



**Alabama First Responder Wireless
Commission Meeting
January 12th, 2016
Perdido Beach, AL**

IN ATTENDANCE:

Roberts, Shirrell – ALEA
Murph, Chuck – ALEA SWIC
Nail, Curtis – ALEA
Dawson, Cathy - ALEA
Blair, Ernie – ALNENA
Johnston, J.T. – AAEM
Grabryan, George – AAND/AARS
Peterson, Jim – AACOP
Presley, Tommy – ALM
Lord, Jon – AAFC
Mullins, Ben – AGI
Fields, Willie – ADOC
Linsley, Eric – FCC Region 1 700 MHz Planning Committee
Hargrove, Jeb – AEMA
Wilson, Stephen – ADPH
Smith, Brad – AFC
Grigsby, Steven – ALNG
Patterson, James – ALEA Communications
Lewis, Chris – DCNR
Watkins, Dustin – ASA
McGhee, Chris – Poarch Band of Creek Indians
Pilgreen, Scott – Alabama Fire Marshall's Office
Fisher, Larry – Montgomery ECD
Lee, Michael – P25 WG Chairman
Jenkins, Kevin – Calhoun Co. 9-1-1
Silas, Greg – Birmingham 9-1-1
Ranson, Richard – University of Alabama
McKinley, Chuck – Baldwin Co. 9-1-1 (DAC-A VC)



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CALL TO ORDER:

Mr. Shirrell Roberts, ALEA Deputy Director, called the meeting to order at 1:30 pm. Mr. Curtis Nail, ALEA, conducted a roll call of commissioners. Mr. Roberts recognized that there is a quorum present to conduct the meeting.

AGENDA ACCEPTANCE:

Mr. Roberts called for acceptance of the agenda. Mr. Jon Lord, AAFC, made a motion to accept the agenda. Mr. George Grabryan, AAND, seconded the motion. Motion passed unanimously.

NOV 17th MINUTES ACCEPTANCE:

Mr. Roberts requested the attendees to review the minutes from the November 17th, 2015 meeting to determine if any corrections are necessary. Mr. Roberts called for a motion to accept the minutes as written. Mr. Lord, made a motion to accept the minutes. Cpt. James Patterson, ALEA Communications, seconded the motion. Motion passed unanimously.

JANUARY 12th MINUTES:

Mr. Murph called for the workgroup reports.

WORKGROUP REPORTS:

- P-25 System Administrators Workgroup. Mr. Michael Lee, P25 WG Chairman. No official meeting was held this quarter. Members attended are in attendance at the Alabama Interoperable Communications Summit. Planning a February meeting date to discuss goals and objectives for 2016. J.T. Johnston, AAEM, asked if a plan or roadmap for the buildout of a statewide radio network would be discussed at the P25 WG meeting. Mr. Lee confirmed that this will be a topic of discussion.
- State Agency Workgroup. Mr. Jeb Hargrove, State Agency WG Chairman. Last WG meeting was held December 9th. Discussed goals and objectives for 2016. Also discussed taking state agency resources and focusing on a division of the state to determine if we can use/share resources more efficiently within the division. Also plan to develop a first responder interoperability guide. Next meeting is tentatively scheduled for March 10th.



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- Stakeholders Workgroup. No report from attendees.
- Policy & Procedures Workgroup. Mr. James Patterson, Policy & Procedures WG Chairman. The policy & procedures WG has not met since the last AFRWC meeting and expects to meet on an as needed basis as the AFRWC brings forward items that need to be addressed.

OLD BUSINESS:

- Mr. Nail, provided an update on the following.
 - Divisional Advisory Committees (DAC), FirstNet & Alabama Public Safety Broadband (APSB) project. DAC Update. 2016 plans are to expand the DAC membership and POC database, Conduct webinars and at least 1 on-site meeting with each DAC and assist the Stakeholders WG to obtain feedback for the AFRWC.
 - FirstNet Update. We are planning our data collection efforts and preparing for our 2016 consultation with FirstNet which will include meetings with the SPOC, AFRWC & Governor's office. FirstNet is looking for volunteers in the state interested in being a part of Consultation Task Teams (CTT). Mr. Murph asked if FirstNet plans to meet with the Governor without the AFRWC. Yes. Mr. Johnston stated that this was not really the right way to go about this since it is the AFRWC has the responsibility for public safety wireless communications in the state. Several commissioners concurred with Mr. Johnston's comment. Commissioners agreed that any executive level meeting or meeting with the Governor should include the AFRWC governance structure similar to the way the initial consultation meeting was conducted. Mr. Roberts agreed as well.
 - APSB project update. In 2016 we will be conducting a Governance Assessment, Web Requirements Surveys, Coverage Interviews, Initial Requirements Report and building a Broadband Strategic Plan.



