

**FIRST RESPONDER NETWORK AUTHORITY  
MINUTES OF THE JUNE 30, 2016  
BOARD MEETING  
CHICAGO, IL**

On June 30, 2016, the First Responder Network Authority (FirstNet) held an open public meeting of the FirstNet Board. The meeting took place in Chicago, IL and began at 8:30 AM CST. The meeting was made available to the public via teleconference and webcast. A transcript of the meeting and the archived copy of the webcast can be found on the FirstNet website.

**BOARD MEETING**

FirstNet Board Chair Sue Swenson opened the meeting. She announced that she is pleased that FirstNet is on track with its request for proposal (RFP) evaluation, strategic roadmap and budget. FirstNet is reviewing its vendor bids, continuing outreach activity education, and preparing the FirstNet organization for the transition from planning mode to operation and execution mode. Ms. Swenson thanked everyone for their effort and continued support of FirstNet.

**New Board Members**

Chair Swenson introduced new FirstNet Board Member Amy Hess, a designee for the Department of Justice. Ms. Swenson said Ms. Hess is the Executive Assistant Director of the FBI Science and Technology Branch. Ms. Swenson also welcomed Karen Miller-Kuwana to the FirstNet team as the new Board Secretary, and added that she works directly with the CEO and FirstNet executive team.

**Roll Call:** Sue Swenson (Chair), Jeff Johnson (Vice Chair), Barry Boniface, Christopher Burbank, Kevin McGinnis, Neil Cox, Ed Horowitz, James Douglas, Ed Reynolds, Annise Parker, Teri Takai, Suzanne Spaulding, and Amy Hess. A quorum was present for the Board.

**Conflicts Statement and Reminder**

FirstNet Chief Executive Officer (CEO) Mike Poth reviewed the guidelines around the federal acquisition process. He reminded the Board that FirstNet has decided to follow the Federal Acquisition Regulation, Competition in Contract Act and Procurement Integrity Act in the nationwide public safety broadband security procurement. Mr. Poth said all FirstNet staff and Board members must maintain the confidentiality and integrity of the acquisition process.

The Board Secretary read the conflicts statement and asked for any recusals from the Board members. In response, all participating Board members indicated no conflicts of interest, and the meeting proceeded.

## *Votes Taken*

Chair Swenson stated that before proceeding with the business of the day, the Board needed to approve the minutes from the March combined Committee and Board meetings. Chair Swenson moved that the Board approve the minutes, there was a second, and the Board unanimously voted to approve the Board minutes from the previous Board meeting held on March 16, 2016.

## **MATTERS DISCUSSED**

Before introducing the featured speakers, Neil Cox spoke of the importance of holding the meeting in Chicago, where cellular service in the United States was launched in mid-1980s. Mr. Cox said the science behind cellular happened in Chicago first, and now, 35 years later, the city has the opportunity with this spectrum and network to make everybody's life better. Mr. Cox encouraged FirstNet to continue with its "think outside the box" mentality.

### *Illinois Emergency Management Agency*

Mr. Cox introduced Roger Heaton, Illinois Director of Public Safety. Mr. Heaton said Illinois is working to elevate the use of information technology systems, to expand information security capabilities, and to improve information sharing throughout public safety. He said that despite a historic budget situation, Illinois is committed to having a robust public safety system and that Illinois has an extraordinary relationship between public and private entities. Mr. Heaton said they have conducted outreach in 80 percent of Illinois counties and talked to more than 15,000 public safety officials. He added that they are sincere about bringing FirstNet to Illinois.

Donald Kauerauf, Illinois Terrorism Task Force Chairman, spoke about how FirstNet will be implemented in Illinois. He said that the states need a solid governance structure to link communications and avoid duplication, which is the biggest government challenge. He said FirstNet must, like Chicago, look at all first responders as partners. Mr. Kauerauf reviewed the key dates in Chicago's statewide interoperability and the state's leadership with interoperability. He stated that Illinois has a statewide interoperability board and a statewide coordinator and that in the governance of public safety communications, the tactical is easy but the strategy is hard. Mr. Kauerauf added that Illinois is among several states approved by the National Governors Association to test how states can combine governance structures to implement FirstNet. He noted that moving forward, the challenge will be to change state laws to open up governance structures and create a playing field that allows FirstNet to be a success.

## ***PSAC Update***

The Public Safety Advisor Committee (PSAC) Chair Chief Harlin McEwen reported that the PSAC has two task teams focused on Local Control and Identity and the other Credential and Access Management (ICAM) that will complete reports in August. He described the goals for each Task Team and acknowledged the members for their contributions.

Chief McEwen said the Early Builders Working Group is reporting to the PSAC on the early lessons they are learning as they go along, and added that Todd Early from Texas chairs that group.

Chief McEwen reported the Tribal Working Group is getting reorganized under a new chair. He also explained the group's key activities, focused on ensuring tribes are included in the State Plans.

