

PUBLIC SAFETY ADVISORY COMMITTEE TO THE FIRST RESPONDER NETWORK AUTHORITY
MINUTES OF THE JUNE 1, 2015 PSAC MEETING
8:00 AM - 5:00 PM PDT

The Public Safety Advisory Committee (“PSAC” or “Committee”) to the First Responder Network Authority (“FirstNet”) convened on June 1, 2015, at 8:00 a.m. PDT to discuss the status of various PSAC activities and to obtain programmatic updates from FirstNet leadership and staff with respect to ongoing and future FirstNet activities.

CLOSED MEETING: INTRODUCTIONS, PSAC ROLL CALL, AND WELCOMING REMARKS

PSAC Chairman Chief Harlin McEwen opened the closed meeting by welcoming PSAC members and others in attendance. Thereafter, Chief McEwen conducted the roll call. See Appendix 1 for the PSAC membership attendance list. After the introductions and roll call, Chief McEwen and members of the FirstNet Board provided welcoming remarks.

Chief McEwen stated that today’s meeting reflected a new phase in the PSAC’s operations because a segment of the meeting would be open to the public for the first time. FirstNet Chair Sue Swenson echoed Chief McEwen’s sentiments. Thereafter, Chair Swenson elaborated that FirstNet’s forthcoming Request for Proposal for the Nationwide Public Safety Broadband Network (“NPSBN”) procurement required FirstNet’s strict adherence to federal procurement laws and regulations to maintain the integrity of the procurement. Lastly, FirstNet Board member Jeff Johnson expressed that the PSAC’s work is vital to the success of FirstNet’s programmatic operations.

CLOSED MEETING: FIRSTNET STRATEGIC ROADMAP UPDATE

FirstNet Acting Executive Director TJ Kennedy provided an update on FirstNet’s Strategic Roadmap. According to Mr. Kennedy, FirstNet has conducted thirty-one state consultations to date and recently held a State/Territory Single Point of Contact (“SPOC”) meeting in April of 2015. Mr. Kennedy also reflected upon FirstNet’s recently-held Industry Day that was attended by over 425 individuals from approximately 250 entities. Mr. Kennedy then explained that FirstNet has now issued three Public Notice and Comment documents that provide preliminary interpretations on the outer legal boundaries of certain provisions within FirstNet’s enabling legislation. Finally, Mr. Kennedy stated that FirstNet is working to finalize the RFP, which will be informed by FirstNet’s data collection efforts, consultations, and other sources.

CLOSED MEETING: PSAC ASSIGNMENT UPDATE AND DISCUSSION

User Equipment

FirstNet Support Contractor Dave Marutiak and Chief McEwen discussed the PSAC’s progress to date on the user equipment assignment. Chief McEwen stated that members of the Executive Committee (“EC”) have been tasked with completing this assignment. According to Mr. Marutiak, the EC currently is examining concepts centered upon “Mobile Communications Units” and “Bring Your Own Device.” Mr. Marutiak mentioned that the EC will continue to examine these concepts and related topics during upcoming teleconference calls as it works to complete the assignment.

Priority and Preemption

PSAC Priority and Preemption Task Team Chair Barry Fraser and FirstNet Director of Technology Planning and Development Brian Kassa discussed the PSAC’s progress to date on the priority and preemption assignment. Mr. Kassa stated that the task team met in Boulder in April of 2015 to discuss the assignment. According to Mr. Kassa, the task team developed several usage scenarios for the purpose of examining how public safety would utilize the network in such situations. Mr. Kassa expressed that the task team will continue to discuss these issues further as it works to complete the assignment.

Public Safety Grade

PSAC Public Safety Grade Task Team Chair Captain Chris Lombard and FirstNet Director of Radio Access Network Patrick Schwinghammer discussed the PSAC's progress to date on the public safety grade assignment. Mr. Schwinghammer stated that the task team met in Boulder in April of 2015 to discuss the assignment. According to Mr. Schwinghammer, the task team discussed and finalized initial critical infrastructure definitions for purposes of the assignment. Additionally, Mr. Schwinghammer identified the next steps in the assignment, which include the development of a prioritization methodology and geographic threat application framework. Mr. Schwinghammer noted that the task team will continue to discuss these issues further as it works to complete the assignment.

