

Meeting Notes

Public Safety Radio Strategic Planning Committee (PSRSPC)

Thursday, November 15, 2007

8:30 to 9:45 p.m.

Governor's Office of Emergency Services / 3650 Schriever Ave. Mather, CA 96566

Meeting Purpose: Review and discuss Public Safety Interoperable Communications (PSIC) grant project proposals; Discuss 700 MHz spectrum allocations; Discuss remote radio site management and oversight; touch on 2008 PSRSPC Report to the Legislature (prior to full review session during the afternoon portion of the Joint PSRSPC/CalSIEC meeting).

Desired Outcomes: Finalized PSIC grant proposal; Next steps toward 700 MHz spectrum allocations, remote radio site management and 2008 PSRSPC Report to the Legislature.

Action Items:

1. PSIC project package was approved.
 2. State Departments/Agencies need to submit PSIC project proposals to Vinnie Buehler by 11/21/07.
 3. PSIC Grant will be a standing agenda item for the next two years as members need to be continually updated on the status of the projects.
 4. TWG members should work on the development of a matrix for equitable distribution of future funds in 2008.
 5. PSRSPC members to review and update governance as they begin work in 2008.
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I. Welcome and Call to Order

Meeting Facilitator Sarah Rubin, California State University, Sacramento, Center for Collaborative Policy, welcomed everyone to the meeting. After introductions Ms. Rubin reminded the group that they are on a very tight schedule due to the joint meeting of the PSRSPC and California Statewide Interoperability Executive Committee (CalSIEC) meeting that follows at 10:00 am.

II. Chair's Comments

Chief Deputy Director Frank McCarton, Governor's Office of Emergency Services (OES), thanked everyone for attending the meeting. He thanked staff for the tremendous amount of work that had been done since the group last met on the PPSPC 2008 Report to the Legislature and on the CalSCIP. And all that work has happened in the shadow of a couple of major disasters -- the southern California Wildfires and the San Francisco Oil Spill. Deputy Director McCarton then explained that the main focus of the current meeting was the Public Safety Interoperable Communications (PSIC) grant. He talked about the great opportunity the funds present to the state and the need for everyone to focus and work together during the very short morning session.

Finally, Deputy Director McCarton introduced Sam Williams, who will serve the CA-OES interoperability coordinator. Sam served for 34 years in the US Army culminating as a full Colonel and worked on various issues, including interoperability, in multiple war fronts. He has the Governor's and Director Renteria's full faith and support.

III. PSIC Project Proposal and Discussion

Vinnie Buehler, Governor’s Office of Homeland Security (OHS), introduced the PSIC project proposal brought forward by the PSRSPC Technical Working Group (TWG). He began by reviewing deadlines and considerations/restrictions of the grant. The State’s Investment Justification deadline is November 26; project concepts are due to OHS by no later than November 21. Mr. Buehler went through a PowerPoint presentation that reviewed the project proposal information that had also been forwarded to Executive members prior to the day’s meeting. (To view the full PowerPoint presentation go to: www.psrspc.ca.gov) He began with an overview of the PSIC grant award:

\$18,806,902	Total State Agency Award
\$ 2,821,035	State Administrative Agency Management & Administration of Grant
\$15,985,867	Balance
\$ 1,000,000	Comm Unit Leader Training (\$500,000) PSRSPC/CalSIEC Travel (\$500,000)
\$14,986,867	Balance for State Agency Projects

➤ **Result:** PSRSPC members supported the \$1,000,000 for Communications Unit Leader Training and PSRSPC/CalSIEC travel for PSIC funding.

Statewide State Agency Project Recommendations by TWG

- Statewide Communications Assets Survey & Mapping Tool (CASM) \$ 200,000
- Interoperability Field Operations Guide (IFOG) \$ 300,000
- 10 Year Strategic Plan for all PSRSPC members \$3,400,000
- Enhance Mutual Aid Infrastructure \$4,000,000
- Planning for Narrowbanding \$ 500,000
- OASIS \$2,600,000

➤ **Result:** PSRSPC members recommended these projects go forward for PSIC funding.

Next the group discussed two proposals that the TWG wanted Executives to consider.

- CalSCIP Governance
- Critical Operability

CalSCIP Governance

The proposal was for \$100,000 to evaluate and improve CalSCIP governance. If funded, the monies for this project would come out of critical operability funds. The group discussed this proposal extensively and decided against funding it.

➤ **Result:** PSRSPC members decided not to fund this project.

Critical Operability Proposals

Ms. Rubin reviewed the four proposals brought forward for discussion on how to spend the remaining \$3,985,867 on critically operability needs. The amount was derived from the remaining PSIC money after all other proposed projects. This amount could change, however, if proposed projects are funded by other sources (fully or partially). In summary the four proposals were:

- 1) Initial TWG Recommendation: 5% to all, balance distributed through DGS-TD Systems Service pro-rata percentages from FY 07/08.
- 2) 7% to all, balance to bolster statewide projects.
- 3) No critical operability funds to individual Departments/Agencies. Bolster existing statewide projects with remaining funds.
- 4) Distribute critical operability funds to individual projects; prioritize projects.

➤ **Result:** PSRSPC members decided to go with Proposal #1 (outlined below).

The following is a summary of proposal #1. This was the original proposal that TWG members recommended to the PSRSPC Executive -- 5% to all, balance distributed through DGS-TD Systems Service pro-rata percentages from FY 07/08.

