

Alabama First Responder Wireless Commission

Meeting Minutes

August 23, 2016

Opening

The regular meeting of the Alabama First Responder Wireless Commission was called to order at 10:02 am on August 23, 2016 in the Alabama Law Enforcement Agency Board Room located at 201 South Union Street, Suite 300, Montgomery, AL 36104 by Chairman Stabler.

Present

Voting Members

Stan Stabler, Alabama Law Enforcement Agency

Stephen Wilson, AL Department of Public Health, Office of EMS

Ernie Blair, AL National Emergency Number Association

Jim Byard, Jr., ADECA

Joanne Hale, Ph.D., Governor's Appointment (Office of Information Technology)

Derrick Cunningham, AL Sheriffs' Association

Willie Fields – AL Department of Corrections

George Grabryan, AL Association of 9-1-1 Districts

Jeb Hargrove, SWIC

Art Faulkner, AL EMS

Chris Lewis, AL Department of Conservation and Natural Resources

Eric Linsley, FCC Region 1 700 MHz Regional Planning Committee

Jon Lord, AL Association of Fire Chiefs

Ben Venable, AL Department of Finance/ISD

Joey Moffett, AL Association of Volunteer Fire Departments

Michael Stokes, AL Department of Transportation

Chauncey Wood, AL Association of Rescue Squads

Mac Gibson, AL Alcohol Beverage Control Board

Chris Tate, Lee County EMA

Also in attendance

Kevin Wright, ALEA Deputy Secretary

Ryan Burchnell, ALEA CSO

William Filmore, ALEA Governmental Affairs

Toni Ferguson, Recording Secretary

Curtis Nail, ALEA Project Manager

James Wright

Terry Johnson

Larry Fisher

Michael Job

Brian Peacock

Richard Ranson

Danny Hester
Kevin Dodd
Ashley Cook, ALEA Communications
Chuck McKinley
MG Perry G. Smith
Scott Pilgreen
Angie Moffett
Lamar Woodham
Rick Burke, Televate
Susan Durrence
David Butts
N. Gunter Guy, Jr.
Chuck Sykes
Jim Miller
Colin McWay
Adam Polk
Demetree J. Collins, ALEA Communications
Frank Barnett
Ben Roe
Mark Drinkard
Dan Jackson
Brad Smith
John Goff
Jordan Holt
Clay Whitehead, Motorola
James Patterson
Michael Smith
Ben Mullins
Kathy Johnson
John Macclean

Welcome and Call to Order

Secretary Stabler called the meeting to order. Mr. Art Faulkner led the group in a prayer followed by Mr. Chauncey Wood leading the group for the Pledge of Allegiance to the Flag of the United States. Following the pledge, the roll was called and a quorum was determined to be present.

Approval of Minutes

Secretary Stabler asked members to review the minutes of the previous meeting dated April 5, 2016. Mr. Chauncey Wood made a motion to approve the minutes. Mr. George Grabryan seconded the motion. The April 5, 2016 minutes were unanimously approved upon review and recorded.

New Business

Secretary Stabler welcomed everyone to the AFRWC meeting and began with the introduction of the newly appointed SPOC, Ryan Burchnell.

Mr. Ryan Burchnell further explained his knowledge and background while acknowledging his support of the AFRWC. He went on to inform the Commission that transparency is of the utmost importance and that contact information will be updated as soon as possible so that Commission members may be informed and up to date on Commission topics, progress and future endeavors.

Mr. Burchnell moved on with the topic of Personnel Updates and explained the AFRWC now has two new employees assisting with the Commission and FirstNet projects. Ms. Toni Ferguson was introduced as the FirstNet Program Manager and AFRWC Commission Manager and Parliamentarian. Ms. Jackie Stephens was also introduced as the new Administrative Assistant with 100% of her time devoted to SLIGP and AFRWC projects.

Mr. Burchnell moved on with the topic of electing a permanent Chair for the Commission at which time he explained that three nominations were received: a nomination for Secretary Stan Stabler, a nomination for Mr. James Patterson, and a nomination for Mr. Art Faulkner. It was deemed that Mr. James Patterson was ineligible for nomination due to his recent retirement. Mr. Art Faulkner addressed the Commission and withdrew his name from the nomination pool citing that he does not have the additional time to devote to the needs of the AFRWC.