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NEW BUSINESS:

- AFRWC 2016 Strategic Plan Discussion. Mr. Nail acknowledged that the state does not have any skin in the game, meaning that the AFRWC has no funding. He asked the AFRWC to use this time to discuss the development of a strategic plan to accomplish the buildout of a statewide radio system. Mr. Grabryan acknowledged that this system of systems concept by the core owners needs to be a core part of this effort. Those that have skin in the game will probably take a strong role in assisting the AFRWC. Mr. Nail agreed that the AIRS group has a lot of knowledge that could assist the AFRWC with this task. Mr. Ernie Blair mentioned that while we are waiting on FirstNet to become reality that SouthernLinc is working on a statewide mission critical LTE system and those efforts should be considered in the AFRWC's plan. Mr. Johnston suggested that our strategic plan for 2016, as a governance body, should be that by the end of the year we have a framework, plan, with a desired timeline in order to accomplish this buildout with clear goals and objectives. Mr. Murph stated that he is extremely frustrated with not being able to move forward over the past year. The state is not in position to dictate to core owners how to proceed or how to organize, we can assist, facilitate, hold meetings and rent meeting space to facilitate discussion. Ultimately the reason we created AFRWC workgroups was to spur that collaboration. Those workgroups should have been the catalyst for the AFRWC to assist with setting the goals & objectives as a commission to try to achieve some of the things outlined in our enabling authority and to this day we still don't have that. I applaud AIRS for taking the initiative on their own to collaborate and come up with innovative ways to expand the system statewide. I would encourage the core owners/system administrators to be more vocal. I think it is in everybody's best interest to leverage AIRS accomplishments. Cpt. James Patterson, ALEA communications states that we need to look at the mission of the commission and clearly articulate the path to get there. As a commission how are we going to get that on paper? Mr. Murph suggested that the Policy & Procedures WG & the P25 WG should cooperatively start the documentation of a strategic plan. Mr. Lord suggested that having a plan would help provide guidance for his agency when applying for assistance to firefighter grants and would be helpful to other agencies and this could provide assistance to those who do have skin in the game. Having a plan or strategic plan when these opportunities become available would be of great assistance and also when being reviewed by your peers. Cpt. Tommy Presley, ALM, commented that he agreed that we need to set specific, clear, measurable goals. A strategic plan requires that you identify the measurement for which you are going to establish or accomplish the goal and then have the objectives met within the defined timeline. We need to establish a template and identify what the



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mission is, the vision is, and then clearly identify everyone's role and what they are supposed to produce back into that plan. Mr. Murph states that the Governor defined the AFRWC's mission in his executive order also through the legislation that was passed. The commission was not setup with "teeth" or authority to dictate to agencies how to spend their monies on communications infrastructure. The commission was setup so that those that did own the equipment would be able to tell the commission here is what we want to do we just need you to bless it and take it to the legislator to get the funding. We have not had those recommendations come to the commission. We do not have funding but without a plan we will not get funding. Mr. Blair suggested that we need a facilitator, someone who has written a plan before would help this planning effort. Mr. Roberts commented that he could look into available assistance possibly from a university. Ms. Pam Montanari, DHS OEC, suggested a possible TA, technical assistance. Mr. Patterson suggested that the Policy and Procedures WG meet on the 27th, location TBD, for initial discussion of the mechanics of how we put together a strategic plan. We will then follow that up with meeting Ms. Montanari. I will commit administrative assistance to the Policy & Procedures WG. We will report back to the commission at the next scheduled meeting. In the meantime, anyone that has any ideas, please email me and we will get them in.

