

**DEPARTMENT OF EMERGENCY
MANAGEMENT & HOMELAND SECURITY
Public Safety Interoperability Communications Committee
MEETING MINUTES
July 15, 2008
DOT Research Lab, 280 West Street, Rocky Hill, CT 06067**

Welcome & Introductions:

The meeting was called to order at 1310 hours by the Co-Chair, Michael Varney. The following individuals were in attendance: Stephan Brown (DOT/Bradley), George Carbonell (DOT), Anthony Diaz (Hamden P.D.), Robert DiBella (DEMHS), Jim Farkas (Region 5), Chuck Fuller (OSET), Libby Graham (DEMHS), John Gustafson (Region 2), William Hackett (DEMHS), John Masciadrelli (OSET), Philip Mikan (DEMHS), Jeffrey Otto (Region 4), Roy Piper (DEMHS), George Pohorilak (OSET), Gerald Sakalouski (DOC), Gordon Shand (DPH), Dan Soule (LCD), Mike Stemmler (DPS), Matt Valteau (CAP/DPS), Nick Varanelli (DEP), Michael Varney (DOIT), Keith Victor (Region 3), Ed Wilds (DEP), Kris Wohlgemugh (DOIT), Jerry Zarwanski (OSET), Sandra Baker (DEMHS), Bob Davis (Verizon Wireless), David Coyle (CSP), and Dorian McCormick (The Mercury Group)

Public Comment: None

Review of Minutes:

Motion to accept meeting minutes of June 17, 2008 made by Keith Victor; seconded by John Gustafson - accepted unanimously.

PSIC Grant Update:

George Pohorilak stated the Telecommunications Manager list is complete and plans are underway to set up interviews. There will be a coordinated effort between DEMHS & DPS. Letters will be sent to candidates seeking their agency preference. The positions are expected to be filled in six to eight weeks. George Pohorilak also provided an update on Communications bills that failed legislation and plans for resubmission during the next legislative session. Mike Varney announced that Bernie O'Donnell will be contacting agencies who responded to RFIs to schedule vendor presentations. An announcement will go out to the Committee once the dates are scheduled if anyone is interested in attending. John Gustafson & George Pohorilak gave an update on the issue with the Cap Rad. The 700 MHz Cap Rad came back not favorable and the workgroup will be meeting with Region 8 to discuss.

Sub-Committee Reports:

- a. Technical Workgroup – George Carbonell reported the workgroup is waiting for RFIs and is continuing to conduct grant studies. Nothing additional to report.
- b. Training & Exercise Workgroup – Phase 1 training for STOC is scheduled at Brainard for July 21 & 23. Phase 2 application is going out to municipalities that were not included in Phase 1. Application deadline is September 5th. Phil Mikan asked that all questions or issues be addressed to him. He will submit applications received to the Technical Committee for review. Phase 1 had 49 boxes for placement; Phase 2 has 40 boxes for placement but some will be held back for swap outs in the event of problems. Libby Graham stated that unless agencies return signed MOAs they will not receive training or a box.

John Gustafson asked to see the MOAs and offered to assist with towns that did not respond. Bill Hackett named the towns that signed the MOAs (Berlin, Brookfield, Canton, Colchester, Coventry, Ellington, Farmington, Granby, Litchfield, Madison, Norfolk, Plainfield, Waterford, Weston, and Woodstock). Gordon Shand suggested that an inventory be kept of towns in the Regions that converted over to STOCS. Bill Hackett informed the Committee that each town is required to have a local plan review checklist which includes an inventory of ICALL/ITAC equipment. In the future they will be asked to provide any assigned STOCS equipment and frequency usage. Mike Stemmler asked if State agency staff will receive training. Mike Varney indicated that State agencies or anyone wanting training whether or not they have a box is eligible.

- c. 700 MHz Planning Workgroup –There is a 700 MHz meeting scheduled for next Monday. Will report back at the next meeting.
- d. 4.9 GHz Workgroup – Nothing to Report

Report of Interoperability Usage and incidents during previous months:

A written report was submitted to Co-Chair Bill Hackett. There were eight (8) ITAC/ICALL activations and ninety-two (92) tests. Millstone operations center conducted 83 of the test and all others were from various agencies. No problems to report.

Bob DiBella informed the committee of the deployment of a Decon Trailer from Guilford to the Town of Essex through the direction of Bill Hackett for the use of the onboard base station and 6 handheld radios. Positive feedback was received from the town. Mike Stemmler reported 3 repeaters were deployed to SailFest in New London and worked well.

