

Nebraska Regional Interoperability Network (NRIN) Board

March 24, 2017; 10:00 AM CDT; 9:00 AM MDT

Business Meeting
Buffalo County EOC
1500 Central Ave.
Kearney, NE 68847

I. Call to Order- Confirmation of Quorum- 8 of 14 Directors attending meets the 8 (majority) required for a quorum.

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

Others in attendance: Tony Bertino, Heidi Gillespie, Jordan Lambrecht, Quinn Lewandowski, Troy Portal, Robert Tubbs, and Vanessa Zobeck

A. 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)

Chip Volcek called the meeting to order at 10:00 AM Central Daylight Time and 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)

B. Review and Approval of Meeting Minutes

Caleb Johnson made a motion to approve the meeting minutes. Carla Jones seconded this motion; the motion passed by unanimous vote with no abstaining votes and no dissensions.

- **Yea:** Gould, Johnson, Hood, Volcek, Holzerland, Hofbauer, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

C. Review of Agenda

Caleb Johnson made a motion to approve the meeting agenda. Shelly Holzerland seconded this motion; the motion passed by unanimous vote with no abstaining votes and no dissensions.

- **Yea:** Gould, Johnson, Hood, Volcek, Holzerland, Hofbauer, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

II. Subcommittee Meetings

A. Finance

No finance meeting today.

B. Technical

No technical meeting today.

C. Policy/Administration/Outreach

No policy/administration meeting today.

III. Report Back from Subcommittees

A. Finance

The Finance committee met with NACO. A decision needs to be made on whose name will be on the account. Tim, Chip, Leslie, and Larry are currently on the account. Leslie's and Larry's names are on the account because they are in Lincoln, so it is much more convenient for either of them to go to the Lincoln bank and sign a document rather than requiring someone to travel from Kearney or Columbus. Currently, checks require a single signature; the group agreed to change this so two signatures are required.

Chip questions if a limit should be put on the amount. The current policy is that all three executive committee members have to approve an amount. Caleb motioned to require two signatures and approval from the executive committee. Kevin seconds this motion; the motion passed by unanimous vote with no abstaining votes and no dissensions. Caleb will contact NACO and request them to make the above changes.

- **Yea:** Gould, Johnson, Hood, Volcek, Holzerland, Hofbauer, Eisenhauer, and Jones
- **Nay:** None
- **Abstentions:** None

NACO has the group FID and requires payment of \$147.00 for this service. There is currently no interest on the balance. South Central region will pay this fee and will be reimbursed.

The NRIN Board discussed insurance coverage options. There was discussion regarding whether each member is covered through NIRMA. Caleb will contact NIRMA to verify coverage for the Board members and, if not covered as a Board member, he will obtain a quote. Each Board member is tasked to check on their unique coverage scenario and report back for the next Board meeting.

B. Technical

The Technical Committee is still working on an agreement with OCIO. A proposal and a dollar amount has been received and is under review.

C. Policy/Administration/Outreach

There is no update from the Policy/Administration/Outreach Committee.

IV. Presentations and Discussion

A. Pixel Bakery – NRIN Outreach and Educational Video

The founders of Pixel Bakery, Tony Bertino and Jordan Lambrecht, joined the meeting today to explain the purpose of their partnership with NRIN. They are creating an animated video which can be used to present the concept and benefit of NRIN to County Boards. The use of animation in the video can help explain functions of NRIN that are not tangible such as radio signals, microwaves, etc. The video should be used as a companion to in-person presentations. Pixel Bakery will also provide pamphlets to accompany the video and presentations.

The following discussion topics will be utilized during the creation of the video:

- i. What is NRIN?
 1. Nebraska Regional Interoperability Network is a redundant wireless, microwave network for public safety. It connects through the 911 centers across Nebraska and offers beneficial service across the state. For example: (include NRIN map showing towers and connections with the borders of the PET regions/counties)
- ii. What benefit is it for my county?
 1. NRIN eliminates telephone servers, towers, and lines (clarify the meaning of “lines”) using VOIP (Voice over Internet Protocol).
 2. NRIN Allows for data sharing between county’s law enforcement departments and record management systems. This data sharing allows for cost sharing, reduces turnaround time, serves as radio communication (ROIP) in the field, and is on a private, secured network. The NRIN network takes priority for bandwidth and can be backed up from any other participating county across the state. (Create illustration showing broadband capacity). There is no data retention on the network due to privacy issues; storage is at the county level.
 3. While using NRIN, there is no centralized data center. The services are not tied to any outside commercial services.
 4. NRIN has had several successful implementations: Perkins County connects to Keith County with NRIN. East Central and Southeast Regions are on the NRIN Network. Omaha into Pottawattamie County is the model for NRIN.
 5. NRIN can be used as 911 redundancy and back-up.
 6. NRIN allows for 911 equipment sharing; this process would allow the county to replace radio repeaters and reduce coverage issues. ROIP (Radio over Internet Protocol) NRIN provides a digital link between the station and the repeater which will save tower rent or phone line costs. Trunk lines are eliminated with NRIN.
 7. NRIN success examples:
 - I> Text to 911: Jon Rosenlund and Neil Miller
 - II> Provide a list of field experts for interviews on details and testimonials to Pixel Bakery.