CLOSED MEETING: THIRD PUBLIC NOTICE

FirstNet Acting Chief Counsel Jason Karp and FirstNet Attorney-Advisor Eli Veenendaal discussed the content of FirstNet's Third Public Notice and Comment ("Third Notice"). According to Mr. Veenendaal, the First Public Notice and Comment ("First Notice") provided a preliminary interpretation and scope of the definition of "public safety entity" as found in FirstNet's enabling legislation. Mr. Veenendaal explained that the Third Notice revisited the scope of the initial preliminary interpretation of this definition. Notably, in the First Notice, FirstNet preliminarily concluded that if at least one individual in an organization performed public safety services, then the entire organization would qualify as a public safety entity. In the Third Notice, FirstNet refined its initial preliminary interpretation from the First Notice stating that only those individuals or subgroups within an organization (to include support personnel) who actually or were reasonably likely to perform public safety services would qualify as a public safety entity. In closing, Mr. Veenendaal mentioned that FirstNet intends to publish final interpretations on the issues covered in the Notices in the near future.

CLOSED MEETING: SPECIAL NOTICE AND DRAFT RFP DOCUMENTS

FirstNet Senior Program Manager for Operations James Mitchell, FirstNet Director of Outreach Amanda Hilliard, and the Contracting Officer for the NPSBN procurement, Terrie Callahan, solicited feedback from the PSAC regarding the Special Notice and draft RFP documents. Mr. Mitchell initiated the discussion by providing a high-level overview of the draft RFP documents and specific components therein. According to Mr. Mitchell, feedback from the PSAC is critical to ensuring that the RFP reflects the best possible solution for public safety. Mr. Mitchell subsequently noted that the comment period for the Special Notice closes on July 27, 2015; thereafter, FirstNet will evaluate respondents' comments. Mr. Mitchell, Ms. Callahan, and Ms. Hilliard mentioned that FirstNet is examining how the Committee may advise the agency on RFP-related issues in a manner that comports with federal procurement and other laws.

CLOSED MEETING: DATA COLLECTION AND USERS/COVERAGE OBJECTIVES

Director of State Plans Richard Reed and State Plans Technical Lead Brian Hobson discussed FirstNet's efforts to collect data from the states and territories. Mr. Hobson noted that FirstNet has developed a consistent, nationwide starting point to objectively identify public safety's coverage desires, which ultimately will be modified based on stakeholder input and feedback. To that end, Mr. Hobson explained that FirstNet is seeking the SPOCs' assistance in collecting data from the public safety communities in their states and territories on these topics: (1) coverage; (2) users and operational areas; (3) capacity planning; (4) current service providers/procurement; and (5) the state plan decision process. The goal of such efforts, according to Mr. Hobson, is to inform the RFP and the state plan development process. Mr. Hobson then stated that the inputs used to inform the acquisition are due to FirstNet on September 30, 2015.

CLOSED MEETING: APPROVAL OF MEETING MINUTES

Committee members reviewed the meeting minutes for the February 17, 2015, meeting. After discussion, upon a motion duly made and seconded, the following resolution was unanimously approved:

RESOLVED, that the meeting minutes from February 17, 2015, presented to, and attached hereto as Appendix 2, are hereby approved.

OPEN MEETING: PSAC ACTIVITY UPDATE

PSAC Chairman Chief Harlin McEwen opened the meeting by welcoming PSAC members and others in attendance. Chief McEwen mentioned that the meeting would consist of four presentations that covered current PSAC activities.

