

MISSISSIPPI WIRELESS COMMUNICATION COMMISSION
August 4, 2016 Meeting Minutes
Place: Woolfolk Building – DFA, Room 145, 501 North West Street
Jackson, MS

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| Commission Members Present: | |
| MS Department of Public Safety | Magee, Ken (Chairman) |
| MS Emergency Management Agency | Smithson, Lee (Vice-Chairman) |
| MS National Guard | Causey, Ray |
| MS Association of Supervisors | Gray, Steve |
| MS Department of Transportation | Huff, Willie |
| MS Department of Information Technology Services | Johnson, David |
| MS Department of Corrections | McAfee, Audrey |
| MS Department of Environmental Quality | Sanders, Chris |
| MS Department of Health | Vaughn, Wayne |
| MS Police Chiefs | Waggener, Perry |
| Advisory Board Members Present: | |
| House Public Utilities Committee - Chairman | Beckett, Representative Jim |
| Also Present: | |
| MS Department of Information Technology Services | Conn, Paula |

Chairman Ken Magee called the meeting to order at 1:30 PM and welcomed everyone. He also recognized the presence of Representative Jim Beckett. Chairman Magee then provided time for the review of the minutes from the previous meeting on July 7, 2016, after which he entertained a motion to approve the minutes, as they were transmitted. Mr. Wayne Vaughn made a motion to approve the minutes, seconded by Col. Ray Causey, and passed with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for July 2016. She provided information on MOUs executed, radios loaned out, and special events the WCC staff participated in during the month. Special Event Talk Groups were issued for multi-jurisdictional interoperability to MEMA (MS Emergency Management Agency) for an exercise at Camp Shelby; for a Freedom March in Jackson; for Marches in Lee County in Tupelo, MS; and for Tri-Centennial events in Natchez. Staff attended FEMA Region IV Regional Emergency Communication Coordinators Working Group in Atlanta, GA, and Dent Guynes was selected Co-Chair for the Group. Staff finalized HVAC preventative maintenance. The Motorola system preventative maintenance is in process for Zone 1. Ms. Helfrich also provided information on the number of current users on MSWIN, the number of users projected for the 3rd Quarter, the Top Twenty (20) MSWIN users, and MSWIN Top Ten (10) Talk Groups by airtime.

Mr. Bill Buffington gave an update on the MSWIN build-out status. Mr. Buffington reported that the WCC is still working with the Camp Shelby Sites for upcoming plans on construction. Mr. Buffington recognized the presence of Ms. Lacey Henderson, MS Military Department Planning & Programming. Ms. Henderson will be serving as the new point of contact for the WCC. Staff has also been working with Hinds County during the month in preparation for when Hinds County is ready to transition to MSWIN.

Ms. Helfrich gave an update on the contract status. Ms. Helfrich reported a couple of modifications to contractual services amounts reflecting the FY17 contract amounts for SBA Towers and the land leases. Staff is working on the FY17 Site Maintenance for the system.

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Ms. Helfrich then provided an update on the FY16 financials. Based on what the WCC has expended and encumbered, there will not be any general funds remaining and only \$50,000 to \$60,000 remaining in the WCCs special fund to carry over into FY17.

Chairman Magee called for the report of the Local Procurement Review Committee. Mr. Perry Waggener reported that the committee held a special meeting on July 19, 2016, in consideration of the amended request from Noxubee County to purchase a 4 channel P25 Harris site and 30 P25 TDMA portable radios. The LPR committee approved the request in the amount of \$199,999.88. Noxubee County agreed to add the MSWIN Special Event talk groups to all subscribers to provide for interoperability with the MSWIN Network and agreed to ensure all upgraded or procured subscriber units are 700/800 MHz P25 TDMA capable.

