

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION  
May 5, 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 (Vice-Chairman)
MS Office of Homeland Security	Barnes, Rusty
MS Association of Supervisors	Gray, Steve
MS National Guard	Causey, Col. Ray
MS Department of Transportation	Huff, Willie
MS Department of Information Technology Services	Blocker, Michelle
MS Department of Corrections	McAfee, Audrey
MS Highway Safety Patrol	Smith, Timothy
MS Department of Wildlife, Fisheries, and Parks	Thornhill, Curtis
MS Association of Police Chiefs	Waggener, Perry
<b>Advisory Board Members Present:</b>	
House Public Utilities - Chairman	Beckett, Representative Jim

Chairman Tom Lariviere called the meeting to order at 1:30 PM and welcomed everyone. He also recognized Representative Jim Beckett, representatives from Hinds County and visitors attending. Chairman Lariviere then provided time for the review of the minutes from the previous meeting on April 7, 2016, after which he entertained a motion to approve the minutes, as they were transmitted. Mr. Perry Waggener made a motion to approve the minutes, seconded by Mr. Timothy Smith, and passed with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for April 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, US Secret Service/MS Highway Patrol/UMMC/Jackson Police Department/Jackson Fire Department/Hinds Sheriff’s Office for the FLOTUS (First Lady of the United States) visit, MS Task Force Exercise at Camp Shelby, Rankin County manhunt, FBI for the RICO Case in Oxford, Mid-Mississippi Strike Team exercise at the Ross Barnett Reservoir, and the Noxubee County search and rescue. Staff attended the joint NCSWIC/SAFECOM meeting in Jacksonville, Florida in April. Also, during the month of April, Motorola finalized the MSWIN Microwave system upgrade, Grounds maintenance continued and staff began generator maintenance. HVAC maintenance will commence in May and also be finalized before the start of Hurricane season. In addition, Staff began the SOW improvement project to add additional channels for purposes of interoperability. 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) Talk groups by airtime.

Mr. Bill Buffington gave an update on the MSWIN build-out status. The WCC has received FEMA approval of the Shelby site on Forrest Road and pending approval of the site on Reid Hill. Staff is working on identifying a few additional sites at Parchman and North MS due to complaints on capacity issues. Mr. Buffington noted capacity issues will improve when users convert to TDMA.

Ms. Helfrich noted that Dr. Damon Darsey of Med-Com contacted her about Mr. Dent Guynes and his exemplary performance during the FLOTUS visit. Dr. Darsey stated that Mr. Guynes was asked to perform as a medical dispatcher during the visit and that he did a great job. Dr. Darsey was very appreciative of the WCC’s assistance. Ms. Helfrich also stated that she received a letter from the US Secret Service, extending gratitude to the WCC for use of the MSWIN System during the FLOTUS visit. The letter also, stated that due to Mr. Guynes efforts, they felt they had the best communications at this event than they have had at any event they have been a part of in Mississippi. Ms. Helfrich then thanked Mr. Guynes for his daily contributions. Chairman Lariviere suggested that the letter be entered in the May 2016 monthly minutes, as he also thanked Mr. Guynes.

Ms. Helfrich gave an update on the contract status. She reported that HVAC preventive maintenance contract will be

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in place and the work performed before the beginning of the Hurricane season. The MICG Grant request for extension has been submitted awaiting feedback.

Ms. Helfrich provided the legislative update. The WCC's final appropriation bill (Senate Bill #2914) for FY17 resulted in \$9,073,007 general funds and \$250,000 special funds with 10 PINs. The WCC is thankful for the funding and retainage of the 10 PINs, however, the appropriated amount is more than a 16% reduction in originally requested amounts, and a 12% reduction of more than \$1.3 million dollars when compared to the current FY16 budget. The WCC will begin FY17 with a deficit request of approximately \$1.8 million dollars, to cover operational expenses. The FY17 general fund appropriation will not even cover contractual obligations, leaving no available monies for repairs, salaries, commodities, or equipment. For the current fiscal year FY16, the WCC recently took an additional budget reduction of \$43,886. Earlier this fiscal year, the WCC's budget was reduced by \$152,096. During April, Ms. Helfrich was notified by the OEC (Office of Emergency Communications) that Mississippi had an additional \$7.2 million dollars of MICG Grant funds available. The WCC is working with Homeland Security to make sure those funds remain available for the MSWIN project. Ms. Helfrich also provided copies of the White Paper: The Evolution of Public Safety Radio Communications in Mississippi written in conjunction with the OEC to the Commissioners. This paper will be used by OEC and forwarded to all State Wide Interoperability Coordinators (SWICs) exemplifying the State of Mississippi as a model to other states on how to achieve interoperable communications. The OEC has commended the WCC on an outstanding job of providing a common platform for interoperable communications through the use of the MSWIN System. Chairman Lariviere asked for any further questions.

