

PUBLIC SAFETY ADVISORY COMMITTEE TO THE FIRST RESPONDER NETWORK AUTHORITY  
**MINUTES OF THE SEPTEMBER 22, 2015 PSAC MEETING**  
Webinar/Teleconference · 3:00 PM – 4:30 PM EDT

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The Public Safety Advisory Committee (“PSAC” or “Committee”) to the First Responder Network Authority (“FirstNet”) convened on September 22, 2015, at 3:00 p.m. EDT 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.

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**WELCOME, ROLL CALL, ESTABLISHMENT OF QUORUM, AND APPROVAL OF JUNE 2015 MEETING MINUTES**

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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. Committee members subsequently reviewed the meeting minutes for the June 1, 2015, meeting. After discussion, upon a motion duly made and seconded, the following resolution was unanimously approved:

RESOLVED, that the meeting minutes from June 1, 2015, presented to, and attached hereto as Appendix 2, are hereby approved.

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**GENERAL ANNOUNCEMENTS**

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Chief McEwen explained that there were new member associations to the PSAC, as well as organizational representative changes. Chief McEwen then provided an overview of the upcoming meetings for the PSAC and FirstNet including FirstNet Committee and Board meetings on October 1-2, 2015, in Reston, Virginia; the single point of contact (“SPOC”) meeting on October 7-8, 2015, in Westminster, Colorado; and the PSAC meeting on December 9-10, 2015, in Houston, Texas.

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**FIRSTNET UPDATE**

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Amanda Hilliard, FirstNet’s Director of Outreach, provided Committee members with an update on the status of various FirstNet activities including state and territory consultations. Ms. Hilliard shared that FirstNet has participated in 50 state and territory consultations, with an additional 5 consultations scheduled prior to the end of 2015. According to Ms. Hilliard, state and territory consultations are an opportunity to encourage participation in the data collection process, which concludes on September 30, 2015. Ms. Hilliard also reviewed the stakeholder engagements FirstNet most recently participated in, and highlighted the expanded outreach planned to associations. Ms. Hilliard concluded her remarks with a reminder about the PSAC Executive Committee (“EC”) meeting and FirstNet Board and Committee meetings the following week.

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**PSAC ASSIGNMENTS UPDATE**

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**Priority and Preemption**

Barry Fraser, Chair of the Priority and Preemption (“P&P”) task team, provided an update on the status of the P&P assignment. Mr. Fraser began with details on the usage patterns and scenarios the task team has created, and how the usage patterns and scenarios were used to develop tangible use cases. According to Mr. Fraser, the task team established an access and applications prioritization framework that examines types of users to develop profiles that best determine network access.

### **Public Safety Grade**

Captain Chris Lombard, Chair of the Public Safety Grade (“PSG”) task team, provided an update on the status of the PSG assignment. Captain Lombard relayed that the task team continued its work on critical asset layers. Captain Lombard also noted that the PSG is still determining how best to integrate geographic hazards into the analysis.

### **User Equipment**

Chief McEwen provided a status update on behalf of the User Equipment (“UE”) task team. Chief McEwen stated that upon receiving a topic and 10 pertinent design issues from FirstNet’s Office of the Chief Technical Officer (“CTO”), the task team discusses and provides answers before addressing the next topic. Currently, the UE task team has provided feedback regarding eleven aspects of FirstNet’s device ecosystem according to Chief McEwen.

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## **EARLY BUILDER AND TRIBAL WORKING GROUPS UPDATE**

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### **Early Builder Working Group**

PSAC Member and Chair of the Early Builder Working Group (“EBWG”), Darryl Ackley, updated the Committee on the activities of the EBWG. Mr. Ackley discussed the forthcoming expiration of funding from the Broadband Technology Opportunities Program; identified the main objectives of the five early builder communities; and provided an update on the progress of each community.

### **Tribal Working Group**

PSAC member and Tribal Working Group (“TWG”) Chair, Richard Broncheau, explained the recent efforts of the TWG, including the article published on September 3, 2015, in *Indian Country Today* that encouraged data collection from tribes. Mr. Broncheau then explained that TWG members will be attending the SPOC meeting in Westminster, Colorado, in October to lead several breakout sessions.

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## **CLOSING**

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Chief McEwen thanked the PSAC, FirstNet Board, and staff members for participating in the webinar/teleconference.