Old Business:

- a. Status on Portable Radio Inventory & Training Programs – Bill Hackett reported 125 portable radios (Motorola STX 1500) were purchased for ICALL/ITAC. Batteries were received and the equipment is being inventoried and stenciled. Working with Regional Offices on dissemination.
- b. HLS Grants – Libby Graham thanked the Committee for their assistance. 2005 & 2006 is done. On June 30th the money was fully obligated and will be expended by September. Released MOA to municipality to fulfill admin requirement w/PSIC & HLS requirement for 2007 Grant. REPTs are not yet in the statutes to allow MOAs/MOUs. All technical questions on the HLS Grants can be addressed to the Regional Staff. A meeting will be scheduled at some point in the future. John Gustafson indicated that CEOs are asking for clarification on HLS Grants and Jim Farkas stated that they are also concerned w/authorizing because they have no vote on how the money is spent. Libby explained that the grant requires it that way. Municipal representatives had an opportunity to voice their opinion and DEMHS is responsible for it. 2004 & 2005 set aside \$ for interop communications locals benefit through STOCS. Gustafson – Clarity is needed by CEOs. Custody of equipment, etc. is a separate issue but needs to be addressed.

- c. Transit Security Grant – Bill Hackett met with DEMHS Commissioner to discuss invitation to the meeting scheduled for July 23. NJ & NY to address CT’s plan for this project. Money is available and project planning will be discussed.
- d. State Foam Trailer Program Communications – Nothing to report. Currently waiting for a response from DEP.

Regional Reports:

Region 1 – No Report

Region 2 (John Gustafson) – The group met with Mike Stemmler and is moving forward with the project. In regards to procurement, the master contract with DOIT will have items added to existing vendor contracts already in place.

Region 3 (Keith Victor) – 40 individuals received CASM Training. Instructor was well received. Region 3 VCALL and UCALL is in service to work with Massachusetts. CP4 is in full service and there are now three in the Region. Jerry Zarwanski asked who is responsible for the information. Mike Varney stated that the agency themselves are responsible since no assignments have been made. George Pohorilak stated that OSET will seek to fill in gaps.

Region 4 (Jeff Otto) – Region 4 is working on putting procedures in place and currently has one license application for VCALL/UCALL. Jeff stated that he attended the CASM training.

Region 5 (Jim Farkas) – Jim attended CASM training and is concerned there will be no additional training which will make it difficult for Region 5. Mike Varney will look into the training schedule w/instructors and follow-up on this issue.

New Business:

Interoperable Emergency Communications Grant Program (IECGP) - Mike Varney announced that the Federal Government sent notification of a new grant program. There is a short turnaround time and Libby Graham will give an overview & submission is due in less than three weeks to produce grant award. Forty eight million dollars is available nationwide to implement SCIP Plan – Leadership & Governance, Planning; Training & Exercise. CT will receive a non-competitive allocation of \$545,234. There is 80/20 split and a two year period. No match required and not permitted to buy equipment. This was discussed at the PSIC Steering Group Meeting and an agreement was reached on how to proceed. Each region has different needs. 80% pass through at local level and 20% state level work. 80% would be divided by 5 Regions. \$87,000 to each region and they will figure out how best to use the funds based on priorities of the Region. Guidance will be given to Regions to make sure they meet the federal requirements. TIC planning, COML training and back-fill costs are all allowable under the grant as long as it is pre-approved. If the concept is acceptable by the Interoperability Committee, the plan will move forward. State level funds will be used for training State employees and hosting two (2) one day training sessions for ESF2 on lessons learned. The topic was tabled for discussion and a motion to accept the terms put forth by the PSIC Workgroup was made by Jim Farkas; seconded by John Gustafson and unanimously approved by voting members.

ICTAP – Mike Varney attended Federal COML training. It was similar to the Region 1 training except for the technician piece. Discussions are taking place with DEMHS on how to move forward on Type 3 COML. It was a 3 day program with no number assigned through NIMS Integration Center. He is formally requesting training for CT. Priority out of DHS is to conduct training for the Fall. Mike Varney will send information to group on how to become qualified on Type 3 COML. Jeff Otto asked whether or not the course is appropriate for State level COML or Regional COML. According to Mike, it is appropriate for Regions and Technical Assistance will ask for 5 courses to be delivered in state.

Correspondence/Grant Reviews: Nothing to report.

Next Meeting: Tuesday, September 16, 2008 – 1:00 p.m.

Due to conflicts with vacation schedules the Co-Chairs tabled a discussion on canceling the August meeting and reconvening in September. A motion was made by George Pohorilak; and seconded by Keith Victor - unanimously approved by the voting members.

Adjournment:

Motion to adjourn made by George Carbonell; seconded by Keith Victor - accepted unanimously at 1435 hours.