Tribal Working Group (“TWG”)

Chief McEwen introduced FirstNet Tribal Working Group Chair Richard Broncheau. Mr. Broncheau explained that the objective of the TWG is to provide advice to the PSAC on topics related to tribal outreach and education; such efforts may include social media, in-person visits, and email communications, among other things. According to Mr. Broncheau, the TWG held four meetings (3 via conference call and 1 in person) in 2015 and participated in the SPOC meeting on April 15, 2015.

Early Builder Working Group (“EBWG”)

Chief McEwen introduced FirstNet Early Builder Working Group Chair Darryl Ackley. Mr. Ackley initiated the discussion by providing a historical background regarding the early builder projects. According to Mr. Ackley, the EBWG’s current charge is to provide regular updates to the PSAC related to key lessons learned from the early builder projects. Mr. Ackley also stated that the EBWG has developed a mission statement and Standard Operating Procedures.

PSAC Assignments

For an overview of the specific topics discussed during this session, please see the discussion above on pages 1-2 entitled “PSAC Assignment Update and Discussion.”

Appendix 1: PSAC Membership Attendance List for the June 1, 2015 Meeting

ORGANIZATION	PSAC REP	In Attendance?
American Association of State Highway & Transportation Officials	Paul Steinman	X
Association of Public-Safety Communications Officials-International	Brent Lee	X
American Public Works Association	Philip Mann	X
Forestry Conservation Communications Association	Chief Paul Leary	X
Governors Homeland Security Advisors Council	Jimmy Gianato	X
InterAgency Board	Capt. Christopher Lombard	X
International Association of Chiefs of Police	Chief Harlin McEwen	X
International Association of Emergency Managers	Joseph Sastre	X
International Association of Fire Chiefs	Chief Gary McCarraher	X
International City/County Management Association	Mark Ryckman	Excused
International Municipal Signal Association	Paul Szoc	X
Major Cities (Police) Chiefs Association	Scott Edson	X
Major County Sheriffs' Association	Mel Maier	X
Metro Chiefs	Chief Niles Ford	X
National Association of Counties	Len Humphries	X
National Association of Emergency Medical Technicians	Don Lundy	X
National Association of Regional Councils	Steve Cassano	Excused
National Association of State Chief Information Officers	Darryl Ackley	X
National Association of State EMS Officials	Paul Patrick	X
National Association of State 9-1-1 Administrators	Richard Taylor	X
National Association of State Technology Directors	Charlie Sasser	X
National Association of Telecommunications Officers & Advisors	Barry Fraser	X
National Congress of American Indians	Richard Broncheau	X
National Criminal Justice Association	John Sweeney	X

National Council of State Legislatures	Daniel Eaton	Excused
National Council of Statewide Interoperability Coordinators	Michael Varney	X
National Emergency Management Association	Jeff Stern	Excused
National EMS Management Association	Jonathan Olson	X
National Emergency Number Association	Trey Forgety	X
National Governors Association	Vacant	N/A
National League of Cities	Tony Anderson	X
National Public Safety Telecommunications Council	Chief Douglas Aiken	X
National Sheriffs' Association	Sheriff Larry Amerson	Excused
SEARCH, National Consortium of Justice Information Statistics	Michael Jacobson	X
U.S. Conference of Mayors	Tom Sorley	X
SAFECOM EC Member	Steven Proctor	X
Police Non-Management Responder	James Mann	Did Not Attend
Police Non-Management Responder	Rory Neslund	X
Fire Non-Management Responder	Captain Mike Worrell	X
FirstNet	Vicki Lee	X
Guests	Name	In Attendance?
FirstNet	Jeff Bratcher	X
FirstNet Support	Ethan Brinkman-Hansen	X
FirstNet	Dave Buchanan	X
FirstNet	Chris Burbank	X
FirstNet Support	Terrie Callahan	X
FirstNet	Mary Campanola	X
FirstNet	Natasha Coates	X
FirstNet	Jim Douglas	X
FirstNet Support	Qumars Eghaneyan	X
FirstNet	Mark Golaszewski	X
FirstNet	Doug Harder	X