Chairman Lariviere called for the report of the Procurement Review Committee. Chairman Waggener reported one procurement request by the Washington County Office of Emergency Management/Volunteer Fire Department to upgrade dispatch consoles to connect to the MSWIN System for the Washington County Sheriff's Office, Greenville PD and Greenville FD, in the amount of \$523,644.63. The Procurement Committee reviewed and made recommendation for full approval by the Commission. Chairman Waggener made a motion to approve the request, seconded by Col. Ray Causey, and it passed with none opposed.

Governance/Interoperability Committee Chairman Willie Huff reported the committee will meet to address ADP and AES encryption and TDMA/FDMA requirements. There are grant requirements restricting the use of ADP and enforcing the use of AES. The Governance/Interoperability Committee will provide a proposal and suggested timeframe on enforcing the TDMA compliance rule in the upcoming meeting. Chairman Lariviere asked how many radios are still not TDMA compliant. Mr. Huff stated that MDOT has multiple radios that need to be upgraded. Vice Chairman Magee noted that the Department of Public Safety has radios to be programmed and an action plan in place to begin, starting with the coastal area of MS and working their way up until all are completed. Mr. Huff also noted that the first ever "Train the Trainer Program for Radio Interoperability" was provided by the WCC Staff, in conjunction with OEC, for multiple state and local agencies. The program will be used in the State, as well as replicated in other states. According to the results, attendees enjoyed the training exercises given.

Chairman Lariviere called for the report from the Cellular RFP Committee. Col. Ray Causey reported the Cellular Committee has reviewed all proposals, conducted consensus scoring and submitted recommendation to Mrs. Paula Conn, ITS Facilitator. Recommendation has been forwarded to ITS Board for review on May 19, 2016. Chairman Lariviere asked for further questions. Mr. Huff asked if the Commission has a part of the final decision. Mr. Ken Magee confirmed the WCC's approval is needed requiring a special called meeting of the Commission tentatively on May 19, 2016, at 9 a.m. This is pending a request of Dr. Craig Orgeron, ITS Executive Director, to host the meeting at ITS facilities. This will allow the WCC to review and ask questions of the Cellular Committee and ITS.

Chairman Lariviere called for the report from the Broadband Committee. Vice Chairman Magee stated that the Broadband Committee and Med-Com are presenting additional information to NTIA finalize grant modification. The WCC portion of the grant modification which consists of a mission critical data communication piece has received preliminary approval from NTIA. With the passage of Senate Bill #2362 in the recent legislative session, eliminating the ability to charge other state agencies, the Broadband Committee plans to modify the original proposal on fee based data services for dispatch and AVL solutions. The proposal will include an expansion of data channels and

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additional microwave backbone capacity. These modifications will allow MSWIN users to leverage data components. Vice Chairman Magee noted the committee intends to complete and file the plan with NTIA and present it in June.

Mrs. Michelle Blocker gave the update on WCC expenditures for the month of April 2016. She revisited notations on the reduction of funds in the amount of \$43,886 during the month of April 2016 due to the budget cuts. This cut added to the previous 1.5% cut totals \$196,382 in budget reduction during FY16, discussed earlier by Ms. Helfrich. The monthly expenditures were \$1.2 million dollars leaving the remaining balance in general funds for FY16 in the amount of \$2.3 million dollars. No grant funds were expended during the month of April 2016; however, an additional \$12,000 was added to program income for the MICG Grant. Expenditures were routine other than the Motorola maintenance quarterly payment. Chairman Lariviere stated the commission will return to the expenditures for approval after all members have had time to review the report.

Chairman Lariviere called for other business. Ms. Vicki Helfrich presented information on road repairs and/or improvements at MSWIN Sites. The WCC currently has access road repair/improvements issues at five (5) MSWIN Sites. All of the roads involved have presented accessibility problems for tower site vendors, but specifically for propane trucks. The cost of previous road repairs range from \$5,000 to about \$17,500 and more repairs are anticipated this year. Ms. Helfrich asked that the Commission consider making a motion to allow the WCC to proceed with necessary road repairs and/or improvements to MSWIN access roads on privately owned land—following the rules of (1) at least two quotes, (2) project awarded to the lowest bidder, and (3) lowest quote not to exceed \$15,000. Mr. Perry Waggener made a motion based on the information given by Ms. Helfrich. Vice Chairman Magee asked if the condition of the roads were due to design issues in the original site plan. Ms. Helfrich confirmed that a couple are due to inadequate installation, but majority based solely on weather deterioration. One recent road improvement required the WCC to move an access road requiring a ground lease amendment. After discussion involving the use of other entity resources including MDOT and the MS National Guard, final determination concluded the need to move quickly on road repairs as it is essential to keeping the system operational. Ms. Helfrich re-stated the motion. Chairman Lariviere asked if the motion still stands. Mr. Waggener motioned for approval of repairs and was seconded by Col. Causey with none opposed.

