

MISSISSIPPI WIRELESS COMMUNICATION COMMISSION

May 3, 2018 Meeting Minutes

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

<b>Commission Members Present:</b>	
MS Department of Public Safety	Magee, Ken (Chairman)
MS Department of Emergency Management	Smithson, Lee (Vice-Chairman)
MS Department of Wildlife, Fisheries & Parks	Skipworth, Curtis
MS National Guard	Causey, Lt. Col. Ray
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 Association of Police Chiefs	Waggener, Perry
<b>Advisory Members Present:</b>	
House Public Utilities Committee	Beckett, Representative Jim
Senate Appropriations Committee	Burton, Senator Terry
House of Representatives Public Utilities Committee	Steverson, Representative Jody

Chairman Ken Magee called the meeting to order at 1:30 PM and welcomed everyone. Chairman Magee called for the review of the April 5, 2018 minutes. With no changes noted, Mr. Perry Waggener made a motion to approve the minutes, seconded by Mr. Don Loper, and the motion carried with none opposed.

Ms. Vicki Helfrich provided the MSWIN Project Update for April 2018. She reported information on MOUs executed, special event talk groups assigned, radios loaned out, and activities of the WCC staff participated in during the month. Ms. Helfrich also provided information on the number of current MSWIN users, number of users for April 2018, top ten (10) state agencies by system use, and top ten (10) local/other agencies by system use.

Ms. Helfrich then provided an update on the MSWIN build-out status. Ms. Helfrich reported that the Camp Shelby sites have received all equipment and are currently being optimized. Sites should be fully operational following acceptance testing by August. The Parchman site is currently undergoing the FEMA public notice process which takes about 30 days. Once a FONSI is received, tower construction will begin. The building was delivered to the Oxford site last month, electricity was installed and awaiting microwave installation with a completion expected in about two (2) months. Staff continues to work with Madison County on their coverage and locate a site for the next tower build.

Ms. Helfrich then gave an update on the contract status. The Butler Snow contract as well as two (2) annual Contract Workers are in the process of being renewed. Ms. Helfrich then noted that it is also time for SpectraSite Communications Tower Leases to begin renewing.

Chairman Magee called for the report of the Procurement Committee. Chairman Perry Waggener reported that there were two (2) procurement requests brought before the Procurement Committee, the first request from the City of Batesville Police and Fire Departments in the amount of \$616,845.80 for forty (40) APX 6000XEs, forty (40) APX 6000s, six (6) APX 8000s, thirty-one (31) APX 4500s, and four (4) APX 4500s, in which pricing includes programming and installation, dispatch consoles, a PTP 820 18 GHz microwave link with installation, configuration and testing. Chairman Perry Waggener then made a motion from the

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Committee for Full Commission approval. Mr. Tom Lariviere seconded the motion to approve the procurement request from City of Batesville, with none opposed. Chairman Perry Waggener then reported a second procurement request from Itawamba County in the amount of \$217,678.96 for one hundred thirteen (113) APX 900s, ten (10) APX 1500s, and two (2) APX 1500 control stations. The Committee approved this request with no further action as this request did not meet the financial threshold for Full Commission approval. Chairman Magee asked for any questions.

Chairman Magee called for the report of the Governance/Interoperability Committee. Chief Huff did not have a report. Chief Huff then informed the Commission that today is the Chairman's last meeting with the WCC and offered his appreciation to Chairman Magee for his service and tenure to the Commission.

Chairman Magee called for approval of expenditures. Mr. David Johnson reported the FY18 financial update through April 30, 2018. In General Funds, the current month's operating expenses totaled \$332,000 leaving a fund balance of \$1.8 million. The column for FY18 deficit carryover was added, as the deficit was signed by the Governor this past month in the amount of \$2.384 million. Mr. Johnson stated a request has been submitted with hopes to receive in May and begin to pay the maintenance costs with those funds. No Grant Funds were expended during the current month. \$39,000 was received in MICG program income for the month. BTOP Grant had a small expenditure payment of \$357 during the month. Mr. Johnson also noted that one of the tower leases came in the latter part of the month and will be reflected on the next monthly report. Chairman Magee called for any discussion. With no further discussion, Mr. Wayne Vaughn made a motion to approve the monthly expenditures, the motion was seconded by Mr. Loper, and the motion carried with none opposed.

Chairman Magee then moved to Other Business on the agenda. Chairman Magee brought before the Commission a matter of the Personnel Committee for the salary increase of the WCC Executive Officer. The Personnel Committee recommends an increase in compensation of 10% to award new hire flex in the amount of \$10,825.00 to Ms. Helfrich bringing her total annual compensation to \$119,075.00. Chairman Magee then entertained a motion to approve the Personnel Committee's unanimous approval for a salary increase with an effective date of June 1, 2018. Mr. Lariviere made a motion to approve the recommendation, seconded by Mr. Wayne Vaughn with none opposed.

Chairman Magee then moved to the second item of Other Business on the agenda, the nomination and election of a new Vice-Chairman of the Commission. Mr. Lariviere then nominated Chief Willie Huff for the office of Vice-Chairman of the Commission. Chairman Magee acknowledged the nomination and asked if there were any other nominations. Lt. Col. Ray Causey made a motion to close nominations for Vice-Chairman, with none opposed. Chairman Magee then announced with a unanimous vote, the new Vice-Chairman for the Commission is Chief Willie Huff. Chairman Magee then thanked the members of the Commission and gave his appreciation during his tenure while serving the WCC.

With no further business to discuss, the Chairman made a motion for unanimous consent to move the regularly scheduled WCC monthly meeting date from the first Thursday, June 7, 2018 to the second Thursday, June 14, 2018 and to take place in the Commission Conference Room of the MDWFP Building at 1505 Eastover Drive, Jackson, MS at the regular time being 1:30 PM. Mr. Vaughn seconded the Chairman's motion. With no objection to the motion, the motion was adopted by unanimous consent. Chairman Magee specified how to communicate the meeting date change to the public. The Chairman entertained a motion to adjourn. Mr. Chris Sanders made a motion to adjourn, seconded by Chief Huff and the motion carried with none opposed. The meeting adjourned at approximately 1:58 PM.