

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**  
**February 4, 2016 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, Tom (Chairman)
MS Department of Public Safety	Magee, Ken
MS Office of Homeland Security	Barnes, Rusty
MS National Guard	Causey, LTC William R.
MS Association of Supervisors	Gray, Steve
MS Department of Environmental Quality	Harrell, Richard
MS Department of Transportation	Huff, Willie
MS Department of Information Technology Services	Johnson, David
MS Sheriff’s Association	McAfee, Audrey
MS Highway Safety Patrol	Smith, Timothy
MS Department of Wildlife, Fisheries, and Parks	Thornhill, Curtis
MS Department of Health	Vaughn, Wayne
MS Association of Police Chiefs	Waggener, Perry
MS Emergency Management Agency	Smithson, Lee
<b>Advisory Board Members Present:</b>	
House Public Utilities Committee – Chairman	Beckett, Jim
House Public Utilities Committee – Vice-Chairman	Steverson, Jody
House Appropriations Committee	Delano, Scott
<b>Also Attending:</b>	
MS Dept. of Information Technology Services Director	Orgeron, Dr. Craig
MS Dept. of Information Technology Services Board	Wicker, Thomas

Chairman Tom Lariviere called the meeting to order at 1:30 PM and welcomed everyone. He also noted the presence of Advisory Board Members, Representatives Jim Beckett, Jody Steverson, and Scott Delano. Also recognized were Dr. Craig Orgeron, Director of ITS and Mr. Tom Wicker, ITS Board member. The Chairman then provided time for the review of the minutes from the previous meeting after which he entertained a motion to approve the minutes from the January 14, 2016 meeting, as they were transmitted. Mr. Wayne Vaughn made a motion to approve the minutes as transmitted, the motion was seconded by Mr. Lee Smithson, and the motion passed with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for January 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 for Mississippi River flooding, the Mississippi Blues Marathon for Medical Section, and MEMA for the Winter Weather Event. Staff developed an ICS 205 Communication Plan for the Winter Weather Event and for the 2016 Governor’s Inauguration (working with multiple agencies). In the past, four or five ICS Communication Plans were developed for the inauguration. This was the first time that the entities all worked together on one common ICS 205 plan and it went very well. Ms. Helfrich noted that staff continued working on the HVAC monitoring project. Ms. Helfrich explained that each MSWIN site has two (2) HVAC units. Initially, only one of those units was being monitored. One of the WCC’s system technicians is in the process of updating the wiring configuration so that the second HVAC unit at each site will also be monitored. This will facilitate quicker resolution of high temperature alarms should they occur. Ms. Helfrich also provided information on the number of current users on MSWIN, the number of users projected for the 2<sup>nd</sup> Quarter, the top twenty (20) MSWIN users, and MSWIN Top ten (10) Talkgroups by Airtime.

Mr. Bill Buffington gave an update on build-out status reporting no movement on the filings as yet. In December, FEMA EHP stated that they did not have the resources to move our project further. Mr. Buffington stated that we have a conversation going with our Congressional delegation in Washington and they agreed

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

to work with FEMA to get Atlanta the resources they need to complete our filings. No projected time was given. Ms. Helfrich noted that due to hold ups on due diligence processing as noted by Mr. Buffington, we will have to make a decision as to whether we need to ask for another MICG grant extension. The grant ends in December 2016.

Chairman Lariviere, at that time, recognized and welcomed Col. Lee Smithson, MEMA Director, to the Commission.

Ms. Helfrich gave an update on contract status. She reported that we are seeking renewal of the Venable contract. This is a legal services contract with Admiral James A. Barnett, with whom we worked with to determine if Public Safety NGOs could utilize our radio system. We did not have to use these services in 2015 and do not anticipate having to use them in 2016. However, we would like to keep them on retainer in case we should have any issues. Ms. Helfrich also noted that we are still in the process of obtaining quotes for generator maintenance. We are planning to have a contract in place by March, so that the initial round for preventive maintenance services for generators will be finalized by June 1 when hurricane season begins.

Chairman Lariviere called for the report of the Procurement Review Committee. Chairman Waggener had no action to report.

Governance/Interoperability Committee Chairman Willie Huff reported that he had nothing to report.

Chairman Lariviere called for the report from the Cellular RFP Committee. Col. Causey reported during the open period, ITS received thirty-one (31) questions from vendors and responses have gone out; that there was a request to extend the open period, which was granted. The vendor responses are now due by February 23, 2016, and the evaluation period will be from February 24, 2016, through March 10, 2016.

Chairman Lariviere called for the report from the Broadband Committee. Mr. Ken Magee stated that the Broadband Committee continues to meet weekly. The Committee is working on Plan B for the BTOP Grant Modification and the Committee is working under an accelerated schedule to allow for submission to our Congressional Delegation as well as, once it is approved by the Broadband Committee, submission to NTIA. The Committee is fortunate to have members of Med-Com and ITS participating in the meetings. Some solutions/ideas being worked on are an LTE Mobile EMS solution, a multi-faceted, multi-disciplined communication center to include any of the state-wide public safety entities around the state and co-locate them at one facility, and to establish reliable connectivity for public safety/medical critical infrastructure around the state. Other ideas on the table are a state-wide AVL solution and a hosted dispatch solution.

Mr. David Johnson gave the update on expenditures for the month of January 2015. Mr. Johnson noted that the Governor announced state-wide budget cuts which did affect the WCC Budget with a 1.5% cut of \$152,496.00 from the General Fund Appropriation. He also noted \$1.2M dollars in expenditures for the month. Expenditures this month included a \$600,000 dollar Motorola LMR maintenance contract expense. He further noted that in January there was a BTOP Grant fund expenditure of \$819,360.00 for the deconstruction of the LTE network. Chairman Lariviere called for a motion to approve the monthly expenditures. Mr. Wayne Vaughn made a motion to approve monthly expenditures, the motion was seconded by Col. Causey, and the motion passed with none opposed.

Chairman Lariviere called for other business. There was none.

The next meeting will be on Thursday, March 3, 2016, 1:30 PM in Room 145 of the Woolfolk Building DFA at 501 North West Street, Jackson, MS.

The Chairman asked for a motion to adjourn. Mr. Steve Gray made a motion to adjourn and the motion passed with none opposed. The meeting adjourned at approximately 1:52 PM.