

**MISSISSIPPI WIRELESS COMMUNICATION COMMISSION
July 7, 2016 Meeting Minutes**

Place: Woolfolk Building – DFA, Room 145, 501 North West Street
Jackson, MS

Commission Members Present:	
MS Department of Public Safety	Magee, Ken (Chairman)
MS Emergency Management Agency	Smithson, Lee (Vice-Chairman)
MS Office of Homeland Security	Barnes, Rusty
MS Municipal League	Brown, Johnathan
MS National Guard	Causey, Ray
MS Association of Supervisors	Gray, Steve
MS Department of Transportation	Huff, Willie
MS Department of Information Technology Services	Johnson, David
MS Department of Corrections	McAfee, Audrey
MS Highway Safety Patrol	Smith, Timothy
MS Department of Wildlife, Fisheries & Parks	Thornhill, Curtis
MS Department of Health	Vaughn, Wayne
Advisory Board Members Present:	
House Public Utilities Committee - Chairman	Beckett, Representative Jim
Senate Energy Committee – Vice Chairman	Harkins, Senator Josh

Chairman Ken Magee called the meeting to order at 1:55 PM and welcomed everyone. He also recognized the presence of Senator Josh Harkins and Representative Jim Beckett. Chairman Magee then provided time for the review of the minutes from the previous meeting on June 2, 2016, after which he entertained a motion to approve the minutes, as they were transmitted. Mr. Timothy Smith made a motion to approve the minutes, seconded by Mr. Lee Smithson, and passed with none opposed.

Ms. Vicki Helfrich gave the MSWIN Project Update for June 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 MDWFP (MS Department of Wildlife, Fisheries and Parks) for a search and rescue in Carroll County and Lincoln County; Clarke County for Chunky River Race; MEMA (MS Emergency Management Agency) for a Gravel Pit Collapse in Copiah County; Rankin County for a joint MS Military Department and Rankin County exercise; and MDOT and Hancock County for movement of the Saturn V rocket to the Infinity Space Center. Staff presented at the MS Chiefs of Police Association annual conference; worked on interoperability patches between Mississippi and Tennessee; finalized grounds and generator preventative maintenance; as well as continued HVAC preventative maintenance with an expected finalization date of July 15, 2016. Ms. Helfrich also provided information on the number of current users on MSWIN, the number of users projected for the 2nd 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. Mr. Buffington reported that the WCC has a preliminary tower design in place for the Camp Shelby Sites. He recently met with Colonel Causey specifically on military needs for these tower sites. In addition, the WCC is expanding capacity at the Ridgeland site which will help accommodate all users. The WCC continues working with Warren County and Hinds County to finalize local integration efforts into the MSWIN system.

Ms. Helfrich gave an update on the contract status. She reported the addition of one contract with Ms. Cindy Crocker as a contract worker to fill the void following Ms. Lana Nicks retirement. Ms. Crocker is a state retiree; having worked for DFA (Department of Finance and Administration) as a project manager for MAGIC. Ms. Helfrich stated that we are very fortunate the WCC has been able to retain her

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services. As for other contractual services, the HVAC maintenance is continuing and everything else remains same.

Ms. Helfrich provided an update on the FY16 financials. The Financial Report will be covered by Mr. Johnson, but there are still details not listed on the FY16 report for unencumbered items including utilities, repairs, and maintenance for the month, equipment, and a Motorola maintenance payment totaling \$887,588.94. These funds are obligated and therefore all general funds will be utilized for FY16 with approximately \$146,000.00 coming from special funds. For FY17, we are expecting an estimated deficit of \$1,494,231. The WCC was appropriated \$9,073,007. In comparison to FY16 expenditures, that is more than a \$1.4 million dollar deficit request to be presented to the legislature as soon as possible. Ms. Helfrich then detailed the WCC program income totaling \$68,202.40 for FY16 with 12 NGOs utilizing the MSWIN system, including 191 radio ID's and 8 base stations, and one tower lease with the FBI. In addition, a newly signed tower lease with TeleSouth was effective July 1, 2016. Ms. Helfrich also discussed three other major ambulance providers joining the MSWIN system as partners. Once the MICG grant closes, program income will be considered revenue; while figures are not high, the numbers show a good start in generating revenue to assist with MSWIN System expenses.

