

NATIONWIDE PUBLIC SAFETY BROADBAND NETWORK (NPSBN)  
SUBCOMMITTEE MEETING

APRIL 20, 2016  
09:00 AM – 11:00 AM

WAUSHARA COUNTY SHERIFF'S OFFICE  
430 EAST DIVISION STREET, WAUTOMA, WI 54982

**MEETING MINUTES**

1. Meeting convened at 9:06 AM
2. Quorum was established. 6 official members present. Four in-person including Jeffrey Nett, Gerry Klein, Craig Sherven, and Angie Dickison. Corey Robinson and Kevin Fosso joined via teleconference.

Also present: Nominee Molly Boss (DOJ), Nominee Chief Todd Thomas (Appleton PD), Nominee Deputy Chief Victor Voss (Neenah-Menasha Fire Rescue), Tom Czaja, Jeff Stauber, Andrew Faust, Rick Lange, Mike Theis, and Jessica Jimenez. Gene Oldenburg joined via teleconference.

3. Review and Approval of December 02, 2015 Meeting Minutes.
  - A. There was a motion to approve by Klein. Motion seconded by Nett. Unanimous approval.
4. Old Business
  - A. FirstNet Update – Molly Boss**
    - 1) The FirstNet Requests for Proposal (RFP) were released January 13<sup>th</sup> and the newest deadline for RFP submissions is May 31<sup>st</sup>, 2016. It is unlikely that another extension for RFP submissions will be granted by FirstNet.
    - 2) The spring 2016 SPOC Meeting in Washington D.C. was held the week of April 11<sup>th</sup> and focused primarily on future consultation areas including an Executive Consultation Meeting and a Governance Body Meeting.
      - I. Executive Consultation Meeting: DOJ staff has been attempting to meet with liaisons from DOJ and DOA for executive consultation. A suggestion was made for DOJ staff to contact Cindy Polzin from the Governor's Office after the RFP deadline.
      - II. Governance Body Meeting: FirstNet expressed interest in meeting with the state Interoperability Council and subcommittees in the second half of 2016. There was a discussion on when this meeting might occur and since there is an IC Meeting on August 11<sup>th</sup>, it would be beneficial to hold this meeting with FirstNet after the August meeting. A location has not been set.
    - 3) FirstNet would like states to continue their work with outreach and education. They would also like states to start focusing on metropolitan areas and tribal outreach. The meeting between the FirstNet RICs and DOJ on April 18<sup>th</sup> determined the need to identify the metropolitan areas in Wisconsin and the subcommittee is encouraged to assist with this as well. There was an additional data collection deadline set for September 30<sup>th</sup>, 2016. This is

not a requirement for new data collection and will be discussed more thoroughly at the NPSBN Subcommittee Data Collection meeting in May.

- 4) The most recent PowerPoint slides on Consultation Task Teams (CTT) were distributed. These provide an updated timeline on major FirstNet milestones and information on the Quality of Service, Priority, and Preemption (QPP) CTT. The Subcommittee may assist with identifying subject matter experts to participate in the QPP CTT for FirstNet.
- 5) There was a lot of discussion at the SPOC Meeting about the FirstNet State Plans. FirstNet plans to create an online portal to include a private and public section to make information more easily accessible. States will have no direct influence over the draft state plans and are for review and explanation only. Any additional data that is collected must be submitted to FirstNet by September 30<sup>th</sup>, 2016 in order to be included in the state plan. Any ideas for data collection efforts will be addressed at the NPSBN Subcommittee Data Collection meeting in May. The final state plans will be delivered to each Governor on the same date/time via electronic format, while draft state plans may be delivered to each state at varying times.

#### **B. Other Old Business**

##### 1) Committee Memberships

I. There were two nominations for membership: Todd Thomas (Wisconsin Police Executive Group) and Victor Voss (Fire Service – Career Agency).

(a) Motion to accept nominations was made by Dickison. Motion seconded by Klein. Unanimous approval.

II. There was a recommendation to have Molly Boss replace Dennis Powers as the DOJ Representative.

(a) Motion to accept recommendation for Molly Boss to replace Dennis Powers was made by Klein. Motion seconded by Dickison. Unanimous approval.

III. There are still three membership vacancies that need to be filled:

- (a) Fire Service – Volunteer/Paid on Call
- (b) EMS Rep 1
- (c) EMS Rep 2

Gerry Klein and Angie Dickison have offered to reach out to someone from the Eau Claire/Chippewa County area as they have made a number of advances in their broadband system. Other suggestions on membership vacancies can be made to Gene Oldenburg or Molly Boss.

#### 5. New Business

##### **A. FirstNet Consultation Task Teams**

- 1) The intent of the FirstNet Consultation Task Teams (CTT) is to provide input and engage subject matter experts for Network operations and policies. The purpose of this first short-term CTT will be focused on Quality of Service, Priority and Preemption (QPP). FirstNet has asked that states potentially organize their CTT to include five subject matter experts to join in a webinar with FirstNet. More information on the CTT is included in the FirstNet PowerPoint slide and FAQ handouts. The subcommittee should provide suggestions for CTT membership by early May to be presented to the IC at their May 12<sup>th</sup> meeting.

##### **B. Region V Illinois Document**

- 1) This document was included in the meeting materials and is Illinois' interpretation of the FirstNet RFP. Region V has suggested that every state in the region draft a similar document to be submitted to FirstNet. It was recommended that members review this document and provide input on how the subcommittee wishes to proceed or respond to the document to be discussed at the next subcommittee meeting. Comments and suggestions should be directed towards Molly Boss.

6. Set Next Meeting Date:
  - A. The subcommittee plans to hold a separate meeting for data collection outside of the regular scheduled subcommittee meetings. This meeting will be held on May 23<sup>rd</sup> at 10 AM tentatively and will be hosted by Angie Dickison at the Public Service Commission Building. This meeting will also be available via teleconference/WebEx.
  - B. The next regular subcommittee meeting will be scheduled some time before the IC Meeting in August. The primary location will be determined at a later date and a Doodle poll will be sent to members.
  
7. Meeting Adjourned at 11:06 AM
  - A. Motion by Sherven. Motion seconded by Klein. Unanimous approval.

Respectfully Submitted,

Jessica Jimenez  
DOJ/DLES/CIB – Interoperability Unit