Chief McEwen ended with a discussion of the PSAC Federal Working Group, which he expects to be stood up in August. He added that representatives from the U.S. Department of Homeland Security (DHS) and the U.S. Department of Justice (DOJ) will serve as the chair and vice chair of the group.

## ***Chicago Office of Emergency Management and Communications***

Mr. Cox spoke briefly about the issue of interoperability and the various emergencies that Illinois and Chicago's first responders have previously faced. Following this discussion, Mr. Cox introduced Alicia Tate-Nadeau, Executive Director of Chicago's Office of Emergency Management and Communications (OEMC). Mr. Cox noted that Ms. Tate-Nadeau recently made history as the first female in Illinois to be promoted to the position of General. Ms. Tate-Nadeau served in Iraq and was awarded the Bronze Star.

Ms. Tate-Nadeau began with the common theme that public safety is a unit where everyone has to work closely. She noted that her team works very closely with the state, and that they have a shared vision of interoperability between state and local sectors.

She and other Chicago officials gave statistics about the size and scope of public safety considerations in Chicago, which is the third largest city in the United States with 2.7 million residents and the second largest police and fire departments. The city receives five million 9-1-1 calls per year and hosts about 80 public events annually. One of the key aspects of the OEMC is that nationally, the OEMC is the only office of emergency management that includes the communications piece. Ms. Tate-Nadeau also detailed OEMC's operational areas, coordination centers, and equipment deployment.

Chicago Deputy Police Chief Jonathan Lewin, a strategic partner with OEMC, described current data capabilities. He said that in the future the department wants real-time video, and that they currently have Global Positioning System (GPS) tracking for calls for service in real time. Chief Lewin also said his department uses the Citizen and Law Enforcement Analysis and Reporting (CLEAR) System to automate everything from crime and gang tips and to calls and court dispositions. The CLEAR system includes 33,000 users in a vast database. He said much of the department's funding comes from federal and state grants, such as DHS and that his department is very much looking forward to FirstNet.

Dan Casey, the Chicago Police Department's head of mobile devices, said that DHS is supporting a long term evolution pilot with Motorola and Purdue University on the South Side of Chicago. He noted that the system has performed well, and added that this was an unprecedented resource for pushing a large amount of broadband to the officer in the vehicle on a handheld device. Mr. Casey stated that the system did have degradation along the edges, particularly with video, but he thought that this was because the department had only a single site. He said the department wanted to go citywide with all public safety and public works. Mr. Casey added that the department has had a good experience with communications technology, but upkeep and maintenance are challenging. Mr. Casey ended with a brief discussion of what Chicago can offer FirstNet in terms of the city's experience with a first responder only data network, experience with scale and a perfect testbed.

Alicia Tate-Nadeau said she appreciates being part of the FirstNet initiative and having the opportunity to speak at the Board meeting.

### ***Votes Taken***

The Board voted unanimously to approve the renewal of the Boulder, Colorado FirstNet lease and to approve the proposed amendments to the PSAC Charter.

### ***Consultation and Outreach Committee Updates***

Vice Chair Jeff Johnson started off by thanking those Board members that were leaders in the technology industry and instrumental in bringing the vision of FirstNet to public safety. Chief Johnson added that FirstNet is going to evolve public safety to a level that it has never had, and added that the capabilities of that sole mission-critical platform are going to be staggering. Chief Johnson continued by saying FirstNet is going to have hiccups now and then, but customer service is all about how you respond to fix it. He explained that the commitment to customer service is not a public or private thing, it is a cultural thing and an attitude thing.

Chief Johnson announced that FirstNet has selected Rich Reed to be its Chief Customer Officer and that the organization is focused on the network's public safety users.

Mr. Reed stated he understands how challenging it is going to be to deploy the network. He added that delivering the most focused service possible is going to be the key to FirstNet's long term success.

Mr. Reed then spoke of the recent SPOC meeting – the most successful meeting to date with over 300 attending from 55 states and territories and participation from six federal agencies and representatives from the Tribal Working Group. He said the State Plans team gave detailed information about how FirstNet will interact with states through the delivery of draft State Plans and final State Plans and received positive feedback from all.

Mr. Reed added that the current State Plans and Consultation activities are focused on understanding how decisions are made in each state and on delivering FirstNet's value proposition to each state governance body. He also discussed the State Plans development and delivery and said three task orders are planned after the November award based on the delivery of State Plans, delivery of the portals, and preparing for the core network. Mr. Reed also stressed that the Governors' decisions to opt-in or opt-out will provide FirstNet and our partner with a clearer understanding of how network deployment will occur nationwide.

Chief Johnson commented that it is important for FirstNet to stay focused on being flat, nimble, and quick and that as FirstNet evolves, the organization must remain committed to public safety. He added that even after the network is deployed, FirstNet must remain focused on the decades-long relationship because the network is always going to need improvements, more coverage and enhancements. Chief Johnson also said that rural coverage is important and that is why the legislation created benchmarks to ensure that rural areas are served.