- Mr. Presley – While attending this summit and listening to the presentations, NG 9-1-1 update and the ALEA Communications Update, there was mentioned the setting of standards for our communications personnel. Currently in our state our police officers have a continuing education program where we have our officers maintain a certain mandatory level of training throughout the year example CEU's. We really neglect our communications personnel in this regard. It was also mentioned that during the Selma event that the entire ops plan neglected to accommodate our communications personnel. In Huntsville we have started our own annual in service training for communications personnel. We have established a 34 week training program for all of our dispatchers and we are going to establish a supervisor training program for managing civilian personnel. Not sure if this fits this commission but perhaps you could provide some guidance on where this needs to go. Mr. Grabryan, operating a 9-1-1 district and having a previous tenure with a large police department for a number of years I understand where you are coming from. I believe Jason Jackson of the 9-1-1 Board would be a good start. In our region of the state, whenever we do tabletop exercises they start with a call at the 9-1-1 center, all emergencies are local. I can assure you in Lauderdale county that we have standards, I am not sure that we need a state body directing what theses 9-1-1 districts do locally. Mr. Blair, I am a member of the 9-1-



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1 board and there has been a lot of discussion as to whether or not that is the place, because there is controversy over whether that board can be in the training business. I think we can all agree that board does not have the authority to establish standards. They were setup to collect and distribute the money. All 9-1-1 control would be left to the local boards. So we are kind of getting into a controversial area. Funding from this board can be used for training but there will always be controversy over whether it could set standards. Even if they are voluntary. Could also be liability issues involved? Mr. Presley, Maybe mandated standards is the wrong word, possibly standards we advocate or could pass along. Mr. Murph asked if Fire has any type of standard for communicators. Mr. Lord, Yes we have training courses and NFPA standards. Mr. Murph, Does Law Enforcement? Unknown, We follow APCO. Ms. Cathy Dawson, ALEA, Only in the state of California are tele communicators recognized as professionals. As a tele communicator of 25 years it has been difficult for us to even be recognized as first responders, much less as a professional. We do not have a seat on any board. The 9-1-1 Board is great but you have to remember the state agencies who are not 9-1-1 affiliated, they have no representation. We need to do something as a state to recognize tele communicators as professionals and then also as first responders. Mr. Grabryan, The fire course is very good and the APCO 40 hour course is also good that we have. I agree with Cathy's comments. We are blessed with a lot of long term personnel. We invest an awful lot in training these folks. We treat them as first responders, we have them in for AARs, Critical incident stress debriefing, that sort of thing. What we have locally works for us. Mr. Murph, Can we ask the chairman to create a workgroup to look into this? Several members agreed. Mr. Patterson, I recommend that we as a commission, much like the Commission on Accreditation for Law Enforcement Agencies (CALEA), develop a First Responder Wireless Commission approved course of instruction for tele communicators. We do not have the ability to regulate this, the only way it becomes mandatory is through legislation just like the peace officer standards for training. We might recommend to this commission that we do that or we discuss legislation to do this. Many agencies do not have the money and resources but it is important. ALERT training is an example and 60% of AL Law enforcement has been trained due to support of leadership. We do not have to invent this training there are already several established training courses to select from.

1. Mr. Murph, made a motion to ask the chairman to establish an ad hoc committee to address these concerns and to bring back to the commission recommendations on a course of action. Mr. Patterson seconded the motion. Motion passed unanimously.



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- Mr. J.T. Johnston announced his resignation as the representative for AAEM. Mr. Roberts commended him on his service.
- Mr. Roberts, Announced that Brunson White, Alabama Secretary of Information Technologies, has been replaced by Dr. Joanna Hale.
- Mr. Roberts, We are going to invite the Governor to our next meeting. We are looking to identify some key legislators to discuss our efforts and began engagement and dialog.

PROPOSED DATE FOR NEXT MEETING:

- April 5th 2016. 10 am – 12 pm
Montgomery, AL

ADJOURN:

- Mr. Murph called for a motion to adjourn. Mr. Lord made a motion to adjourn, Mr. Grabryan seconded the motion. Motion passed unanimously. Meeting adjourned at 3:30 pm.