

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**

September 13, 2018 Meeting Minutes

Place: Commission Conference Room, 1505 Eastover Drive, Jackson, MS

<b>Commission Members Present:</b>	
MS Department of Transportation	Huff, Willie (Chairman)
MS Department of Wildlife Fisheries and Parks	Bolden, Michael (Vice-Chairman)
MS National Guard	Causey, Lt. Col. Ray
MS Department of Public Safety	Davis, Mandy
MS Municipal League	Girod, Arty
MS Association of Supervisors	Gray, Steve
MS Department of Information Technology Services	Johnson, David
MS Sheriff's Association	Johnson, Randy
MS Association of Fire Chiefs	Lariviere, Tom
MS Highway Safety Patrol	Loper, Don
MS Department of Emergency Management	Michel, Greg
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

Chairman Willie Huff called the meeting to order at 1:30 PM and welcomed everyone. Chairman Huff called for the review of the August 2, 2018 minutes. Mr. Don Loper made a motion to approve the minutes, seconded by Mr. Greg Michel, and the motion carried with none opposed.

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

Mr. Bill Buffington then provided an update on the MSWIN build-out status. Mr. Buffington reported that the punchlist items at the Camp Shelby sites have been completed. The Oxford Site is in test mode awaiting microwave integration. Staff is continuing to work with Madison County on concurrence for a county owned site location. Installation is scheduled to begin soon on the Parchman Tower Site.

Ms. Helfrich then gave an update on the contract status. Ms. Helfrich noted SpectraSite tower leases are in process of renewing. The MICG Grant expires at the end of 2018 and Staff will be filing for a one (1) year extension before the end of this month.

Chairman Huff called for the report of the Procurement Committee. Chairman Perry Waggener reported that there were two (2) procurement requests to be reviewed for the month. The first procurement request was submitted by Yazoo County in the amount of \$725,901.00 as a reverse auction for radios and console equipment to aid the County Fire Service. Chief Waggener then entered a motion on behalf of the Procurement Committee for Full Commission approval. Mr. Tom Lariviere made a motion to approve the procurement request, seconded by Lt. Col. Ray Causey, and motion carried with none opposed. The second procurement request was submitted by the MS Forestry Commission in the amount of \$399,090.00 for the purchase of Dispatch Console System equipment and a microwave link. Chairman Waggener made a motion on behalf of the Committee to approve the procurement request, seconded by Mr. Michael Bolden, and motion carried with none opposed.

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Chairman Huff called for the report of the Governance/Interoperability Committee. Chairman Huff then discussed pagers that are available for purchase that the WCC is currently testing. Users can utilize these pagers to listen or scan to channels without the need for a radio or programming to the 700/800 MSWIN System. Chairman Huff proposed guidelines be adopted for vendors who market these specific devices for use with the MSWIN system.

Chairman Huff called for approval of expenditures. Mr. David Johnson provided the final FY18 report through August 31<sup>st</sup> and the August FY19 financial report including operating expenses, deficit funding, grant funding, and program income for both years as provided on the WCC Detail of Monthly Expenses and the WCC Activity reports. Chairman Huff called for any discussion. With no further discussion, Mr. Tom Lariviere made a motion to approve the monthly expenditures, seconded by Lt. Col. Ray Causey, and the motion carried with none opposed.

Chairman Huff asked for any Other Business. Ms. Helfrich gave a brief overview of the MSWIN 3429 Contract to the Commission. Ms. Helfrich then presented the request for approval of a Change Order to the MSWIN 3429 Contract with Motorola Solutions, Inc. to include one (1) 500 foot tower installation at the City of Canton along with due diligence services for Canton, two (2) full due diligence services at TBD site locations, two (2) partial due diligence services at TBD site locations, and the addition of database management capabilities to the Genesis System. The total costs for the services included in the Change Order is \$928,075.00. Ms. Helfrich then noted with the Commission's approval, the Change Order will be sent to ITS for final review. Chairman Huff asked if there were any questions. Lt. Col. Ray Causey made a motion to approve the Change Order to MSWIN 3429 for Motorola Solutions, Inc. to perform due diligence services, a 500' tower installation in Canton, and the addition of database management capabilities to the Genesis system in the amount of \$928,075.00, seconded by Mr. Michael Bolden, and the motion carried with none opposed.

Chairman Huff then discussed the proposed membership of a Legislative Liaison Committee. He suggested the membership be comprised of local EMAs, 911, Fire and Police Departments, Sheriff's Offices, and EMS; individuals who have knowledge in emergency management and are familiar with the MSWIN System on a daily basis. It is critical for the membership to be able to represent a local perspective to the members of the Legislature to ensure ongoing funding/appropriations for the WCC and the MSWIN system. Chairman Huff asked for suggestions to be discussed before the next meeting so a decision can be made in October.

Chairman Huff then noted that the Legislative Bylaws Committee Members appointed, Lt. Col. Ray Causey, Mr. Steve Gray, Mr. Perry Waggener, and Mr. Tom Lariviere, are to review the current Bylaws and present their report back to the Full Commission by the October 4, 2018 Meeting.

With no further business to discuss, Chairman Huff announced that the next monthly meeting will be October 4, 2018, 1:30 PM, in Room 145 of the Woolfolk Building at 501 North West Street, Jackson, MS. Chairman Huff entertained a motion to adjourn. Mr. Tom Lariviere made a motion to adjourn, and the motion carried with none opposed. The meeting adjourned at approximately 2:20 PM.