Chief Johnson stressed that FirstNet is going to come up against things it has not anticipated and will have to react. He added that it is imperative to choose a partner who understands that environment. Chair Swenson commented that FirstNet should not underestimate the work ahead on State Plans and that Rich Reed has the Board's full support.

In response to a question from Mayor Annise Parker regarding FirstNet's engagement beyond the Governors' offices and decision-makers, Mr. Reed responded that FirstNet's consultations are focused currently on urban areas, but agreed that rural areas are important and that Chief Customer Office (CCO) is engaging with them as well. FirstNet President TJ Kennedy elaborated and described FirstNet's consultation with the stakeholders at the metro, city and county level.

### ***Finance Committee Update***

Governor James Douglas, Finance Committee Chair, started the update with a brief discussion of the renewal of the Boulder, CO lease and commended FirstNet for the development of the Five Year Strategic Plan and changes to the financial reporting process. He also noted that FirstNet

has presented its first quarterly financial report and plans to present a draft budget to the Finance Committee in the next month. The Finance Committee will present the budget to the Board for its consideration at the end of August.

Governor Douglas also said that as FirstNet moves to the status of independent, one positive change has been the strengthening of its internal controls and that as part of that process, FirstNet now has complete control of accounts payable. Governor Douglas thanked FirstNet Chief Financial Officer (CFO), Kim Farington, for her great work and leadership.

Ms. Farington gave an update of the current budget execution and stated that FirstNet is tracking very well on income and expenses for the year. She added that FirstNet's actual obligations as of May 31 are 93% compared to forecast and that actual expenses are 90% of budgeted expenses. She also said that her team is developing more formal guidance to streamline the budget process and that the budget will be presented to the Board for approval on August 26.

Ms. Farington stated that FirstNet is working on five-year strategic plan, which will focus on four strategic goals including partnerships, stakeholder engagement, innovation, and people and organization. She said this gives strategic direction after the contract award, and will link the plan to performance to ensure the entire organization is strategizing toward FirstNet's goals. She also said it will show whether the right resources are in place and ensure that there is no duplication across FirstNet programs.

Chair Swenson added that a lot will depend on who FirstNet's partner will be and that once the contract is awarded, the Board could certainly revisit the budget and make any appropriate adjustments. Further, Chair Swenson recommended that FirstNet plan to be lean, with the understanding that once the award is made, the budget can be adjusted. Ms. Farington confirmed that this was the process that FirstNet was following for its FY17 budget.

### ***Technology Committee Update***

Barry Boniface, Technology Committee Chair, thanked the Board for approving the Boulder lease and asked Jeff Bratcher, Chief Technology Officer (CTO), to speak to the \$300 million prize research and development program that he is working on with NIST/PSCR and the opportunity it provides to bring innovation to the technology side for first responders.

Mr. Bratcher said that the post-award period hinges a lot on network policies that are critical to those states that will chose to opt-out. He said the effort to develop network policies has been a cross-functional group, and FirstNet currently has a good set of initial network policies that can be finalized once FirstNet has a partner on board. Mr. Bratcher recognized that the network policies are living documents that will be updated as necessary.

Mr. Bratcher also expressed his appreciation for the lease approval and indicated that he is ready to hit the “go button” on the new lab. Mr. Bratcher added that FirstNet lab will focus on the trust but verify approach, and will work on validating the future partner’s solutions. Mr. Bratcher said that the goal is to create a strong development community to bring future applications to the network, and that there is a wealth of data that shows that the network will open up a whole new stream of applications development. Mr. Bratcher ended with a brief discussion of the research and development prize funding that NIST/PSCR received to “crowdsource” and accelerate industry development of key future public safety technologies.

### ***Governance and Personnel Committee and CEO Update***

FirstNet CEO Mike Poth discussed FirstNet’s evolution from a start-up to a public-private partnership. As part of this evolution, Mr. Poth referenced the appointment of Rich Reed as the Chief Customer Officer and announced the creation of the Network Program Office (NPO), led by Steve Fletcher. The NPO will be dedicated to working both day to day and state by state with FirstNet’s partners – including public safety users, the states, and FirstNet’s potential partner.

Mr. Poth explained that moving forward, FirstNet will finalize the organizational structure as it prepares for partnership. Mr. Poth reiterated that FirstNet is accountable and has a responsibility to public safety, the Board, and the federal government to be good stewards of its funds and the network and to ensure that the partner is successful and performs as promised under the contract. FirstNet will continue to work on its approach to governance and will focus on having the structures in place to move forward and be successful.

Chair Swenson emphasized that when you look at successful organizations, at the end of the day, when things get tough, it is the organization’s culture that keeps it together.

Mr. Poth closed with three takeaways: first, there is an evaluation underway and there is still a lot of work to be done; second, FirstNet is targeting a November award but FirstNet is not going to rush to judgment; and third, FirstNet will capitalize on the Board’s expertise as it moves forward to ensure a competitive and fair deal for public safety, FirstNet and the partner. The focus will be on positioning FirstNet for partnership and the network for deployment and adoption.

### **Board Adjourned**

The Board voted unanimously to adjourn the meeting.