Mr. Art Faulkner motioned to accept Secretary Stan Stabler as Chair of the AFRWC. Mr. Chauncey Wood seconded the motion. The motion was carried with favor.

Mr. Chauncey Wood posed the question of whether or not the Commission would elect a Vice-Chair. Chairman Stabler stated that the discussion of electing a Vice-Chair would be open to nominations. Mr. Art Faulkner motioned to elect Mr. Jon Lord as Vice-Chair of the AFRWC. Mr. Chauncey Wood seconded the motion. The motion was carried with favor.

Mr. Burchnell reported that by virtue of Act 2013-330, the AFRWC could potentially elect a Secretary and Treasurer to assist with administrative and financial projects. Mr. Art Faulkner asked if Ms. Toni Ferguson would be available to take minutes at each Commission meeting. Mr. Chauncey Wood motioned to elect Ms. Toni Ferguson as Recording Secretary and Parliamentarian of the AFRWC. Sheriff Derrick Cunningham seconded the motion. The motion was carried with favor.

Mr. Art Faulkner questioned whether or not the AFRWC needed a Treasurer and suggested that the topic be tabled and discussed at the next AFRWC meeting.

Mr. Jon Lord requested that a copy of the AFRWC Bylaws be distributed electronically to the Commission members.

Mr. Burchnell continued with his SPOC update. He informed the commission that he attended the APCO Conference recently and that FirstNet should be announcing their carrier partner by November 1, 2016. Once this announcement has been made, State Plans may be expected by April 30, 2017. Once received, the Governor will have 90 days to opt-in, opt-out, or stay. It was mentioned that the AFRWC should start a sub-committee to assist in the consideration of the FirstNet option and provide the Governor recommendations surrounding this decision.

Mr. Art Faulkner asked if it would be possible for the Commission to receive an executive summary on the AFRWC responsibilities for FirstNet as well as an overview of the FirstNet project and what the commission's goals are. Mr. Burchnell stated that an educational packet shall be authored and sent out once complete.

During the Governance consultation update, Mr. Burchnell stated that this meeting will comprise of a 1-1 ½ hour presentation. Mr. Jon Lord asked if the meeting could be offered as a webinar. The availability of this option will be researched.

Mr. Curtis Nail provided the commission with a Consultation Task Team (CTT) update regarding public safety feedback. Mr. Ernie Blair stated that he does not see the FirstNet option as replacing LMR communications. Mr. Nail agreed and stated that in the beginning, FirstNet will be a data only network. Documentation regarding the CTT meeting in Atlanta, GA was provided to Commissioners in their respective notebooks.

Mr. Burchnell began the budget update by reiterating that ALEA is in no way benefitting from the SLIGP grant. ALEA is investing in a project and all salaries associated with the SLIGP project have been considered "match." It was discovered upon audit and review that an issue with an employee and their salary was incorrectly linked to the SLIGP grant. ALEA has since fixed the issue and informed SLIGP representatives of the issue. Should anyone want to see the letter to SLIGP regarding this matter, it may be provided by Ms. Toni Ferguson upon request.

Ms. Jennifer Holman referred the commissioners to their budget handout and explained that the total award amount, match amount and balance information presented was current as of July 31, 2016. Mr. Chauncey Wood inquired about whether or not Mr. Curtis Nail's salary was contractual. Mr. Burchnell verified that Mr. Nail's salary was, in fact, contractual. Mr. Burchnell also informed the commission that they have been

considered working with Auburn University Montgomery along with Televate as contractors. Currently Televate is working on the Governance Consultation.

Mr. Burchnell stated that quarterly meetings of the AFRWC would be held in February, May, August and November. It was also stated that the SLIGP grant allows ALEA to reimburse travel for commissioners attending these meetings at a rate of \$75.00 per day. Any commissioner interested or in need of reimbursement should contact Ms. Toni Ferguson to get information on the process.

Mr. Chauncey Wood asked if any money left unused in the SLIGP grant award would have to be returned to the Federal Government. Mr. Burchnell stated that any money unused, by February 28, 2017, in the grant would have to be returned. Mr. Burchnell also offered to meet anyone who may be interested in more detailed budgetary information at a later time.