- iii. What does it cost?
 - 1. Thus far, Homeland Security grants have funded the build out of the project since its inception in 2008. Once the project is complete, it is expected that those using the network will support ongoing monitoring and maintenance of the network – roughly \$2,000 - \$4,000 annually.
 - 2. Equipment is already purchased and is ready for installation.
 - 3. The more counties who use NRIN, the lower the cost.
- iv. Does it save money?
 - 1. There are many examples of cost savings on NRIN:
 - I> Nebraska State Patrol using NRIN for teletype will create cost savings because it will be utilized statewide.
 - II> Service Sharing
 - III> Centralized Data
 - IV> Minimized use of outside, commercial services
- v. Items for the NRIN Board to determine prior to Pixel Bakery completion:
 - 1. The actual cost of installation, maintenance, and sustainability of NRIN to the county.
- vi. Completion timeline:
 - 1. June 30th draft review. Final presentation by August 1st. Presentations to counties should start in September to County Boards who have budgets due on October 1st.

B. NACO – Conference call to speak on legal counsel

Caleb will call NACO and schedule a conference call with counsel which will be held during the next meeting. The conversation will be related to liability and legal representation for the NRIN Board.

V. Updates and Discussion Items

A. Updates on NRIN Uses

i. Update on discussions with Nebraska State Patrol regarding use of NRIN for teletype – Sue Krogman and Tim Hofbauer

Sue talked with Pam who gathered information about NRIN and will run it by NCIS to see if there is enough to cover their security systems. NRIN is giving them transport line. The State Patrol wants to review the devices to ensure proper security. This was discussed at NPSCC (Nebraska Public Safety Communications Committee) and there were no disagreements.

ii. Update on negotiations with NPPD on two proposals – Tim Hofbauer

The meetings are not yet scheduled.

iii. Update on Hall County as text-to-911 pilot – Jon Rosenlund

This is not yet installed. There are no updates.

iv. Nebraska Department of Roads use of NRIN update – Sue Krogman

The NE Department of Roads is working on a layout of where they want cameras in the Southwest area. Once this is complete, they will send Sue the information and will begin the NRIN installation process. They are progressing slowly and funding has become an issue.

v. Regional Points of Contact (POCs) for NRIN in each region

This will be a contact list of people who work with NRIN regularly and are familiar with the problems of the network. It will include contractors, technical contacts, equipment repair/reboot, radioshop contacts, etc. Quinn will email the Board with the details and they will reply with contact information; Quinn will compile the list. Tim has the tower site contacts. The final list will be provided to OCIO and the regions.

vi. *Standing Legal Counsel (Liability, interlocal, and other legal issues)*

This topic will be discussed during the next meeting.

vii. *Update on other regional or state uses – All*

There was discussion regarding the process for adding new counties to NRIN. The Board would like to review each proposal prior to connection. Quinn will add the NRIN Use Approval policy topic as an agenda item and will have a standing agenda item for approval/deny requests.

B. *Update on NRIN Build-Out – Sue Krogman*

Cornerstone is working with Cass County and their new 800Mghz system. They will be finishing the Southeast area soon. Approval was given for a tower between Fairbury and Beatrice.

i. *Tower MOUs – Sue Krogman*

The Tower MOUs are finished. Some of the MOUs state the local government is responsible for electricity and some do not; this varies from region to region. All county MOUs state the county is responsible for insurance.

ii. *Event to connect east to west – Sue Krogman*

Once Cornerstone finishes testing for the eastern areas, the connection from east to west will be publicized in a promotion.

iii. *Panhandle – Nan Gould*

Tim, Sue, Carla, and Heidi are going to the Panhandle to speak with the County Board about the benefits and usage of NRIN. The PET MOU did not approve funding for the Pixel Bakery video.

iv. *Southwest – Roger Powell*

This region was not present at the meeting but the MOU approved funding for the Pixel Bakery video. The counties voted not to merge with South Central region.

