



# State of Louisiana

OFFICE OF THE GOVERNOR

## Statewide Interoperability Executive Committee

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Approved w/corrections 6/27/07

## STATEWIDE INTEROPERABILITY EXECUTIVE COMMITTEE MINUTES

Wednesday, June 13, 2007

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, June 13, 2007, at the Ouachita Parish Fire Training Center, Assembly Room, 1000 New Natchitoches Road, West Monroe, Louisiana. Committee Chair Mr. Rizwan Ahmed called the meeting to order at 10:15 a.m. The roll was called by Captain Ulinda Harper, and a quorum was established.

### Committee Members Present:

Rizwan Ahmed (Chair)

Chief Robert Black

Major Joey Broussard

Joe Drago

Richard Gremillion

Donald Milligan (for S. Wiley-Gremillion)

LTC Robert Morris

Michael Murphy (Sgt)

Gary Peters

Susan Severance

Col. Eric Sivula

Colonel Henry Whitehorn

### Representing Agency:

Division of Administration &

Office of Information Technology

LA Fire Chief's Association

Dept. of Wildlife and Fisheries

Dept. of Transportation and Development

Regional Parish Homeland Security

& Emergency Preparedness Directors

Committee/Region 5 Calcasieu OHSEP

Region 6 Rapides OHSEP

LA National Guard

Region 2 East Baton Rouge OHSEP

Region 8 Ouachita OHSEP

Attorney General's Office/OHSEP

Dept. of Public Safety/Corrections Services

LA State Police

**Guest List**  
**See Appendix A**

**Approval of Minutes – March 14, 2007**

On motion of Col. Henry Whitehorn , seconded by Eric Sivula, the committee voted unanimously to approve the minutes of the March 23, 2007 meeting.

**Report from Motorola**

Representatives from Motorola made a presentation to the committee to address safeguards to prevent unauthorized system access to the statewide radio system. A copy of the presentation (SUBJECT: Preventative Measures for Unauthorized Access to the Statewide Radio System) was given to the committee for record. During the presentation, Mr. Andy Davis provided information for basic protocols for accessing the statewide system and presented the following preventative measures for unauthorized access:

- Motorola System Key
  - Motorola currently uses a system key for its radios to prevent unauthorized programming of its radios.
- Authentication
  - Authentication standards are complete but Motorola does not anticipate implementing authentication software until late 2008.
  - Implementation would involve significant software and infrastructure upgrades.
  - Cost is undetermined due to the fact that the software will be provided by a third party contract.
- Encryption
  - Standards are currently being developed.
  - Encryption requires an encryption key
  - Encryption is not needed to have authentication.

After further discussion, Rex McDonald stressed the importance for Motorola to provide authentication as soon as possible to the deployed radios.

**SIEC Support Staff Update**

CPT Vandra Fields presented information on Communication Assets Mapping and Survey which would require agencies within each parish to complete a detail survey of its communication assets. The presentation was outlined as follows:

- Definition: Web-based tool used to store interoperability communications equipment inventory & current radio communication infrastructure information

- Mapping process: A geo-spatial representation of which agencies can communicate and the means of connectivity
- Security: Secured database accessible only by participating agencies
- Data Collection Method
  - Migration of information from LSP Needs Assessment Survey into CAS
  - Participating agencies

### **Assessment & Technology Sub-Committee**

Chief Robert Black informed the committee of the results of the whiteboard session conducted on June 12, 2007. Chief Black explained that the purpose of the RFC was to get information from vendors that could meet regional needs in order to establish statewide interoperability. However, based upon additional information, the subcommittee agreed that build out of the 700MHz system below the Florida line would better serve the state as the short-term interoperability solution. Chief Black explained the proposal to the committee, outlined as follows:

- Build of the RF coverage along the Florida line with BA-7 funding for current fiscal year
  - Estimate \$2.7 million for regions 2, 3, 4 and 5
  - Recommend tower for Avoyelles Parish
- Check Vermillion coverage and move if necessary.
- Expand coverage of Regions 6, 7 and 8 using funding for ensuing year
- Move surplus 800MHz system radios northward

Colonel Henry Whitehorn explained that the funding in BA-7 was for an IP based solution and recommended getting approval from DOA before spending money in a manner other than its intended use. Chief Black commented that the direction is in line with the goals and objectives provided to the legislature.

On motion made by Dick Gremillion, seconded by Eric Sivula, the Committee agreed to accept the report submitted by Chief Black (see Appendix B) and to defer discussion on the plan until more information is received on the plan's budgetary requirements and the interoperability needs of Regions 6, 7, and 8.

Chief Black emphasized the need for guidance on the use of mutual aid channels and policy for multiple patching to prevent overload.

### **Finance and Funding Sub-Committee**

LTC Robert Morris announced that the plans for SB 274 will not move forward this legislative session, but it will be taken up at the end of the next regular session (March 08). Also, funding for the regional OEP directors is still ongoing.

### **Policies and Procedures Sub-Committee**

Susan Severance received a template from Florida for a Cooperative Endeavor Agreement, and the task is underway.