Mr. Rick Burke began discussing the Phase II data collection being performed by Televate. Also the program had slowed, the timeframe for data collection is back on track. Mr. Burke stated that there are currently three known vendors competing for the FirstNet carrier award and that the announcement regarding who the contractor will be is expected by November 1, 2016.

Mr. Burke explained that the state should be prepared to receive the electronic FirstNet plan no later than May 1, 2017. Televate has completed the data survey and would like to send it out to our stakeholders as soon as possible. Along with the data survey, census information will be used to obtain as much information as possible to aid in the research and consideration of the FirstNet option. The stakeholder's survey will be available on the AFRWC website with the goal of survey completion by September 15, 2016.

Mr. Art Faulkner asked if it were possible and appropriate to send the survey to everyone. His example was that he has 43 agencies working with the EMA and their input could be valuable as well. Mr. Burchnell stated that sending the survey to everyone would be appropriate as we are wanting to gather as much data as possible.

Mr. Burke stated that Televate will continue to collect data until the state plan is available and that updated contact information for stakeholders would be needed.

Mr. Jim Miller stated that the sense of urgency for the commission to be engaged is important and that having people present to assist is key. He requested that the next four meetings be scheduled and sent to commissioners in advance in order to ensure that there are limited conflicts in attendance. Mr. Miller also requested that any correspondence regarding the AFRWC and the FirstNet option be forwarded to commissioners so that

they are fully prepared for the quarterly meetings. Mr. Burchnell asked that commissioners send any known calendar conflicts to Ms. Toni Ferguson for consideration and scheduling purposes.

Mr. Art Faulkner stated that not all commission members are emergency responder personnel roles. Due to this, Mr. Faulkner requested that each AFRWC meeting presentation be emailed to commissioners the week before each scheduled meeting so that they may have time to form any questions they may have and forward them for discussion. Mr. Burchnell agreed that this could be done.

Mr. Burchnell stated that no SLIGP funds may be utilized in the research of the opt-out option. Mr. Burchnell introduced Mr. William Filmore of ALEA and explained that Mr. Filmore would be assisting the AFRWC in obtaining information regarding the opt-out option by putting out an RFP under his name no later than September 15, 2016.

Mr. Jon Lord asked if spectrum had been previously considered. Mr. Burchnell explained that three options would be included in the RFP and contingent upon requirements of FirstNet.

Mr. Burchnell explained that by opting in, the state may or may not receive what is laid out in the state plan. Ms. Joanne Hale asked if there was any concern in obtaining a lack of information due to the three week deadline to collect data. Mr. Burchnell that we will provide enough specificity to meet the needs of the state.

Mr. Jim Miller asked if it were assumed that the FirstNet vendor would provide what the state needs. Mr. Burchnell stated that the answer to that question was unknown at this time. Mr. Faulkner stated that once we receive answers to the RFP, the AFRWC should compare that information to the FirstNet state plan for review and comment by commissioners.

A ten minute break was taken at 11:31 am and the AFRWC meeting reconvened at 11:42 am.

Mr. Ryan Burchnell passed out a proposed committee structure and explained that the subcommittees of the AFRWC would work on issues and report their findings and opinions to the commission during the regularly scheduled meetings. Mr. Chauncey Wood motioned to accept the proposed committee structure. Mr. Jon Lord seconded the motion. The motion was carried with favor.

Chairman Stabler introduced Mr. Jeb Hargrove, the newly appointed SWIC.

Mr. Art Faulkner stated that the way the AFRWC law was written, changes should be made. At the time the law was written, the ALEA consolidation had not occurred. Mr.

Faulkner went on to say that it was his opinion that the Interoperability Representative should not have a voting presence on the AFRWC.

Mr. Ryan Burchnell introduced Mr. Ron Brooks of Mutualink who gave an overview and presentation of Mutualink's capabilities.

Adjournment

Mr. Chauncey Wood motioned to adjourn the meeting. Sherriff Derrick Cunningham seconded the motion. Meeting was adjourned at 1:02 pm by Chairman Stabler. The next general meeting will be at 10:00 am on November 8, 2016, in the Alabama Law Enforcement Agency Board Room located at 201 South Union Street, Suite 300, Montgomery, AL 36104.

Minutes respectfully submitted by:

Toni L. Ferguson

Signed this ____ day of _____, 2016.

Approved by:

Chairman

Signed this ____ day of _____, 2016.