Ms. Helfrich introduced the next item on the agenda for approval of the WCC/Hinds County partnership proposal. Mr. Buffington provided a power point presentation overviewing the collaborative efforts between the Hinds County Board of Supervisors, Hinds County EMA, and the WCC. A proposed partnership has been agreed upon utilizing two (2) Hinds County towers located near Edwards and Pochontas, for providing much needed coverage to the current MSWIN users as well as Hinds County. Mr. Buffington stated the WCC has met with Hinds County, the EMA Director, as well as Mark Garriga, Legal Advisor, and are asking for functional control of the Hinds County assets in regards to the tower sites as well as the transfer of the ground leases. The WCC will provide the grounds, tower, lights, and HVAC maintenance, as well as acting as network operator. Hinds County will need to purchase their radios and dispatch consoles. A MOU will be signed between the WCC and Hinds County. The WCC will incur the operational costs and receive the revenue from current tower tenants. Without this partnership, Hinds County faces spending \$12 to \$18 million dollars for improvements to provide a fully operational system. In addition, the WCC has issues with MSWIN coverage in these areas. Ms. Helfrich added that any revenue from tower sites will be placed in special funds to be utilized by the WCC to pay the operational expenses associated with these two towers. Chairman Lariviere asked Mr. Ricky Moore, EMA representative for Hinds County, if he had anything further to add. Mr. Moore stated they are looking forward to the partnership and it is needed by the County and other entities due to complaints/failures with their existing system. Board Attorney for Hinds County, Peter Teeuwissen, speaking on behalf of the Board of Supervisors said they are delighted to join the MSWIN System and after much planning the county has purchased \$9 million dollars of equipment for this purpose. Chairman Lariviere thanked representatives of Hinds County and assured the WCC's support. Chairman Lariviere asked for any questions. Mr. Huff noted that MSWIN's involvement in recent operations and disasters around the State and operations between counties has been essential. MSWIN has been characterized as an emergency only network, but everyday operations are presently ongoing and growth is expected throughout the State. Mr. Huff made a motion to approve the proposal, seconded by Mr. Rusty Barnes and carried with none opposed. Chairman Lariviere asked for any further discussion. Col. Ray Causey noted that he fully believes that this partnership represents an incredible return on investment.

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Chairman Lariviere asked for approval of the monthly expenditures upon review of the committee. Mr. Causey made a motion to approve the monthly expenditures, the motion was seconded by Mr. Rusty Barnes, and the motion passed with none opposed.

Chairman Lariviere called for other business. Vice Chairman Magee reminded the commission of a Special Called Meeting tentatively scheduled for 9 a.m. on May 19, 2016, at ITS, pending approval from Dr. Craig Orgeron, for the purpose of reviewing and/or approving the cellular contract.

Nominations will be taken to elect a new Vice-Chairman of the Commission at the next meeting. Vice-Chairman Magee will take on the seat of Chairman of the Commission following the announcement of the new Vice-Chairman.

The next meeting will be on Thursday, June 2, 2016, 1:30 PM in Room 145 of the Woolfolk Building DFA at 501 North West Street, Jackson, MS.

The Chairman entertained a motion to adjourn. Mr. Smithson made a motion to adjourn and the motion passed with none opposed. The meeting adjourned at approximately 2:38 PM.



U.S. Department of Homeland Security  
**UNITED STATES SECRET SERVICE**  
100 W. Capitol Street, Suite 1401  
Jackson, MS 39269

April 28, 2016

Executive Officer Vicki Helfrich  
Mississippi Wireless Communications Commission  
412 East Woodrow Wilson Avenue  
Mail Stop 6601  
Jackson, MS 39216

Dear Ms. Helfrich,

I would like to take this opportunity to extend my sincere gratitude to you and your department for the assistance given to the United States Secret Service during the recent visit of First Lady Michelle Obama on April 23, 2016 in Jackson, Mississippi.

I would especially like to recognize Dent Guynes for all his efforts coordinating the radio systems for us and all our State and Local Law Enforcement partners throughout the advance and visit of the First Lady. Mr. Guynes sought me out and briefed me on the capabilities you all have and offered his assistance. I immediately recognized the valuable contributions your department could provide to us. I can tell you first hand, Communications is always a key part of any operation and I felt we had the best communications at this event, due to Mr. Guynes effort, than we have had at any event I've been a part of in this state.

Without the assistance of State, Local and other Federal Agencies, it would be impossible for the Secret Service to carry out, not only our protective mission, but our investigative mission as well. During my tenure as the head of the Jackson Resident Office, it has always been evident that the agencies within the Great State of Mississippi have an outstanding working relationship and I'm proud of the partnerships we have formed with you and your department.

Respectfully,

A handwritten signature in black ink, appearing to read "Mark D. McKee".

Mark D. McKee  
Resident Agent in Charge