Helfrich then noted that there were 10 tower light repairs and 12 generator repairs completed during the month of August 2017. Mr. Obie Hosey has helped in conducting site visits. There are approximately 50 site locations needing additional grounds work.

Ms. Helfrich also gave an update to the FY18 Budget. Staff has given an unofficial deficit number with plans on submitting a letter for \$2.38 million dollars. Ms. Helfrich asked for any questions.

Chairman Magee called for the report of the Procurement Review Committee. Chairman Perry Waggener reported one (1) amended procurement request was brought before the Committee via a teleconference call on August 23, 2017 from the University of Mississippi Police Department in the total approved amount of \$242,368.18 for the purchase of two (2) dispatch consoles, forty-seven (47) portable radios. This is an increase of five (5) radios, an interoperability switch and dispatch furniture from the original procurement request. Chairman Waggener then noted that this request was approved with caveats: 1) use of the patching equipment (interoperability switch, etc.) is allowed on game day only as the WCC does not allow permanent

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patches on MSWIN; 2) the APX1000 portable radios are not capable to be programmed with the AES encryption and ADP encryption is not allowed on the MSWIN system. Chairman Waggener then noted that the Local Procurement Review Committee unanimously approved the request and required no further action from the full Commission.

Chairman Magee called for the report of the Governance/Interoperability Committee. Chief Willie Huff had nothing to report.

Chairman Magee called for the report of the FirstNet RFP Committee. Chairman Magee reported submitting comments on the Initial State Plan on August 4, 2017. FirstNet is still on schedule to submit the Final State Plan to be released to the Governor mid to late September 2017. ITS released RFP 4023 on August 22, 2017 for a statewide wireless broadband system, which includes the LTE RAN and the state core that will be fully interoperable with FirstNet. Chairman Magee noted the following deadlines: September 5, 2017 vendors questions were due, the deadline for questions to be answered will be on September 13, 2017, and open proposals will be October 3, 2017. The FirstNet RFP Committee will then review these proposals during the month of October 2017 and to hopefully submit a recommendation to the Full Commission at the WCC November 2, 2017 monthly meeting. Everyone's attendance will be necessary.

Chairman Magee called for approval of expenditures. Mr. David Johnson reported the FY17 financial update for FY 2017. Total operating expenditures (General Fund and Capital Fund) for the month of August 2017 was \$373,252.09 bringing total FY17 expenses to \$10.1 million dollars. Of the August expenses, \$357,701.50 of General Fund money and \$15,550.59 of Capital Fund (deficit) money was primarily for maintenance expenses and a vehicle was purchased in FY17. The Capital Fund (deficit) expenses for FY17 totaled \$1,295,149.59 leaving a balance of \$131,513.41 forwarded to FY18. The current months grant activity included \$558,000 in MICG expenditures related to work for the Camp Shelby sites. BTOP payments totaling \$650,000 were expended primarily for GTR equipment deployment. Contract worker payroll expenses were moved to the appropriate grant funds.

Mr. Johnson then reported the FY18 financial update. The new fiscal year started with a beginning balance in the General Fund in the amount of \$7.8 million, of which \$544,732.58 was expended for August operating expenses. MICG program income totaling \$404.20 was collected for program income in the use of the MSWIN System. Chairman Magee asked for any questions on the expenditures for the month. Chairman Magee called for a motion to approve the monthly expenditures and budget year. Mr. Wayne Vaughn made a motion to approve the monthly expenditures, the motion was seconded by Mr. Steve Gray, and the motion carried with none opposed.

Chairman Magee asked for other business. Vice-Chairman Smithson then announced that MS Department of Emergency Management Agency (MEMA) has rolled out a new mobile app for weather data throughout the nation. One feature, a weather map, is interfaced with GIS mapping for open shelter information, locations of police and fire stations, as well as a preparedness kit as well as social media links and videos, open to the public.

Chairman Magee asked for any other business. Mr. John McLain from the Department of Homeland Security then commented that Congress will be launching a national capabilities baseline assessment to establish a baseline of the communications abilities within the nation. This information is gathered to create demographic programs and reassess current programs. This assessment is conducted every five (5) years. DHS is looking to collect contact information from different agencies and public safety entities when the twenty (20) minute survey is launched. In September or October 2017, you may begin to see the survey advertised in different publications.

With no other business to discuss, the Chairman announced that the next meeting will be on Thursday, October 5, 2017, 1:30 PM, in Room 145 of the Woolfolk Building at 501 North West Street, Jackson, MS. The Chairman entertained a motion to adjourn. Chief Huff made a motion to adjourn, seconded by Mr. Wayne Vaughn, and the motion carried with none opposed. The meeting adjourned at approximately 1:49 PM.