v. *North Central – Caleb Johnson & Kevin Hood*

The NRIN Map doesn't show the connection from Blaine to Rock up through Brown County. They asked for two towers during the Investment Justification Workshop. Brown County does not have the funding to contribute to the towers. They currently have a tower lease and this is not sustainable. The system from CenturyLink was installed this week in Custer County. The region will MOU funds for the Pixel Bakery video.

vi. *South Central – Chip Volcek & Jon Rosenlund*

Chip will determine if NRIN funds can pay for insurance coverage in the event that the current coverage doesn't cover the Board. There is a personal land owner who wants to host a tower on her land; Alma and Nan will send Chip a copy of their existing tower lease contract for reference. Build-out is on hold until other regions are completed.

vii. Southeast – Carla Jones & Brad Eisenhauer

KUTT Tower granted permission for use. The region has not yet approved MOU for the Pixel Bakery video; Chip will contact the Chairman to discuss funding.

viii. East Central – Shelly Holzerland & Tim Hofbauer

The East Central region will MOU \$2,000 for the Pixel Bakery video. The KSOU tower by Madison is going to reconsider helping to build out the North part of the ring. Platte County signed papers to go on SRS and will be a user this summer. EC911 system is operating reliably.

ix. Northeast – Brian Kesting & Kevin Mackeprang

The Northeast Region will MOU for the video. There are no other updates at this time.

x. Tri-County - Phil Brazelton

Phil was not present at this meeting. Sue and Shelly talked with Tri-County since the last meeting and they are willing to have a connection which will be installed after Cass County is completed.

C. Other Updates and Discussion

i. NRIN Board Vacancy Update

Heidi's region is interested in having her join the Board once again. There are no bylaws addressing this specific scenario. Mark will send the Interlocal Agreement to the board for review but a bylaw or policy needs to be developed to address a reinstatement of a prior Board member. The Interlocal Agreement states that there will be a developmental committee; a conference call was scheduled with the Policy/Developmental Committee to discuss this update to the bylaws.

ii. Update on NACO as fiscal agent – Tim Hofbauer and Chip Volcek

If the Board receives \$10,000 - \$12,000 in MOU funds and the video is less than this amount, the balance will move to NACO to pay outstanding bills.

iii. Update on Service Level Agreement – OCIO

The Technical Committee is working with OCIO on the contract.

iv. Development of User Fee Scale for NRIN based on SRS model – OCIO/All

The Technical Committee should discuss total capacity and whether or not billing based on MB is feasible. Tim is going to acquire a quote sheet from OCIO to assist with setting up billing amounts either by usage or a participation fee (or potentially both). Usage will be inconsistent across the network which will make billing by MB less viable.

v. Follow up on equipment buy-back and other issues – Sue Krogman and Tim Hofbauer

Juniper has provided a sheet with equipment replacement prices and they are working on a permanent upgrade (every 5 year) cost sheet. This information could be ready by the next meeting.

vi. *Open Meeting Laws and ZOOM*

Quinn investigated the use of Zoom in an Open Meeting. If a Board Member attends via Zoom, it will count as one of the meetings. Only half of the meetings can be broadcasted via videoconferencing. However, the bylaws allow Zoom to be opened to the public and allow other participation. As long as a voting member is not on Zoom, it does not count as one of the meetings. Two meetings have had voting members attend via Zoom so far this fiscal year.

vii. *Other updates from regions or state agencies*

No other updates at this time.

VI. *Executive Session (if needed)*

No Executive Session needed at this time.

VII. *Comments and adjourn*

A. *Next steps and agenda for next meeting*

i. **Next meeting** -- May 5, 2017 at 10:00 AM CDT in the Buffalo County EOC in Kearney, NE.

ii. **Agenda items to add**

1. Presentations from Sue's team (Dept of Roads, Juniper, State Patrol).
2. NACO – Conference call to speak on legal counsel.
3. NRIN Use Approval Policy

I> Standing agenda item for review of proposals and approve/deny process.

B. *Member Comments*

NRIN will have a booth for free at the NAEM (Nebraska Association of Emergency Management) Conference.

The Board needs to address billing for Tracy's time and other service areas that don't have SLAs. Chip will email Sue for specifics on billing and will inform all fiscal agents by region that NEMA says this is billable for NRIN monies and OCIO or Platte Valley (or other service providers) will invoice for the time.

C. *Public Comments*

No public comments were made.

D. *Adjourn*

Chip Volcek adjourned the meeting at 2:00 PM CDT.