Chairman Magee called for the report of the Governance/Interoperability Committee. Chairman Huff reported several incidents throughout the state over the last month and those different areas have benefited from utilizing the MSWIN System. The MSWIN Network is ever growing with its number of users. This is an exciting benchmark that the WCC should be proud of. Mr. Huff noted that day to day operations do exist on the MSWIN System and use of MSWIN is not limited to use only in emergency operation situations. MSWIN is critical for public safety communications for responders, officials, and support services to have access to and the users should remind the legislature of the benefits of the system since we certainly do not want the system to suffer from lack of maintenance and upgrades that could affect their access. Chairman Magee recognized that there have been many critical incidents and major events across the state and that public entities seek out the MSWIN Network including the use of loaner radios. Growing user numbers demonstrates the importance of this system and the services the WCC provides for the state.

Chairman Magee then gave the report from the Broadband Committee. The Broadband Committee has met over the past few months reviewing the BTOP Grant modification and Ms. Helfrich will cover those details later. Chairman Magee reported the Broadband Committee met with key executives from FirstNet on August 3, 2016, at MEMA. It was the most productive meeting yet, between FirstNet and the WCC, regarding concerns over the FirstNet system along with the FirstNet procurement processes. Ms. Helfrich outlined the discussion stating that FirstNet has received the responses to their RFP and will select a vendor shortly. In March/April of 2017, the Governor will receive a draft State Plan from FirstNet. Mississippi will have approximately 45 days for input and modifications to be made before the final State Plan is presented to the Governor. Once the Governor receives the final State Plan consisting of a FirstNet 5 year build out plan including provided coverage, he will have 90 days to opt in for acceptance or opt out for further state processing. Chairman Magee noted that FirstNet is dedicated to working with the WCC when the draft plan is presented to the state. Chairman Magee asked if there were any further questions. Mr. Huff expressed his concern that the vendors involved may only provide for basic communication needs and the plan, which is designed specifically for the state, may be a one size fits all approach and may not provide sufficient coverage for all areas.

Chairman Magee called for approval of expenditures. Mr. David Johnson provided two reports, FY16 and FY17. For FY16, Mr. Johnson reported the July expenditures totaled \$214,000, leaving a balance of \$525,000. Mr. Johnson explained that the WCC's general fund obligations will expend all of the remaining funds in August. In addition, the Integrated Public Safety Communications Fund, currently showing a balance of \$232,000, is obligated with the exception of about \$50,000 remaining to end FY16. Chairman Magee asked if there were any questions in reviewing the FY16 expenditures as reported. With no further questions, Mr. Johnson moved to FY17 and reported \$515,000 was expended in July from the appropriated \$9,073,007 million dollars leaving a balance of \$8.55 million.

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The FY17 report does not currently show the remaining funds from FY16 in the Integrated Public Communications Fund. That will be reflected in the coming month's report of expenditures. Currently monthly program income of \$392.43 was reported along with the available grant funds. Mr. Johnson noted that this concludes the report of the FY17 expenditures. Ms. Helfrich noted that the approved FY18 Budget Request for \$11,978,013 in general funds was submitted. The budget request included an additional \$250,000 in special fund spending authority. Chairman Magee entertained a motion to approve the monthly expenditures as reported by Mr. Johnson. Mr. Waggener made a motion to approve the expenditures, seconded by Mr. Vaughn, with none opposed.

