**STATE OF CONNECTICUT**

**Public Safety Interoperability Communications Committee**

**MEETING MINUTES**

**July 20, 2010**

**Department of Information Technology**

**101 East River Drive, East Hartford, CT 06108**

**Welcome & Introductions:**

The meeting was called to order at 1300 hours by Co-Chair Michael Varney. The following individuals were in attendance: Stephan Brown (DOT/Bradley), George Carbonell (East Hartford), Robert DiBella (Glastonbury), Jim Farkas (Region 5) Sandra Baker (DEMHS), Brian Fernandez (ARC), John Gustafson (DEMHS), John Masciadrelli (OSET), Jeff Merwin (Region 1), Jeff Otto (Region 4), Gregg Prevost (Region 2), Joe Salmeri (DPS), Joseph Soto (EMS Advisory Board), Dan Soule (LCD), Michael Varney (DOIT), Stephen Verbil (OSET), Keith Victor (Region 3), Kris Wohlgemugh (DOIT), Jerry Zarwanski (OSET), Robert Grega (CSP-HQ), Ariel Gorski (CAP), Chris Marvin (CREPC) and Marc Rozyn (NC-CMED)

**Public Comment:**  None

**Review of Minutes:** Motion to accept June 15th meeting minutes; 1st by Keith Victor; 2nd John Warren; unanimously accepted.

**PSIC Grant Update:**

IJ1 (Steve Verbil) – Provided an update on the P-25 Interoperability Switch; mark fiber installation; and lateral installation. Paul Zito is handling the P25 switch. Network completion date is scheduled for April but on most likely to be done in January.

IJ2 & IJ3 (John Gustafson) – Finished meeting with vendors. 3 of the cost estimates received were high. All details and specs went to the workgroup. A vendor will now be selected.

**Sub-Committee Reports:**

1. Technical Workgroup – George Carbonell – Meeting due for scheduling.
2. Training & Exercise Workgroup – No report.
3. 700 MHz Planning Workgroup – No meeting held; Paul Zito will forward NJ’s State Plan for review. NJ is seeking approval on channels they want to use. The workgroup need to review together at the next meeting.
4. 4.9 GHz Workgroup – No report.
5. Field Operations Guide (FOG) Workgroup – More info was collected. Nothing additional to report.

**Report of Interoperability Usage and incidents during previous months**:

2 ITAC activations - 6/13/10 Westport, Wilton and Redding Towers on TAC 4 and patched with FAPERN for a Bike event; 6/26/10 Waterbury PD reported difficulties. ITAC 3 was utilized. 9 tests were conducted; Jeff Merwin reported usage in Region 1 to support Bridgeport Tornado. Enfield had STOCS Box and ITAC Channel for a festival.

**Old Business:**

1. Transit Security Grant – Portable Radios are in for programming; waiting to get more confined list for control stations before deploying assets.
2. Interoperable Emergency Communications Grant Program (IECGP) – Aug 16, 17, 18 CASM Training to be held at DOIT. Name of Registrants being sent to ESF-2 Chairs for review. RSVP & copy Mike Varney so credentials are in place prior to start of class. Regions to submit feedback on how IECGP funds are being used. Next year’s guidance will be issued soon. Not much of a change.
3. ICALL/ITAC Channel Scheme – Keith Victor gave a brief update on the usage of primary/secondary modes for interoperability channels.

1. Development of NECP Goal 2 Measurement Criteria – Mike Varney attended the State Interoperability Coordinators Meeting and briefed the committee on key issues discussed. 47 of 60 UASIs have been evaluated and the remaining will be done by October. A combined report will be completed and sent to congress. Preliminary findings were provided. Final document is due in the fall. A meeting with Region leadership will be needed to collect data on performance & capabilities. Timeframe for Goal 2 measurement anticipate template next 2 to 3 months. Timeline to collect data 6 months of next year – March to October. Currently there is no plan in place for Goal 3 measurement.

**Regional Reports:**

Region 1 (Jeff Merwin) – No meeting last month; budget review conducted with DEMHS; Region had a Goal 1 review for BKM event. The final report will take a month. NIMS & ICS must be up and running.

Region 2 (Gregg Prevost) – No meeting last month; met with DEMHS and CTS on regional project. Currently working on TIC-P; STOCS training scheduled for Middlesex County EMDS.

Region 3 (Keith Victor) – Chris Marvin gave report on Region 3 UASI Interoperability OEC Goal 1 compliance review held in conjunction with the Travelers Open Golf Tournament. Had 5 evaluators; problems with NIMS compliance.

Region 4 (Jeff Otto ) – No report

Region 5 (Jim Farkas) – Hired consultant to do GAP analysis; TIC Plan is almost complete; Project to expand dispatch into Southbury is on a grant cycle; waiting for answers in order to move ahead with project. Provided an update on LCD Torrington Project; finishing up cost projection.

**New Business:**

1. FCC Broad Band Wireless Report (John Gustafson) – NGA weighed in to keep FCC from auctioning D-Block. Plans on hold; FCC ruling on ability of use Amateur Radio operators employed by an agency during exercises and drills.
2. Statewide contracts (multi-year) are in place to buy radio equipment to include bay-stations and repeaters. Contact Kris Wohlgemugh for more information.
3. Project Spreadsheet - Mike Varney reported on the status of the project spreadsheet. Hand-out given to participants.
4. Mike will be establishing an Interoperability List Serv. Will use for interoperability group sharing. Mike Varney will post all information. All asked to subscribe. Send all documents to Mike Varney for distribution.
5. Statewide Interoperability Coordinators Meeting – Mike Varney attended meeting and briefed committee on issues discussed – grants; state for transition & leadership; narrow banding and rebanding. Most states attended. Asst. Secretary of DHS was also in attendance.
6. Steve Verbil briefed on discussions held at the recent Managers of Emergency Communications Centers (MECCA) meeting concerning the development of Incident Dispatch Teams on the line of the team developed in Region 3. Issues as relate to Connecticut credentialing and training. Funds needed for training. John Gustafson suggested that funding may be available through regional Homeland Security Grant Funds allocated by each regions REPT. This concept may also fit in with the current effort to implement Regional Incident Management Teams. Suggested that Mr.Verbil contact MECCA and arrange a meeting with DEMHS.
7. John Gustafson reported on the lack of progress on deliverables required of the 2008 and 2009 IECGP grants. 08 Grant will expire soon and no guarantee of extension. Funds not expended by Regions will be returned to Federal Government.
8. In response to a question John Gustafson gave a brief overview of the Emergency Management Assistance Compact (EMAC) and how it works.

**Correspondence:**

None

**Grant Reviews:**

None

**Next Meeting:** August 24, 2010 at 1:00 p.m., Location TBD

**Adjourn:** Meeting adjourned at 14:39 p.m.