

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**

October 4, 2018 Meeting Minutes

Place: Woolfolk Building, Room 145, 501 North West Street, 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	McCraney, Stephen
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

Chairman Willie Huff called the meeting to order at 1:30 PM and welcomed everyone. Chairman Huff then called for the review of the September 13, 2018 minutes. Mr. Steve Gray 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 September 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 final acceptance is pending at both Camp Shelby sites. The Oxford Site is running on a LTE modem with no performance issues, pending microwave integration to be installed in November. Tower construction is being scheduled for the Parchman Site. Due diligence on the Canton Tower Site in Madison County will begin once ITS completes the final process of the Change Order to the MSWIN 3429 Contract with Motorola Solutions, Inc.

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 December 2018 and Staff has filed for a one (1) year extension and awaiting response within the next 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 Clay County in the amount of \$236,792.31 in order to replace the existing VHF System, and was approved by the Procurement Committee with no further action from the Full Commission. The second procurement request was submitted by the MS National Guard in the amount of \$907,405.52 to be used for support of day-to-day operations and training as well as state-wide emergency response. Chairman Waggener then made a motion on behalf of the Procurement Committee for Full Commission approval, seconded by Mr. Tom Lariviere, and motion carried with none opposed.

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Chairman Huff called for the report of the Governance/Interoperability Committee. Chairman Huff presented a copy of draft proposed guidelines that the Governance/Interoperability Committee met upon, for review and approval by the Full Committee, to be adopted by approved vendors marketing pager devices to be utilized with the MSWIN System which will require Commission approval with the following stipulations: 1) Pager devices must be programmed by end users or vendors for use with the MSWIN System using the same protocols and guidelines that apply to MSWIN radio devices. 2) End users or vendors are required to request authorization from the appropriate agency prior to programming interagency talkgroups for use on pager devices. 3) Any misuse of talkgroups associated with the MSWIN System by end users or vendors will result in the Commission taking action to limit or revoke their ability to program any devices for use with the MSWIN System. Chairman Huff noted that instead of making a Rule Change, vendors will follow guidelines going forward with the same protocol as they have been using with PTT radios on the MSWIN System. Chairman Huff asked for any questions. Chairman Huff then entertained a motion to advise vendors of guidelines. Mr. Perry Waggener made a motion to approve the proposed guidelines for vendors, seconded by Lt. Col. Ray Causey, and the motion carried with none opposed.

Chairman Huff called for the report of the Bylaws Committee. Lt. Col. Ray Causey reported that the Bylaws Committee met and reviewed the current MSWCC Rules and Regulations and provided a copy of the proposed changes that incorporate suggested amendments, in accordance with the Mississippi Administrative Procedures Act, for approval by the Full Committee. Upon further discussion, Mr. David Johnson requested that the motion be tabled for further review of the suggested Mississippi Code changes by ITS with feedback to be submitted by the next monthly meeting. Chairman Huff then requested any feedback or changes should be submitted to the Bylaws Committee within the next two (2) weeks for Full Committee approval at the November 1, 2018 Meeting.

Chairman Huff called for approval of expenditures. Mr. David Johnson provided the current month's FY19 report through September 30<sup>th</sup> and the corrected August FY18 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. Wayne Vaughn made a motion to approve the monthly expenditures, seconded by Mr. Chris Sanders, and the motion carried with none opposed.

Chairman Huff asked for any Other Business. Chairman Huff then provided an updated list of the House of Representatives and Senate Committees, detailing each Chairman, Vice-Chairman and their Members to aid in selecting constituents for WCC Legislative Liaison Committee nominations. Chairman Huff noted there was the suggestion made to select Chief Bingham of the Cleveland Police Department and Sheriff Martin Pace of Warren County in Vicksburg, for representation on the WCC Legislative Liaison Committee. Chairman Huff then noted that any further suggestions should be submitted within the next two (2) weeks for nominations to be held at the November 1, 2018 Meeting.

With no further business to discuss, Chairman Huff announced that the next monthly meeting will be November 1, 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. Gray made a motion to adjourn, seconded by Mr. Wayne Vaughn, and the motion carried with none opposed. The meeting adjourned at approximately 2:05 PM.