### **Old Business**

Old business was not discussed.

### **New Business**

The Committee agreed to allow phone interviews of the top five applicants for the (1) Director, (2) two engineers, and (3) administrative coordinator.

The Committee agreed to revise the meeting schedule by conducting only one meeting in July to be held in Lake Charles on July 18, 2007.

### **Special Presentations**

Christina Dayries from LSP presented information on the Public Safety Interoperable Communications (PSIC) Grant Program. Christina Dayries explained the PSIC Grant Program, outlined as follows:

- Awardees: Funding will be awarded through the 56 State and Territory Administrative Agencies (SAA)
- Period of Performance: PSIC grants will be awarded no later than September 30, 2007 and period of performance will end on September 30, 2010

- **Statewide Planning:** Up to 5 percent of the total funds allocated to a State or territory will be available at the time of the award to support the completion of the Statewide Communications Interoperability Plans (Statewide Plan)
- **Technical Assistance:** DHS technical assistance will support grantees with planning and implementation of PSIC awards
- **Technical Review:** Remaining funds (95 percent) will be contingent upon submission, technical review, and approval of a Statewide Plan and Investment Justifications
- **Use of Funds:** Funding can be used for “acquisition of, deployment of, or training on” interoperable communications systems that use or enable use with the 700 MHz frequency band
- **Match:** PSIC includes a statutory requirement of not-less-than 20 percent match

She emphasized that an agency’s grant proposal must show how the funding will be used to interact with the 700 MHz system.

Susan Severance pointed out that DHS grant funding that had been previously decreased has been increased due the lobbying effort of NASIC.

### **Public Comments**

Louisiana State Police was commended for an outstanding job on helping parishes with programming its radios.

### **Adjournment**

There being no further business, the Statewide Interoperable Executive Committee meeting was adjourned by the Chair at 12:00 p.m.

**APPENDIX A  
GUEST LIST  
June 13, 2007**

<u>NAME</u>	<u>AFFILIATION</u>
Dennis Berry	AMR – Monroe
Mike Brame	Region 8 Hospitals
Andy Davis	Motorola
Christina Dayries	LA State Police
James E. DeFreese	State of LA –DOTD
Ray Ezell	Monroe Fire Dept.
Rick Foster	Tensas OHSEP
Martin Hippirbotham	DOTD
J. Hurst	Morehouse Parish
Raj Iyer	Motorola
Bobby L. Lonly	Bienville Parish Fire District 4 & 5
Rex McDonald	LSP
Brant Mitchell	GOHSEP
Bryn Packard	Motorola
Earl J. Pinkney	Madison OEP
Bill Rains	EF Johnson
Peggy Robinson	West Carroll OHSEP
Chris Sasser	West Monroe Police
Joe Seymour	Richland OEP
Teri Smith	Monroe Fire
Joe R. Stewart	GOHSEP
Greg Thompson	OPFD
Cathy Trenkle	NELA
Jerry Waters	West Carroll Sheriff

**APPENDIX B**

June 13, 2007

To: SIEC Members

From: Communications Infrastructure Assessment and Technology Committee

Subject: Committee Report

On June 12, 2007, the Communications Infrastructure Assessment and Technology Committee met in Baton Rouge to discuss the RFC's submitted to the State of Louisiana.

Prior to the meeting, committee members were mailed a CD containing the aforementioned RFC's for their review. The consensus of the committee members present were that the submitted RFC's, while containing some useful information, did not provide or highlight a solution or plan that was consistent with the goals and objectives of the SIEC.

Additional discussions were held concerning the present infrastructure of the 700 MHZ statewide system and the committee reviewed the current coverage map for the state. After discussing and reviewing the current coverage map, the committee realized that the statewide infrastructure is farther along than originally believed.

The committee revisited the equipment/infrastructure request from regions 3 & 5 and discussed similar equipment needs in regions 2 & 4. The committee addressed the possible placement of 800 MHZ infrastructure and related equipment in the northern part of the state as other areas migrate to the 700 MHZ system.

As chair of the Communications Infrastructure Assessment and Technology Committee, I respectfully submit the following recommendations to the SIEC:

1. The SIEC fund the build-out of the current infrastructure west to east and south of the Florida Parishes line, to include regions 2, 3, 4, 5 and Avoyelles Parish in order to address and provide a number of interoperability solutions in short time,
2. The SIEC accept and fund the equipment/infrastructure request from regions 3 & 5 that will assist in providing interoperable communications consistent with the goals and objectives of the SIEC.
3. The SIEC fund a proposal to utilize the current 800 MHZ infrastructure and related equipment currently being used in other areas of the state and move said equipment to the northern part of the state as those users migrate to the 700 MHZ system.
4. The SIEC develop and adopt a statewide policy and procedures plan for patching and use of mutual aid frequencies and to facilitate the implementation of the 700 MHZ statewide system.

Robert "Bobby" Black

Chair, Communications Infrastructure Assessment and Technology Committee