DGS Systems Service Pro-Rate Rates 07/08	
Agency	Percentage
CHP	38.32%
OES	2.04%
CalFire	11.78%
CDCR	5.41%
F&G	0.96%
DOJ	0.96%
P&R	6.54%
DOT	31.19%
DWR	2.80%
EMSA	No percentage assigned
Military	No percentage assigned
DHS	No percentage assigned
DGS TD	
Check Sum Totals	100.00%

Critical Operability – Proposal 1					
Agency/ Department	Step 1: Everyone gets 5%		Step 2: Those above 5% (of DGS baseline percentages) get the prorated rest		Sum of Steps One and Two
CHP	5%	\$199,293	41.10%	\$573,342	\$772,636
OES	5%	\$199,293			\$199,293
CalFire	5%	\$199,293	12.63%	\$176,252	\$375,545
CDCR	5%	\$199,293	5.80%	\$80,944	\$280,238
F&G	5%	\$199,293			\$199,293
DOJ	5%	\$199,293			\$199,293
P&R	5%	\$199,293	7.01%	\$97,851	\$297,145
DOT	5%	\$199,293	33.45%	\$466,664	\$665,957
DWR	5%	\$199,293			\$199,293
EMSA	5%	\$199,293			\$199,293
Military	5%	\$199,293			\$199,293
DHS	5%	\$199,293			\$199,293
DGS TD	5%	\$199,293			\$199,293
Check Sum Totals	65%	\$2,590,814	100%	\$1,395,053	\$3,985,867

For more detail on the other three proposals, please visit the PSRSPC website to view the full PowerPoint presentation. As mentioned, there was extensive dialogue on all the proposals and highlights are found below.

Discussion (of all four proposals)

- Many members said that ideally, if there were no time constraints proposal four would be their first choice. But given the extremely tight deadline, all agreed that proposal four was not a realistic option. (Proposal four would distribute critical operability funds based on prioritized projects.) The members did want to revisit the issue in the future as there was consensus that having projects vetted and prioritized would be helpful (and dovetail with the ongoing GEOEC process).
- Proposal three would give no critical operability money to State agencies and departments, and would only use the money to bolster existing statewide projects.
 - It was pointed out, that this would discredit the PSRSPC in the eyes of the legislature because past PSRSPC Reports to the Legislature have placed such an enormous emphasis on the need for critical operability funds.
- Proposal two, which would divide the critical operability money between each agency at a rate of 7% with the remaining amount going towards 3 of the 7 previous discussed projects (10 Year Plan, Mutual Aid Infrastructure, Narrowbanding Planning), was articulated as being second best to proposal one (given the time constraints and the options presented to the group).
- One member of the PSRSPC pointed out the importance of focusing on funding for critical operability. In the last two PSRSPC Reports to the Legislature the PSRSPC has asked for funding for critical operability. It could be costly not to fund critical operability when the PSRSPC has a chance to fulfill this need. If the PSRSPC is not funding its most immediate needs, as stated in the Report to the Legislature, it will look bad in the eyes of the legislature.
- Another member articulated the need to focus on the 10-year Strategic Plan. There has to be very tight milestones associated with this plan when it is presented to the legislature. If the money is not spent, it cannot be kept. The projects that are currently on the table are very good projects. If agencies cannot provide funds to match the grant money, however, PSIC money will become useless.
- Additionally, it was mentioned that a CAD system would be very helpful for data sharing, and might be something that the PSRSPC will be able to use as a project.
- Given the difficulty in deciding how to spend the PSIC money in such a short time, the PSRSPC decided it would develop a matrix of some kind which would help in the future consideration of new available money.
- Further, members agreed it would be a good idea to revisit the PSRSPC charter (governance) at the start of 2008. Some members noted that it had been a while since it was updated and that the PSIC decision making process made this more clear.

Mr. Buehler reminded everyone that proposals for the PSIC projects should be: a 1-2 page outline that stipulates: what the project needs are; how the project addresses those needs; project costs; which portion of the project PSIC funds will pay for, if it required multiple phases of funding. Mr. Buehler highlighted the importance of providing as much detail as possible, while remaining concise.

IV. 700 MHz Spectrum Allocations

Due to the extended discussion on the PSIC proposal this topic was rescheduled for the PSRSPC's November 30 meeting.

V. Remote Radio Site Management & Oversight

Due to the extended discussion on the PSIC proposal this topic was rescheduled for the PSRSPC's November 30 meeting.

VI. 2008 PSRSPC Report to the Legislature

Julia Lee, CCP, quickly reminded members that the Report would be reviewed during the afternoon session of the Joint PSRSPC/CalSIEC meeting and encouraged all to be sure and review some of the key changes if they had not already. A number of members noted that their TWG members had reviewed the document with them.

VII. Future Meeting Dates

The next meeting of the PSRSPC Executive was confirmed for November 30, 2007.

VIII. Adjourn

The group adjourned to the conference room across the hall for the joint PSRSPC/CalSIEC meeting.

Attendance

Ken Chappelle—CDCR
Bonnie Sinz—EMSA
Donald Turos—CMD
Frank McCarton—OES
Sue Plantz—OES
Robert Samaan—OHS
Manuel Bergado—DPR
Ferdinand Milanes—DOT
Judith Christensen—OES
Sam Williams—OES
Steve Lindley—DOJ
Bill De Camp—DGS-TD
Tom Lawless—DHS/ICTAP
Samuel F. Bellow, Jr.—DGS-TD
Balbir Johl—DGS-TD
Angela Azevedo—CDCR
Sonny Fong—DWR
Erin Elder—SRA Touchstone Consulting Group

Materials Provided:

- Agenda
- PSRSPC Coordination Guidelines
- Ground Rules
- Gradients of Agreement
- Understanding FCC Narrowbanding Requirements
- Preliminary Draft Strategic Plan Outline
- Public Safety Interoperable Communications (PSIC) Grant—FOUR PROPOSALS FOR CONSIDERATION
- 11/9/07 Draft of 2008 PSRSPC Report to the Legislature

CCP Facilitation Team:

Sarah Rubin
Julia Lee
Tyler Block