

**DEPARTMENT OF EMERGENCY MANAGEMENT & HOMELAND SECURITY  
Public Safety State Interoperability Executive Committee**

**MEETING MINUTES**

**December 18, 2007**

**DOT Research Lab, 280 West Street, Rocky Hill, CT 06067**

**Welcome, Public Comment and Review of Minutes:**

The meeting was called to order at 1305 hours by the Co-Chair, Mike Varney. The following individuals were in attendance: Stephan Brown (DOT/Bradley), George Carbonell (DOT), Anthony Diaz (Hamden PD), Robert DiBella (DEMHS), John Gustafson (CMED-NH), John Masciadrelli (OSET), Philip Mikan (DEMHS), Tyler Millix (CFCA), Bernie O'Donnell (DOIT), George Pohorilak (OSET), Mike Stemmler (DPS), Robert Tolomeo (DPS), Matt Valleau (CAP/DPS), Keith Victor (Region 3), Jerry Zarwanski (OSET), Chuck Fuller (OSET), Andy Celli (Motorola), Jerry Sakolouski (DOL), Tom Walsh (DEMHS), David Coyle (CSP), Kris Wohlgemuth (DOIT), Bill Hackett (DEMHS), and Sandra Baker (DEMHS)

George Pohorilak welcomed Chuck Fuller as the newest member of the OSET Team. Bill Hackett introduced his administrative assistant, Sandra Baker who has now been assigned to take notes at the monthly meetings.

No public comments.

Motion to accept the meeting minutes of the November 27, 2007; made by John Gustafson seconded by Keith Victor - accepted unanimously.

**PSIC Grant Update:**

Mike Varney stated that PSIC was submitted to DHS as discussed in the last meeting and the format was accepted. Three Investment Justifications were submitted as initially reported. It was decided that the interoperability coordination position / unit will be funded by DPS / OSET. Copy of SCIP and Investment Justifications are available upon request. Bill Hackett reported that arrangements are underway to post documents on the DEMHS website and that peer review feedback is due March 31, 2008. Mike Varney acknowledged the time and effort put in by everyone involved to make this phase of the project successful.

**Sub-Committee Reports:**

- a. Technical Committee – STOCS equipment has arrived and tagging system w/bar coding has begun. Per John Gustafson, STOCS Boxes operations procedures will be up for review & approval next week. It was suggested that training on usage of boxes be conducted before distribution. Robert DiBella recommended that guidance be made available to those who procure STOCS on their own using the existing contract. Gordon Shand also recommend training materials be given to all who are issued boxes, as well as those who procure under the contract.
- b. Training & Exercise Workgroup – No activity to report.
- c. 700 MHz Planning Workgroup – 1<sup>st</sup> committee meeting held December 10, 2007 with 15 participants. Future monthly meetings will be held at DPS the 2<sup>nd</sup> Monday of the month at 1 p.m. Meeting minutes will be distributed in the near future via e-mail. George Pohorilak reported that the Region 19 Plan needs to be addressed and a vote is necessary to change the plan in order for it to be compliant with State Plans. A map of State Police tower sites was presented to the committee by George Pohorilak. Committee members were asked to report map deficiencies upon review. Additional copies are available upon request. Additional discussion was presented of the need to also track and discuss 4.9GHz, it was commented that this workgroup is and would continue to address the 4.9 GHz spectrum space as well.

Report of Interoperability Usage and incidents during previous months: 6 ICALL / ITAC activations with no problems reported by DPS.

**Old Business:**

- a. Status on Portable Radio Inventory & Training Programs – None
- b. Grants - Phil Mikan reported that equipment is arriving; the DEMHS high band radio system is installed and tested successfully for 76% of the municipalities towns in Connecticut. See DEMHS website for further information.
- c. Prime Mover Radios & Licensing – Currently waiting on letter from Region 8.
- d. Transit Security Grant – A Review of the proposed submission submitted to DHS is scheduled for January 17 at 1300 a meeting is scheduled at DEMHS, 25 Sigourney St., Conference Rm. B.

**Regional Reports:**

Region 1 – Michael Varney on behalf of Eric Fine: Eric and several other region 1 representatives attended a COPS Grant mandatory training session in Phoenix, Arizona. The December monthly ESF#2 meeting had been cancelled due to personnel availability. Eric and several members from Westport are currently out of state conducting the final inspection on the new region 1 communications and hazmat team command vehicle.

Region 2 – John Gustafson reported ESF Chairs identified, spending plans to be available by the end of January.

Region 3 - Keith Victor reported that they are working with Region 1 with SOPs.

Region 4 – No Significant items to report.

Region 5 – In the process of finalizing representatives.

**New Business:**

- a. Region 19 Meeting Update – Deadline changed on the updating of plans.
- b. Public Safety Spectrum Trust (PSST) – Bill Hackett attended the first meeting in Washington, D.C. Discussions included the purpose of the trust to expand the 700 MHz capabilities to public safety under established FCC guidelines, finalizing bylaws, etc... FCC was in attendance and will be providing guidance for the network in the near future. Prior to this PSST meeting, Bill attended the DHS Emergency Response Council (ERC) meeting in Florida. The ERC reviewed nationwide interoperable guidelines, and updated the SAFECOM continuum to include voice and data in the technology section. Bill also was able to provide the local and state perspective to the ERC, relating the governance of this committee and current systems in Connecticut. The committee is also working on nationwide CAD to CAD interoperability. GAP analysis for states will be requested by FEMA soon.
- c. A question was raised by Chief Tyler Millix on dispatching and using foam trailers by fire department within the state. Mike Varney recommended a meeting be held with the appropriate parties to discuss these concerns.

- d. ICTAP/FEMA Programs CDs were distributed to meeting participants.
- e. FEMA will be rolling out a GAP analysis for communications in CT, and the other FEMA Region 1 states.
- f. Legislative Review final report published today. Interoperability Communications recommendations will be submitted to the Legislature. CTN is broadcasting the meeting.

**Correspondence/Grant Reviews** – Nothing to Report

**Next Meeting:**

Tuesday, January 15, 2008 – 1:00 p.m., DOT Research Lab, Rocky Hill

Motion to adjourn meeting made by Tyler Millix seconded by Keith Victor - accepted unanimously

Meeting adjourned at 14:20 hours.