Nebraska Regional Interoperability Network (NRIN) Board

August 2, 2016; 10:00 AM CDT; 9:00 AM MDT
Business Meeting
Buffalo County EOC
1500 Central Ave.
Kearney, NE 68847

I. **Roll Call – Confirmation of Quorum** –11 of 14 Directors attending exceeds the 8 (majority) required for a quorum. *Note: Tim Hofbauer joined the meeting at 10:06 AM CST.*

PET Region	Director Name	Attendance
Panhandle	Nan Gould	X
	Vacant	
Southwest	Roger Powell	X
	Vacant	
North Central	Caleb Johnson	X
	Kevin Hood	
South Central	Chip Volcek	X
	Jon Rosenlund	X
East Central	Shelly Holzerland	X
	Tim Hofbauer	X
Northeast	Brian Kesting	X
	Kevin Mackeprang	X
Southeast	Brad Eisenhauer	X
	Carla Jones	X
NEMA (Ex-Officio)	Sue Krogman	X
OCIO (Ex-Officio)	Tracy Rocole	X
NPPD (Ex-Officio)	Matt Schnell	
Tri-County (Ex-Officio)	Phil Brazelton	X

Others in attendance: Mark DeKraai, Janell Walther, and Quinn Lewandowski

II. **Open Meetings Law information – verification of public notice, availability of copy of law in the meeting location - NEB. REV. STAT. §§ 84-1407 through 84-1414 (1999, Cum. Supp. 2006, Supp. 2007)**

The Vice Chair, Chip Volcek, called the meeting to order at 10:01 AM Central Daylight Time. Vice Chairman Volcek verified public notice and availability of copy of law in the meeting location – NEB. REV. STAT. §§ 84-1407 THROUGH 84-1414 (1999, Cum. Supp. 2006, Supp. 2007)

III. **Review and Approval of Meeting Minutes -**

Nan Gould made a motion to approve the meeting minutes from June 28, 2016. Caleb Johnson seconded this motion; the motion passed by unanimous acclamation vote with no abstaining votes and no dissensions. Chair, Tim Hofbauer was absent at the time of this vote.

- **Yea:** Gould, Powell, Johnson, Volcek, Rosenlund, Holzerland, Kesting, Mackeprang, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

IV. **Review of Agenda**

Caleb Johnson made a motion to approve the agenda for the meeting. Shelly Holzerland seconded this motion; the motion passed by unanimous acclamation vote with no abstaining votes and no dissensions. Chair, Tim Hofbauer was absent at the time of this vote.

- **Yea:** Gould, Powell, Johnson, Volcek, Rosenlund, Holzerland, Kesting, Mackeprang, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

V. **Update and discussion on NRIN build-out – Sue Krogman**

Work is currently being done in the Southeast Region to check on the connections from Beatrice back to Crete. As soon as they get the KUTT tower figured out it will form another ring along in the Southeast Region. There will be connection all the way up to Arbor Road. Sue will be meeting with Chip and Jon to talk about the South Central Region. There are plans for a corridor from Hebron to Alma, with at least one tower built along the area likely near Red Cloud. Cornerstone is working on line of sights and a structural analysis of the Atlanta NET tower in Southwest/South Central area. The Nebraska Public Power District (NPPD) is allowing the network to hook into their fiber that McCook to Alma to Beaver City to North Platte. Sue will also have a meeting with Furnas County to talk about Arapahoe Telephone Company on

hooking in to get to Curtis. Cornerstone also completed a line of sight between the KUSO tower in Northeast to several different points.

VI. Update on Southwest and Panhandle Directors election process

The University of Nebraska Public Policy Center (UNPPC) will carry out the election process to fill the two vacancies on the NRIN board in the Panhandle and Southwest Regions.

VII. Action Item - NRIN Policies

a. QOS

Quality of Service on the Nebraska Regional Interoperable Network shall be as stated below. It is understood that as the network is utilized that bandwidth allowances to each level may be changed to accommodate increased or decreased use. It is understood the routing and network management will have highest priority by default.

Level 1 – Life Safety. This level is reserved for data to include voice, video, and or data related to 911 telephony equipment and critical emergency related radio traffic. Because of our partnership with public power districts within Nebraska, low bandwidth utility equipment switching will also be included in this level.

Level 2 – Video and VOIP. This level will include any traffic that would suffer intelligibly for voice or video conference. This could include video court, day-to-day radio over IP traffic, or videoconference.

Level 3-Data. This level will include data that is not critical and is not time sensitive. This could include database backup/update, and normal data related to computer communications. Initially this level would utilize the balance of bandwidth.

i. Vote to Adopt

Brian Eisenhauer made a motion to adopt the NRIN Quality of Service policy. Carla Jones seconded this motion; the motion passed by unanimous acclamation vote with no abstaining votes and no dissensions. Policy was signed by Chairman Hofbauer and Vice-Chair Volcek.

