**STATE OF CONNECTICUT**

**Public Safety Interoperability Communications Committee**

**MEETING MINUTES**

**September 21, 2010**

**New England Disaster Training Center (NEDTC)**

**580 North Street, Windsor Locks, CT 06096**

**Welcome & Introductions:**

The meeting was called to order at 1305 hours by Co-Chair Michael Varney. The following individuals were in attendance: Jonathan Best (CT DPH), George Carbonell (PFC), David Coyle (CSP), Robert DiBella (Glastonbury), Jim Farkas (Region 5), Brian Fernandez (ARC), Kerry Flaherty (City of Stamford), Len Guercia (CT Dept of Public Health), John Gustafson (DEMHS), Robert Grega (CSP-HQ), William Hackett (DEMHS), Frank Kiernan (Region 2), Len Lucien (CT Transit), Jeff Merwin (Region 1), Philip Mikan (USCG), Jeff Otto (Region 4), Steven Pappas (Gov Centric), Joseph Soto (EMS Advisory Board), Dan Soule (LCD), Michael Varney (DOIT), Keith Victor (Region 3), and Paul Zito (DPS)

**Public Comment:**

Len Guercia hosted the meeting and welcomed participants to the NEDTC. He gave an overview on the development of the facility and the partnerships among State agencies. He offered to provide a tour of the facility to meeting participants.

**Review of Minutes:** Motion to accept July 20, 2010 meeting minutes; unanimously accepted.

**PSIC Grant Update:**

IJ1 (Mike Varney) – The P25 Controller was the bulk of the investment justification other than the local installation of the switches at the PSAPs to connect into the switch. The local switches will be installed following the installation of the Public Safety Data Network. That is being coordinated by the staff at OSET. As those particular sites get turned up and connected, Paul Zito’s group will follow and connect the GCWs into that so you can connect into the P25. That is the order the process will be conducted.

Mike also reported on the VTOP Grant received by Connecticut being administered by DOIT which will extend the Public Safety Data Network to all Police and Fire Departments which did not receive a connection as a PSAP. Jeff Merwin, Jeff Otto and Robert Dibella asked respectively about connectivity to CMED’s, EOC’s and Remote Transmitters sites. Mike advised that those facilities were not specifically addressed, though if they are co-located with existing nodes they would be able to connect if the use was within the scope of the yet to be developed governance and usage document.

IJ2 & IJ3 (John Gustafson) – All three vendor quotes obtained for the Mobile Communications units specified a vehicle too lare and too expensive to accomplish the goals of the investment. The vendors are being asked to revise their quotes for a smaller vehicle.

Purchase of Strategic Technical Reserve equipment will commence in December or January.

**Sub-Committee Reports:**

1. Technical Workgroup – George Carbonell - Regional EMS meeting scheduled at DOIT in two weeks. Mr. Carbonell also indicated that there was a possibility that the State would lose its 700 MHz frequency allocation if we do not deploy systems using the assigned channels.
2. Training & Exercise Workgroup – Provided in-house CASM training. Continuing to work on the database. Project is not complete but is well on its way.
3. 700 MHz Planning Workgroup – Planning group should start thinking about statewide license currently owned for the State. The application must be filled out to avoid losing it. Per Mike, this issue was discussed at the last Commissioner’s brief and he will follow-up at the next meeting with the Commissioners.
4. 4.9 GHz Workgroup – No report.
5. Field Operations Guide (FOG) Workgroup – No report.
6. RECCWG - The next Regional Emergency Communications Coordination Workgroup meeting is in Maynard, MA next Wednesday.

**Report of Interoperability Usage and Incidents during Previous Months**:

Report submitted to Committee for file – (1) activation; (6) tests.

**Old Business:**

1. Transit Security Grant – Portable Radios are being re-programmed; mass deployment will be made soon; there has been some difficulty with control station deployment. Each PSAP and Communications Center was supposed to be notified about the installation and what was going to occur, but that did not take place. The issue is now being rectified to make sure everyone has an understanding of what is going into their PSAP or Communications Center on the shoreline between New Haven and Greenwich.
2. Interoperable Emergency Communications Grant Program (IECGP) – The grant unit corresponded with all of the regional REPT Chairs and the ESF 2 Chairs on 9/14 regarding the IECGP grants received. There is a concern that no work products have come forth and the funding for ’09 may be in jeopardy. If work that has been assigned cannot be accomplished there may be no interest in providing funds for future work. To date there has been very little movement except in Region 5.
3. ICALL/ITAC Channel Scheme – Paul Zito briefed the committee on the status of this project.

1. Development of NECP Goal 2 Measurement Criteria – An agreement was made as to how it would be measured. Mike Varney gave a presentation at the National Interoperability Coordinators Meeting with regard to CT’s concept. It was completely endorsed although the measurement criteria can’t be approved until the proper forms are available for submission to the states.

**Regional Reports:**

Region 1 (Jeff Merwin) – Provided an update on discussions during meeting held last week, and also discussed that ESF 2 efforts are being coordinated with the UASI Plan. Region 1 is working on developing the governance of the 700 MHz trunked radio system.

Region 2 (Gregg Prevost) – No Report

Region 3 (Keith Victor) – Provided update on discussions during meeting held last week and COML Train the Trainer course completion. Region 3 is developing a plan for the replacement of its regional communications units.

Region 4 (Jeff Otto) – Reported that two individuals from Region 4 had also completed the COML train the trainer program. Technical training on the Region 4, “Telex” interoperability system was held during the third week in October. Mr. Otto also indicated that the completion of the Region 4 “Telex” system was dependent on the ability to use the Public Safety Data Network to connect the various systems.

Region 5 (Jim Farkas) – Region 5 thanked the Committee for providing the CASM training for its personnel. Their TICP Plan is due to be completed in November, and they are working on a gap analysis. The Region 5 VHF project is moving forward and should be submitted for Interoperability review by November.

**New Business:**

1. FCC Broadband Wireless Report – Mike Varney provided an update on Senate Bill 3756. This bill would allocate the 700 MHz “D” Block to Public Safety. It was moved, seconded and voted to recommend that the State support Senate Bill 3756.
2. National Emergency Communications Plan Update – The new plan has been drafted. Currently going through final review at HLS before it can be sent to Congress.
3. Narrow-banding – A working group will be developed for narrow-banding issues. Anyone interested in being a part of the workgroup should e-mail Mike Varney. A meeting will be held with several Commissioners next week on this topic.

**Correspondence:**

None

**Grant Reviews:**

Approved - Region 4-Public Works shared system project; DEMHS-VHF Combiners located on three towers to allow more usage of the state police towers; DEMHS-Portable radio purchase for DDS in Southbury as part of the radiological evacuation program; Region 4 - 46 Go Kits for Region 4 for shelters; and Region 4- ESF-4 radio repeater for command trailer. All are projects that don’t require review by the technical committee as they are single unit purchases, already on contract, and meet the criteria. John Gustafson has the reports if anyone would like to review them.

**Next Meeting:** October 19, 2010 at 1:00 p.m., Location TBD