FirstNet	Amanda Hilliard	X
FirstNet	Brian Hobson	X
FirstNet	Jeff Johnson	X
FirstNet	Jason Karp	X
FirstNet	Brian Kassa	X
FirstNet	TJ Kennedy	X
FirstNet Support	Dave Marutiak	X
FirstNet	Kevin McGinnis	X
PSCR	Tracy McElvaney	X
FirstNet Support	David Mitchell	X
FirstNet	James Mitchell	X
PSCR	Dereck Orr	X
FirstNet	Richard Reed	X
FirstNet	Patrick Schwinghammer	X
FirstNet	Rich Stanek	X
FirstNet	Sue Swenson	X
FirstNet	Pete Tomczak	X
FirstNet	Eli Veenendaal	X
FirstNet	Glenn Zimmerman	X

Appendix 2: PSAC Meeting Minutes for the February 17, 2015 Meeting

The Public Safety Advisory Committee (“PSAC” or “Committee”) to the First Responder Network Authority (“FirstNet”) convened on February 17, 2015, at 4:00 p.m. EST via webinar/teleconference to discuss the status of various PSAC activities and to obtain programmatic updates from FirstNet staff with respect to ongoing and future FirstNet activities.

WELCOME, ROLL CALL, AND ESTABLISHMENT OF QUORUM

PSAC Chairman Chief Harlin McEwen opened the meeting by welcoming PSAC members and others in attendance. Thereafter, Chief McEwen conducted the roll call. See Appendix 1 for the PSAC membership attendance list.

PSAC MEMBER APPOINTMENTS

Chief McEwen explained that most of the PSAC membership is up for reappointment in February of 2015. As such, FirstNet intends to contact each organization’s leadership point of contact to obtain a recommendation on who FirstNet should appoint to serve on the PSAC for the February 2015 through February 2017 term. Chief McEwen further explained that the PSAC Executive Committee will consult with FirstNet in the future to determine whether the charter may be amended to provide for staggered membership terms.

FIRSTNET UPDATE WITH Q&A

Amanda Hilliard, FirstNet’s Director of Outreach, provided Committee members with an update on the status of various FirstNet activities. According to Ms. Hilliard, FirstNet has achieved certain milestones in its Strategic Roadmap, including the initiation of formal consultations with the states and territories. With regard to consultations, Ms. Hilliard stated that FirstNet has received 46 of 56 consultation checklists from the states and territories and that FirstNet intends to collect additional information from the state Single Points of Contact (SPOCs) to further inform its programmatic operations. Ms. Hilliard also provided the Committee with a high-level summary of results from FirstNet’s Public Notice and Comment and Request for Information, both of which were published in September of 2014. Ms. Hilliard concluded by providing an update on the Outreach division’s hiring efforts. Committee members asked questions such as when FirstNet would fill various vacancies in the Outreach division, and Ms. Hilliard provided responses.

FIRSTNET ASSIGNMENTS STATUS

Chief McEwen explained that FirstNet recently assigned the PSAC to provide feedback on priority and preemption and public safety grade matters. The PSAC formed two task teams to complete the assignments according to Chief McEwen.

Federal PSAC member Victoria Lee discussed the priority and preemption assignment and Patrick Schwinghammer, FirstNet’s Director of Radio Access Network, discussed the public safety grade assignment. Ms. Lee and Mr. Schwinghammer explained that FirstNet’s Office of the Chief Technical Officer is finalizing deliverables on priority and preemption and public safety grade that the PSAC task teams will be asked to comment upon. According to Ms. Lee, FirstNet will hold a kick-off call for the task teams in the near future during which FirstNet will discuss the assignments in greater detail.

EARLY BUILDERS AND TRIBAL WORKING GROUPS UPDATE

Darryl Ackley, PSAC member and Chair of the PSAC Early Builders Working Group (“EBWG”), stated that the EBWG met via teleconference on several occasions, and that the group’s main objective is to examine lessons learned from early builder communities. Mr. Ackley also mentioned that the EBWG has proposed to the PSAC Executive Committee that it be allowed to continue indefinitely as a working group of the PSAC. Chief McEwen then provided an update on the status of the Tribal Working Group (“TWG”). According to Chief McEwen, the TWG will meet for the first time on February 22, 2015, in Washington, D.C.

