

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**

**June 11, 2015 Meeting Minutes**

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

<b>Commission Members Present:</b>	
MS Association of Fire Chiefs	Lariviere, Mr. Tom (Chairman)
MS Department of Homeland Security	Barnes, Mr. Rusty
MS Department of Corrections	Fisher, Commissioner Marshall
MS Association of Supervisors	Gray, Mr. Steve
MS Department of Environmental Quality	Harrell, Mr. Richard
MS Municipal League	Hinton, Mr. Chris
MS Department of Transportation	Huff, Mr. Willie
MS Department of Information Technology	Johnson, Mr. David
MS Sheriffs Association	Rushing, Sheriff Steve
MS Highway Patrol	Smith, Mr. Timothy
MS Association of Police Chiefs	Waggener, Chief Perry
MS Emergency Management Agency	Wilson, Mr. Richard
<b>Advisory Board Members Present:</b>	Bounds, Representative C. Scott
	Beckett, Representative Jim

Chairman Tom Lariviere called the meeting to order and entertained a motion to approve the minutes from the May 7, 2015, meeting, as they were transmitted. Chief Perry Waggener made a motion to approve the minutes and it was seconded by Mr. Timothy Smith. The motion carried with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for May 2015. She provided information on the number of MOUs executed, radios loaned out to various entities, and talk groups issued for several special events: Thunder on the Water at Grenada Lake, BB King's Funeral Weekend, and funeral processions for the Hattiesburg officers that were recently killed in the line of duty. Ms. Helfrich outlined MSWIN User and Network activity, Zone usage broken down by talkgroups, and Airtime and PTTs per hour. Additionally, Ms. Helfrich noted that generator inspections for Zones 1 and 2 have been completed and the spring/summer maintenance services have commenced for generators, HVAC, and grounds in all three zones. Ms. Helfrich also reported that a generator was replaced in Covington County.

Mr. Bill Buffington gave an update on build-out reporting the WCC submissions to FEMA are being reviewed and are scheduled to be complete by June 12, 2015. Mr. Buffington also reported that road improvements are being made in northeast Mississippi. Surveys and legal descriptions were completed recently and the site easements will be finalized during the next few months.

Ms. Helfrich gave an update on contract status reporting the contract status report now shows contract amounts, per Senator Burton's request at the last meeting. Buford Goff and Associates contract will be extended for one more year and that extension is in process. Towers of Mississippi

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It's scope was extended to enable the company to perform due diligence for the new tower site co-locations and we need to extend the contract to allow time to complete this project. SBA Towers lease agreements have not been finalized yet. As it stands, ITS has provided the information to them, but has not received signed documentation back from SBA at this time. MCG request for extension was requested through MOHS. Per MOHS, this grant extension should not be a problem, however, we have not received final notification. MS. Helfrich noted that the BTOP grant is still in close-out. The Governor's office sent NTIA two letters in October 2014, requesting authority to retain all non-LTE equipment and requesting disposition instructions for the LTE equipment. NTIA replied to these requests on May 13, 2015. NTIA has stated that the state can retain all of our non-LTE equipment (all microwave equipment) and grant funds may be used for any cost associated with the deconstruction of the LTE network. The Governor's office has forwarded a quote from Motorola for the deconstruction of the LTE network requesting written approval that the state will be reimbursed for these costs. We have explained to NTIA that we need the letter before we can move forward with the execution of a contract amendment to extend the scope of the current Motorola contract to enable them to deconstruct the network. The cost to deconstruct the LTE network is approximately \$800,000.00. Also, since the last meeting, we received word from NTIA that any state disposition rules take precedence over federal disposition rules. We have had a conversation with surplus property in order to understand how the process works and they have an indoor/outdoor warehouse available for all the equipment that we are taking off the towers. As soon we get the letter from NTIA, we will execute a contract amendment authorizing Motorola to deconstruct the network. The grant ends September 30, 2015, so all work associated with the deconstruction has to be finalized by then in order for the state to be reimbursed for these services. Motorola has 3-4 crews ready to proceed as soon as the contract amendment is finalized.