Chairman Magee asked for the next item on the agenda under Other Business, BTOP Grant Modification Approval. Ms. Helfrich gave an overview on the development of a plan to utilize the remaining grant funds allocated through the Office of the Governor in the amount of approximately \$22 million. The WCC proposal includes providing expanded data capabilities via MSWIN. Currently, the majority of available MSWIN capacity, with the priority on voice (with limited data) is at capacity, and is being used to support the communication needs of approximately 30,000 public safety end users. To accomplish this, we will (1) add dedicated data channels at MSWIN Sites which will allow end users to leverage the benefits of the system by utilizing the data components of the network and (2) add microwave hops to MSWIN spurs which will create loops for more resiliency and provide additional reliability, redundancy, and microwave backbone capacity for data. The majority of grant funds will be allocated for the equipment and services to expand the data capabilities of the MSWIN Network. A small portion of the funds will be allocated to cover administrative costs of this project (legal, engineering fees, audits, etc.) The proposed data expansion will allow first responders to transport mission critical data services including, but not limited to, GPS, Automated Vehicle and Personnel Location, CAD (Computer Aided Dispatch), NCIC queries, and Radio over Internet Protocol. The integration of these data functionalities into one system provides a secure and fully interoperable total communications solution making day-to-day activities and large scale coordination, through the use of both voice and data, possible. Chairman Magee recognized the presence of Dr. Darcy and noted that he has been instrumental in representing the University of Mississippi Medical Center (UMMC) in the BTOP Grant Modifications and working together with the WCC in maximizing grant programs throughout the state. Chairman Magee entertained a motion to approve the proposal. Mr. Vaughn made a motion to approve submitting the BTOP grant modification, seconded by Col. Causey, with none opposed.

Chairman Magee called for the next item to discuss in Other Business, the clarification of the Cellular RFP contract recently approved by ITS following a Special Called Meeting on May 19, 2016, of the WCC. Chairman Magee recognized the presence of Ms. Paula Conn, from ITS, representing Dr. Craig Orgeron to address concerns. The floor was opened for questions regarding the contract. Col. Causey asked in the selection process if the rebidding requires soliciting quotes on the plan in lieu of using the prices that were provided in the RFP. Ms. Conn responded that the intention was the agency would provide the same information to both vendors and to some degree apply pricing as in the contract as there are certain similarities in plans. And, in response, agencies would receive quotes from both vendors and then provide the documentation along with justification as to why the vendor was selected. Mr. Vaughn stated that it was his understanding agencies could choose from the multi-award vendor contract in decision making. Ms. Conn responded that the competitive procurement from the previous contract is dead and that in the current multi award, both vendors have to be given the same opportunity. Ms. Conn stated that ITS never said the contract was going to be on the EPL (Express Products List); with the multi award, the contract eliminates the need for many procurements to meet the need to be under purview by the WCC and then further approval by ITS. The Law says that agencies choose the least cost device and both vendors have the opportunity to provide the service with quotes. Mr. Waggener asked if entire plans should be moved if agencies received partial low quotes from both

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vendors. Ms. Conn stated that both vendors could be used at the same time for different features as long as documentation is provided. Mr. Huff asked why quotes are needed if the pricing is stated in the contract. Ms. Conn replied that agencies should look at the total cost of ownership and that the quotes are in fact needed so that it clearly shows each vendor received a fair opportunity. Mr. Huff asked what to do in case of a vendor quoting \$1 lower than the other. Ms. Conn replied that the pricing is included in the approved contract and should be followed.. The vendors will not be in competition with the other if the procurement falls under this contract. Mr. Huff asked what entails the cost of ownership. Ms. Conn said that the agencies should follow the Instructions for Use and document the reasons why the chosen vendor(s) are being used based on coverage concerns, lower pricing in plans, etc. Mr. Huff expressed concerns that this would cause documentation to be more extensive than before. Ms. Conn replied that documentation is not meant to be more extensive. Mr. Huff asked for more written clarification per the contract and rules to be received from ITS. Ms. Conn advised she would take Mr. Huff's concern with the instructions to the ITS management. Chairman Magee thanked Ms. Conn for coming before the Commission to answer questions.

Chairman Magee asked for further business. With no further business, the Chairman announced that the next meeting will be on Thursday, September 1, 1:30 PM in Room 145 of the Woolfolk Building DFA at 501 North West Street, Jackson, MS.

Chairman Magee also recognized the presence of Mr. Chris Sanders, Commission Member Designee for Mr. Gary Rikard, representing the MS Department of Environmental Quality.

The Chairman asked for a motion to adjourn. Mr. Huff made a motion to adjourn. The motion was seconded by Mr. Vaughn. The motion passed with none opposed. The meeting adjourned at approximately 2:21 PM.