

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION**

**March 3, 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 Department of Transportation	Huff, Willie
MS Department of Information Technology Services	Johnson, David
MS Sheriff's Association	McAfee, Audrey
MS Association of Sheriffs	Rushing, Steve
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>Also Attending:</b>	
Governor's Office	Ledbetter, Jay

Chairman Tom Lariviere called the March 3, 2016, Meeting to order at 1:30 PM and welcomed everyone. He also noted the presence of Joel Yelverton, a former Commission Member. The Chairman also stated that Chris Hinton will be taking a position outside of the Mississippi Municipal League and a new designee will be named soon. 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 February 4, 2016, Meeting, as they were transmitted. Mr. Perry Waggener made a motion to approve the minutes as transmitted, the motion was seconded by Mr. Wayne Vaughn, and the motion passed with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for February 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 Multiple Severe Weather Events throughout; to MBN for the Funeral of MBN Agent Lee Tartt; and to Clay County, Monroe County, and Montgomery County for testing purposes. WCC Staff developed an ICS 205 Communication Plan for Multiple Severe Weather Events and coordinated with MEMA. Staff also continued grounds preventative maintenance as weather permitted. Ms. Helfrich noted that staff continued work on the HVAC monitoring project, reiterating that wiring the second unit at each MSWIN Site for monitoring purposes will facilitate quicker resolution of high temperature alarms should they occur. WCC Staff also coordinated with Louisiana, Alabama, and Arkansas to develop interoperability communication plans for interstate events. Staff along with the Office of Emergency Communications, under Department of Homeland Security, carried out development of a Train-the-Trainer Program for an "Introduction to Radio Interoperability" class. Staff is also working with Hinds County on a proposal for enhancing coverage in the county and hope to have a proposal ready by the April meeting. Ms. Helfrich also provided information on the number of current users on MSWIN, the number of users projected for the 2nd Quarter, the number of PTTS (significant growth in the past year), the top twenty (20) MSWIN users, and top ten (10) Talk groups by Airtime.

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Mr. Bill Buffington gave an update on build-out status reporting some movement on filings. FEMA has indicated that the Environmental Assessments (EAs) for the Camp Shelby sites have some issues with Section 508 compliancy. Those problems are being resolved and verified. The EAs will then be posted on the FEMA website and public notices can then be posted locally.

Ms. Helfrich gave an update on contract status. She reported that we are seeking renewal of the GS Holdings Contract extension to be decided upon in the latter part of this meeting; also seeking renewal of the Venable contract, 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 working through quotes for generator maintenance. Also, WCC has received notification from Homeland Security to file an extension request on the MICG Grant through December 31, 2017.

Chairman Lariviere called for the report of the Procurement Review Committee. Chairman Waggener reported that one request came before the Committee this month, a request from Oktibbeha County 911 to replace existing antiquated consoles with the new Zetron dispatch consoles. They have some MSWIN capable radios for interoperability and WCC Staff noted that this project will create more interoperability between Mississippi State University's Harris system and MSWIN. The amount of the request is \$166,569.35 and was approved by the Procurement Review Committee. It did not meet the threshold to be brought before the full Commission for approval.

Governance/Interoperability Committee Chairman Willie Huff reported scheduled Interoperability training with the Homeland Security Office, as indicated earlier this meeting by Ms. Helfrich, will have its first session in about 10 days with 9 or 10 people attending. Train the Trainer training is in place to help aid trainers and users to better understand how to use the system utilizing a range of devices in accessing talk groups on channels with the MSWIN system. Mr. Huff urged the Commissioners to get as many people that want to learn to train others involved with this process. Mr. Waggener asked if there was a standard to naming special event channels; Mr. Huff noted that there is, but teaching where that is located on the different types of radios is something that needs to be discussed in training sessions. Mr. Smithson noted there is a need for information on using mutual aid channels during events as laid out in the ICS205, to be included. Chairman Lariviere asked if there is a way to put together a one hour session to be presented to the MS Fire Academy incoming recruits; not to teach them how to use the MSWIN system, but for exposure to it. Mr. Huff noted that is possible and Mr. Smithson offered to have training at MEMA for assistance, and in doing so, will offer exposure to both MSWIN and MEMA.

Chairman Lariviere called for the report from the Cellular RFP Committee. Ms. Helfrich noted that the responses to the Cellular RFP have been received and they are currently under evaluation. There may be a possibility of a special called meeting in April for WCC approval.

Chairman Lariviere called for the report from the Broadband Committee. Mr. Ken Magee stated that the Broadband Committee has prepared an Executive Summary for our Congressional Delegation and NTIA explaining the intentions of use of the remaining BTOP Funds. The proposal includes an enhanced mission critical data communication expansion in MS, a Public Safety Communication and Broadband Medical Complex, and continuation of the Mobile Tele-Assist System (MTAS). The Summary was sent to both the Congressional Delegation and NTIA and we are awaiting response from both as to whether they will allow proceeding further with a more in-depth document, digging deeper into proposed ventures. Ms. Helfrich

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noted that only concepts have been presented and Commission approval would be needed before moving forward.

Mr. David Johnson gave the update on expenditures for the month of February 2016. Mr. Johnson noted approximately \$600 thousand dollars in expenditures for the month. He further stated that there is approximately \$4M remaining in General Fund Appropriations for the rest of the budget year and \$232,000 in Special Funds available for the budget year. He also noted that approximately \$3400 in MICG Program Income for February. 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. Ms. Helfrich recommended renewal of one year on the GS Holdings contract for technical advisory services which was competitively bid back in 2013 and renewable until expiration on April 30, 2019. Mr. Perry Waggener made a motion to approve the GS Holdings contract renewal, the motion was seconded by Mr. Wayne Vaughn, and the motion passed with none opposed.

The next meeting will be on Thursday, April 7, 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. Willie Huff made a motion to adjourn, the motion was seconded by Mr. Lee Smithson, and the motion passed with none opposed. The meeting adjourned at approximately 1:54 PM.