MEETING MINUTES FOR THE DECEMBER 2, 2014, PSAC MEETING

Committee members reviewed the meeting minutes for the December 2, 2014, PSAC meeting. After discussion, upon a motion duly made and seconded, the following resolution was unanimously approved:

RESOLVED, that the meeting minutes from December 2, 2014, presented to, and attached hereto as Appendix 2 are hereby approved.

CLOSING

Chief McEwen told Committee members that the next in-person PSAC meeting will be held on June 1, 2015, in San Diego, California. According to Chief McEwen, a segment of the meeting will be open to the public. Chief McEwen then explained that the FirstNet Board meeting and Public Safety Communications Research workshop also will be held during the same week in San Diego, California. Chief McEwen thanked the PSAC members and others for participating in the webinar/teleconference.

PSAC Membership Attendance List for the February 17, 2015 Meeting

ORGANIZATION	PSAC REP	In Attendance?
American Association of State Highway & Transportation Officials	Paul Steinman	Excused
Association of Public-Safety Communications Officials-International	Brent Lee	Excused
American Public Works Association	Philip Mann	X
Forestry Conservation Communications Association	Chief Paul Leary	X
Governors Homeland Security Advisors Council	Jimmy Gianato	Absent
InterAgency Board	Lt. Christopher Lombard	X
International Association of Chiefs of Police	Chief Harlin McEwen	X
International Association of Emergency Managers	Joseph Sastre	X
International Association of Fire Chiefs	Chief Gary McCarraher	Absent
International City/County Management Association	Mark Ryckman	X
International Municipal Signal Association	Paul Szoc	Absent
Major Cities (Police) Chiefs Association	Patrick Neville	X
Major County Sheriffs' Association	Mel Maier	X
Metro Chiefs	Chief Niles Ford	X
National Association of Counties	Timothy Loewenstein	X
National Assoc. of Emergency Medical Technicians	Don Lundy	X
National Association of Regional Councils	Steve Cassano	X
National Assoc. of State Chief Information Officers	Darryl Ackley	X
National Assoc. of State EMS Officials	Paul Patrick	X
National Association of State 9-1-1 Administrators	Richard Taylor	X
National Association of State Technology Directors	Charlie Sasser	X
National Association of Telecommunications Officers & Advisors	Barry Fraser	X
National Congress of American Indians	Richard Broncheau	Absent
National Criminal Justice Association	John Sweeney	Excused

National Council of State Legislatures	Daniel Eaton	X
National Council of Statewide Interoperability Coordinators	Michael Varney	X
National Emergency Management Association	Glenn Cannon	Absent
National EMS Management Association	Jonathan Olson	Absent
National Emergency Number Association	Trey Forgety	Absent
National Governors Association	Thomas MacLellan	X
National League of Cities	Vacant	N/A
National Public Safety Telecommunications Council	Chief Douglas Aiken	Excused
National Sheriffs' Association	Sheriff Larry Amerson	X
National Consortium of Justice Information Statistics	Vacant	N/A
U.S. Conference of Mayors	Tom Sorley	X
SAFECOM EC Member	Steven Proctor	Excused
Police Non-Management Responder	James Mann	X
Police Non-Management Responder	Rory Neslund	X
Fire Non-Management Responder	Captain Mike Worrell	X
FirstNet	Vicki Lee	X
Guests		
FirstNet	Sue Swenson	X
FirstNet	Jeff Johnson	X
FirstNet	TJ Kennedy	X
FirstNet	Amanda Hilliard	X
FirstNet	Jeff Bratcher	X
FirstNet	Patrick Schwinghammer	X
FirstNet	Natasha Coates	X
DHS/OEC	Ken Bradley	X