- **Yea:** Gould, Powell, Johnson, Volcek, Rosenlund, Holzerland, Hofbauer, Kesting, Mackeprang, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

b. NRIN Use Approval

All requests for use of the Nebraska Regional Interoperability Network (NRIN) will be made in writing to the NRIN Governing Board. The NRIN Board shall act on all use requests at scheduled meetings, placed on the agenda as an action item. The NRIN Board shall vote to approve or not approve use requests under current bylaws and document the decision through meeting minutes. An NRIN Officer

shall communicate the decision of the NRIN Board to the requester in a timely manner.

    i. Vote to Adopt
Roger Powell made a motion to adopt the NRIN Use Approval policy. Brian Kesting seconded this motion; the motion passed by unanimous acclamation vote with no abstaining votes and no dissensions. Policy was signed by Chairman Hofbauer and Vice-Chair Volcek.
- **Yea:** Gould, Powell, Johnson, Volcek, Rosenlund, Holzerland, Hofbauer, Kesting, Mackeprang, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

    ii. Related to use approval policy. It was proposed by Tim Hofbauer to ask all users of the NRIN system to complete a form on what they are using the network for, etc. The Office of the Chief Information Officer (OCIO), UNPPC, and Technical committee will develop what to include on the form. All new members that request to use the system will also fill out that form.

        1. Vote to Adopt
Jon Rosenlund made a motion to develop a NRIN Use Form that all users of the NRIN system will be required to fill out. Shelly Holzerland seconded this motion; the motion passed by unanimous acclamation vote with no abstaining votes and no dissensions. Policy was signed by Chairman Hofbauer and Vice-Chair Volcek.
- **Yea:** Gould, Powell, Johnson, Volcek, Rosenlund, Holzerland, Hofbauer, Kesting, Mackeprang, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

VIII. Using NRIN for Text to 911 Services – Tim Hofbauer
Jim Shimpaugh from Mission Critical Partners (MCP) is supporting the Nebraska Public Service Commission (PSC) in reviewing a request for providing Text-to-9-1-1 services. Captain Todd Thalken made a request to the PSC for funding of these types of services for Columbus, Platte County and the region in which they participate.

A challenge that MCP has encountered is the Technical Control Centers (TCCs) that the Federal Communications Commission (FCC) chose to provide secure Text-to-9-1-1 for PSAPs desire to use Multiprotocol Label Switching (MPLS) networks for delivering these secure text to PSAPs and for rural PSAPs this has shown to be expensive for rural PSAPs. In speaking with Tracy Rocole, it may be technically

feasible for an MPLS connection to be made to network with NRIN providing the last mile. In addition, text traffic is relatively low volume with small pieces of information, which means that two MPLS circuits to the NRIN network could potentially provide redundant Text-to-9-1-1 to multiple Public Safety Answering Points (PSAPs), allowing the cost per PSAP be significantly lower than each PSAP acquiring their own MPLS circuit, or even a less desirable and less reliable Virtual Private Network (VPN) over Internet Protocol (IP) circuit.

   a. Tim will talk to Jim and have him come to a meeting to lay out the plans and answer anyone's questions.

IX.   NIRMA Insurance discussion

Chip talked to Larry Pelan from NIRMA. Larry unfortunately could not make the meeting, but will try to make it to the next meeting. Chip Volcek recommended that this item remain of the agenda for the next meeting.

X.   NRIN Subcommittees

  a. Subcommittee Updates

     i. Finance

The Sub-committe is trying to find a fair and equitable way of having a fixed cost per PSAP as well as a variable cost. Will have to look to the technical committee for what realistically will be the costs including the cost for maintenance, monitoring, maintenance and equipment replacement, as well as cost offsets and user fees. Refining the formula to break down costs to where it is a palatable cost to the PSAPs. After that is completed, will have to look to the outreach committee to find a way to help the PSAPs understand the value of the service.

     ii. Technical

The Technical committee talked about service level agreements (SLAs) and came to an agreement that they would like to have a statewide monitoring and management SLA in place. The OCIO has a draft one and the Technical committee is going through it with a fine tooth comb. The subcommittee is determining what to put out to bid to these entities. Putting that together and forming the Request for Proposal (RFP) or Request for Information (RFI). The technical committee will go through it step by step. Level of coverage and figuring out everything that will drive the cost.

The technical committee discussed the development of the user form. The form should contain:

    a. Typical Information Collection – who, what, where

b. Point of Contact (POC) in relation to NRIN for the user or county
c. What the network is being used for: life safety, pass through, mutual aid base stations, environmental monitoring, video, etc.

   iii. **Policy/Administration/Outreach**
1. Interlocal – Shelly is working to get at least one state opinion on whether an entity other than a county can sign an interlocal (i.e. Region 26, etc.)
2. Marketing – Janell, Chip, and Shelly will be looking at the materials on the website. Developing information for all knowledge levels on NRIN.
3. Need to know if the Finance committee will do a cost benefit analysis. Will need to eventually need to market the NRIN system. August 23rd at 1:00 PM the UNPPC will host a Policy Subcommittee Meeting. Finding out on what level the insurance premium can be paid (statewide, by region, or by county).

XI. **Next steps**
a. **Next Meeting**
   i. Friday, September 16th, 2016 at 10:00 AM in the Buffalo County EOC
b. **Sub-Committees will coordinate amongst their members if they wish to meet before September 16th.**
c. **Chip will invite NIRMA to the Governance Board Meetings to present on NIRMA insurance**
d. **Tim will invite Jim Shimpaugh from Mission Critical Partners (MCP) to the next meeting**
e. **Tim will invite radio/router people to the next meeting to discuss use of the equipment and expected service life**
f. **The UNPPC will solicit nominations for the two board vacancies and set up elections**
g. **The UNPPC will do another doodle poll for a November meeting**

XII. **Comments and adjourn**
a. **Member Comments**
There were no additional member comments.

b. **Public Comments**
No public comments were made.

c. **Adjourn**
Tim Hofbauer adjourned the meeting at 1:45 PM CST