**Appendix 1: PSAC Membership Attendance List for the September 22, 2015 Meeting**

		<b>ORGANIZATION</b>	<b>PSAC REP</b>	<b>ATTENDANCE?</b>
1	<b>AASHTO</b>	American Association of State Highway & Transportation Officials	Paul J. Steinman	YES
2	<b>APCO</b>	Association of Public-Safety Communications Officials-International	Brent Lee	YES
3	<b>APWA</b>	American Public Works Association	Philip R. Mann	NO
4	<b>FCCA</b>	Forestry Conservation Communications Association	Lloyd Mitchell	YES
5	<b>GHSAC</b>	Governors Homeland Security Advisors Council	Guy Cameron	NO
6	<b>IAB</b>	InterAgency Board	Captain Christopher Lombard	YES
7	<b>IACP</b>	International Association of Chiefs of Police	Chief Harlin McEwen	YES
8	<b>IAEM</b>	International Association of Emergency Managers	Joseph R. Sastre	YES
9	<b>IAFC</b>	International Association of Fire Chiefs	Chief Gary McCarraher	YES
10	<b>ICMA</b>	International City/County Management Association	Mark L. Ryckman	YES
11	<b>IMSA</b>	International Municipal Signal Association	Paul Szoc	NO
12	<b>MCC</b>	Major Cities (Police) Chiefs Association	Chief Scott Edson	NO
13	<b>MCSA</b>	Major County Sheriffs' Association	Mel Maier	YES
14	<b>METRO CHIEFS</b>	Metropolitan Fire Chiefs Association	Chief Niles R. Ford	YES
15	<b>NACO</b>	National Association of Counties	Len Humphries	NO
16	<b>NAEMT</b>	National Assoc. of Emergency Medical Technicians	Don Lundy	NO
17	<b>NARC</b>	National Association of Regional Councils	Steve Cassano	NO
18	<b>NASCIO</b>	National Assoc. of State Chief Information Officers	Darryl Ackley	YES
19	<b>NAEMSO</b>	National Assoc. of State EMS Officials	Paul R. Patrick	YES
20	<b>NASNA</b>	National Association of State 9-1-1 Administrators	Richard Taylor	YES
21	<b>NASTD</b>	National Association of State Technology Directors	Charlie Sasser	YES
22	<b>NATOA</b>	National Association of Telecommunications Officers & Advisors	Barry Fraser	YES
23	<b>NCAI</b>	National Congress of American Indians	Richard D. Broncheau	YES
24	<b>NCJA</b>	National Criminal Justice Association	John M. Sweeney	YES
25	<b>NCSL</b>	National Council of State Legislatures	Daniel A. Eaton	NO
26	<b>NCSWIC</b>	National Council of Statewide Interoperability Coordinators	Michael Varney	YES
27	<b>NEMA</b>	National Emergency Management Association	Jeff Stern	NO
28	<b>NEMSMA</b>	National EMS Management Association	Jonathan Olson	EXCUSED
29	<b>NENA</b>	National Emergency Number Association	Trey Forgety	YES
30	<b>NGA</b>	National Governors Association	Jimmy Gianato	NO
31	<b>NLC</b>	National League of Cities	Tony Anderson	NO
32	<b>NLETS</b>	The International Justice and Public Safety Network	Steve Correll	YES
33	<b>NPSTC</b>	National Public Safety Telecommunications Council	Chief Douglas Aiken	YES
34	<b>NSA</b>	National Sheriffs' Association	Sheriff Larry D. Amerson	YES
35	<b>NVFC</b>	National Volunteer Fire Council	C. Reid Vaughn	YES
36	<b>SEARCH</b>	National Consortium of Justice Information Statistics	Michael Jacobson	YES
37	<b>USCM</b>	U.S. Conference of Mayors	Tom Sorley	YES
38	<b>AT LARGE</b>	SAFECOM EC Member	Steven H. Proctor	NO
39	<b>AT LARGE</b>	Police Non-Management Responder	James N. Mann	EXCUSED
40	<b>AT LARGE</b>	Police Non-Management Responder	Vacant	NOT APPLICABLE
41	<b>AT LARGE</b>	Fire Non-Management Responder	Division Chief Mike Worrell	YES
42	<b>FEDERAL</b>	FirstNet	Vicki Lee	YES

### **Guests and Staff Support**

<b>NAME</b>	<b>ORGANIZATION</b>
Mike Poth	FirstNet CEO
TJ Kennedy	FirstNet President
Sue Swenson	FirstNet Chairman
Jeff Johnson	FirstNet Vice Chairman
Kevin McGinnis	FirstNet Board Member
Rich Stanek	FirstNet Board Member
Amanda Hilliard	FirstNet Outreach
Natasha Coates	FirstNet Attorney
Kevin Green	FirstNet Attorney
Pat Schwinghammer	FirstNet Technical Team
Dave Marutak	FirstNet Contractor
Yancy Edwards	FirstNet PSAC Contractor Support

### **Appendix 2: PSAC Meeting Minutes for the June 1, 2015 Meeting**

PUBLIC SAFETY ADVISORY COMMITTEE TO THE FIRST RESPONDER NETWORK AUTHORITY

## MINUTES OF THE JUNE 1, 2015 PSAC MEETING

San Diego, California · 8:00 AM - 5:00 PM PST

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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.

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

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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.

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### CLOSED MEETING: FIRSTNET STRATEGIC ROADMAP UPDATE

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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.

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### CLOSED MEETING: PSAC ASSIGNMENT UPDATE AND DISCUSSION

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#### **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.

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#### **CLOSED MEETING: THIRD PUBLIC NOTICE**

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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.

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#### **CLOSED MEETING: SPECIAL NOTICE AND DRAFT RFP DOCUMENTS**

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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.

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#### **CLOSED MEETING: DATA COLLECTION AND USERS/COVERAGE OBJECTIVES**

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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.

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**CLOSED MEETING: APPROVAL OF MEETING MINUTES**

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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.

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**OPEN MEETING: PSAC ACTIVITY UPDATE**

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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.”

**PSAC Membership Attendance List for the June 1, 2015 Meeting**

ORGANIZATION	PSAC REP	In Attendance?
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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	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	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
<b>Guests</b>	<b>Name</b>	<b>In Attendance?</b>
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