Ms. Helfrich gave an update on the end of fiscal year funds available. The WCC is working diligently to get all the repairs and maintenance in place by the end of June. Ms. Helfrich also gave an update on the rule change reporting it was filed on May 28, 2015, and is currently in the 25-calendar day comment period that began on May 29, 2015. If no comments are received during the comment period, it ends on June 22, 2015. The final rule will be submitted on June 23, 2015, and the count for the 30 day calendar days begins on June 24, 2015. If there are no issues, the rule will be adopted by July 23, 2015.

Chairman Lariviere called for the report from the Procurement Review Committee. Mr. Waggoner reported that four requests were reviewed and all were approved by the Committee. First was a Request for Exception to the Master Cellular Agreement from the Department of Revenue for the purchase of Lenovo ThinkPad's at a cost of \$163,806.75. The Department of Revenue has federal information in their system that is accessed remotely by their auditors and revenue officers in the field to increase efficiency and CSpire does not offer the same service for these devices. Mr. Waggoner made a motion for Commission approval. Mr. Rusty Barnes seconded the motion and the motion carried with none opposed.

The second request was from Hancock County E911 for a \$2.2 million dollar upgrade of their system that is reaching end of life. Hancock County has been working with Ms. Helfrich and Mr. Buffington on joining the MSWIN system. Mr. Waggoner made a motion for Commission approval. Mr. Steve Gray seconded the motion and the motion carried with none opposed. The third request was from Hinds County for an \$8.7 million dollar project. Hinds County has been in the design process for a project to purchase equipment to join MSWIN. Mr. Waggoner made a motion for Commission approval. Mr. Rusty Barnes seconded the motion and the motion carried with none opposed. The

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fourth and final request was from the WCC for the purchase of ninety-five radios at a cost of \$238,265.00 to add to the cache radio inventory. The WCC is required to keep radios on hand to provide assistance to users and also have them ready during any type of disaster. Mr. Waggener made a motion for Commission approval. Mr. Timothy Smith seconded the motion and the motion carried with none opposed.

The Chairman called for the report of the Governance and Interoperability Committee. Mr. Huff had nothing to report, but noted that it is great to see agencies coming on to the MSWIN system to have benefit from the communication infrastructure the state has constructed to benefit all citizens of the state.

Mr. David Johnson gave the update on the approval of expenditures reporting expenses for the month of June 2015 were \$600k, which is typical. The remaining operating funds for the last part of FY15 is \$2.3 million. Expenditures for grant funds this month were \$421k, which was a milestone and sub-grant payments related to radios and Change Order #10 expenses. The monthly expenses were typical operating expenses. Chairman Lariviere took a motion to approve the expenditures. Mr. Willie Huff made the motion to approve the expenditures. Mr. Chris Hinton seconded the motion. The motion carried with none opposed.

Chairman Lariviere welcomed Mr. Richard Wilson to the Commission as MEMA's new designee and thanked him for his participation.

Chairman Lariviere called for any other business.

Mr. Willie Huff made a motion to go into closed session to determine whether or not to go into executive session. Commissioner Marshall Fisher seconded the motion. The motion carried with none opposed. All visitors/guests were asked to leave the room. Chairman Lariviere asked Mr. Huff to explain the subject matter of his motion to go into closed session. After some discussion, Chairman Lariviere took a motion to go into executive session. Mr. Willie Huff made a motion to go into executive session. Mr. Rusty Barnes seconded the motion. All visitors/guests that had been present were notified that the Commission had voted to go into executive session to conduct a strategy session with respect to possible litigation and that an open meeting would have a detrimental effect on the litigating position of the public body. An executive session was conducted. Upon conclusion of the discussion, Chairman Lariviere took a motion to come out of the executive session. Mr. Willie Huff made a motion to close the executive session and resume the open meeting. Mr. Richard Wilson seconded the motion. Chairman Lariviere reported no votes or action was taken during the executive session.

Chairman Lariviere took a motion to move the next meeting from Thursday, July 2<sup>nd</sup>, 2015, to Thursday, July 9<sup>th</sup>, 2015, due to the July 4<sup>th</sup> holiday. The meeting was moved with none opposed.

The next monthly meeting will be held on July 9<sup>th</sup>, 2015, 1:30 PM, in Room 145 of the Woolfolk Building DFA at 501 North West Street, Jackson, MS.

Chairman Lariviere took a motion to adjourn. Mr. Richard Wilson made the motion to adjourn and it carried with none opposed. The meeting adjourned at approximately 2:45 PM.