Chairman Magee called for the report of the Local Procurement Review Committee. Mr. Timothy Smith, elected as Chair by the Committee in Chairman Waggener's absence for the current LPR meeting, noted two (2) requests were presented for consideration. The first procurement request for \$176,687.50 was from the Greenwood Fire Department for the purchase of P-25 compliant dispatch consoles and subscriber radios for use on the MSWIN Network. Fire Chief Marcus D. Banks was present and made additional comments on the project. The LPR Committee approved Greenwood Fire Department's request. The second procurement request was from Noxubee County for \$170,489.78 to upgrade their existing tower site and county radios for compatibility with the MSWIN Network. Mr. Corey T. Brown, Director of E-911 for Noxubee County, was present and made additional comments about their project. Chairman Smith reported that after a lengthy discussion including concerns with interoperability in which the WCC is tasked both by statute and therefore fiduciary manner, the LPR Committee voted to table a decision for thirty (30) days. Chairman Smith concluded his report stating that neither procurement request met the criteria to be brought before the Full Commission for final approval.

Chairman Magee called for the report of the Governance/Interoperability Committee. Chairman Huff had nothing to report.

Chairman Magee then gave the report from the Broadband Committee. The Broadband Committee did meet with representatives from NTIA (National Telecommunications and Information Administration) late last month at UMMC (University of Mississippi Medical Center) along with representatives from UMMC, to discuss the concepts the state has submitted in our proposal for a grant modification. No negative feedback was received regarding the WCC's proposals for adding channels to MSWIN sites, adding microwave backbone, and leveraging the data components of the current MSWIN system. NTIA representatives seemed open to the proposals made in the grant modification.

Chairman Magee called for approval of expenditures. Mr. David Johnson reported general fund expenditures were \$695,413.73 for June 2016. The remaining funds are completely obligated as Ms. Helfrich stated earlier. In addition, the Integrated Public Safety Communications Funds current balance totals \$232,275.17 of which, as Ms. Helfrich stated earlier, over half of that amount is obligated for FY16. Mr. Johnson stated that the WCC will push through the remainder of FY16, but FY17 funding presents a challenge. Turning to grant funds, there is an invoice pending in the amount of

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\$200,342.80 reflected as already paid in the MICG grant funds report portion. Mr. Johnson also stated that for the next couple of months financials will be presented in 2 separate reports; one report for FY16 and the second for FY17. Chairman Magee entertained a motion to approve the monthly expenditures. Mr. Smith made a motion to approve the expenditures, seconded by Mr. Tom Lariviere, and passed with none opposed.

Chairman Magee called for the last item on the agenda in other business. Referring to the handout, Ms. Helfrich presented the FY18 budget request for \$11,978,013 dollars. Ms. Helfrich noted that the WCC is finally getting to the point where most expenses are stable. For FY18, salaries, travel, commodities, and equipment will remain the same as the estimated FY17 budget. The contractual services request is an increase with a total request of \$10,978,140 dollars. Contractual Services makes up the majority (91.65%) of the budget request and is used to maintain the MSWIN infrastructure keeping the System fully operational. The request includes additional funds for utilities, land leases, full funding for maintenance and repairs, tower leases, IT contractors, and an increase for the LMR system maintenance contract which expires at the end of FY17. Chairman Magee entertained a motion to approve the WCC budget proposal by Ms. Helfrich for FY18 that will be presented to the legislature August 1. Mr. Smithson made a motion to approve the FY18 Budget Request, seconded by Mr. Wayne Vaughn, and passed with none opposed.

Chairman Magee asked for any further business. Mr. Huff asked if any other agencies have reviewed ITS' rules on the recently approved cellular contracts and if they had any comments. Mr. Huff expressed his concern that the cellular contract language does not go along with what was described by ITS at the special called WCC meeting in May. Mr. Huff specifically mentioned concerns with the exception rule for low quote devices that don't meet the agencies required needs. Additional concerns were shared by other members of the Cellular RFP Committee including Colonel Causey, Mr. Vaughn, and Mr. Bill Buffington. Mr. Huff suggested the need for further discussion at a later date. Chairman Magee said he will contact Dr. Craig Orgeron, ITS Executive Director, to request someone come before the Committee to discuss these concerns. Mr. Smith suggested this be brought before the Full Commission.

With no further business, the Chairman announced that the next meeting will be on Thursday, August 4, 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. Smith made a motion to adjourn. The motion was seconded by Colonel Causey. The motion passed with none opposed. The meeting adjourned at approximately 2:29 PM.