

Nebraska Regional Interoperability Network (NRIN) Board

October 13, 2017; 10:00 AM CDT; 9:00 AM MDT

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

I. *Call to Order*

A. **Roll Call and Confirmation of Quorum**- 11 of 14 Directors attending meets the 8 (majority) required for a quorum. 9 Directors attended in person and 2 Directors attended on Videoconferencing.

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

Others in attendance: Dave Sankey, Robert Tubbs, Mark DeKraai, Quinn Lewandowski, Vanessa Zobeck

B. **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 Central Time and verified public notice and availability of copy of law in the meeting location.

C. **Review and Approval of Meeting Minutes**

Jon Rosenlund made a motion to approve the meeting minutes. Nan Gould seconded this motion; the motion passed by unanimous vote with no abstaining votes and no dissensions.

- **Yea:** Gould, Gillespie, Powell, Myers, Johnson, Beland, Volcek, Rosenlund, Hofbauer, Kesting, Jones
- **Nay:** None
- **Abstentions:** None

D. Review of Agenda

The agenda was approved by consensus.

II. Subcommittee Meetings

A. Finance

- i. Research costs for trunk lines and carriers with each region. Obtain current PSAP call data.*

The NRIN Finance Subcommittee met for a 15 minute session. The report is listed below.

B. Technical

- i. Review the full Platte Valley Service Agreement and report back*

The NRIN Technical Subcommittee met for a 15 minute session. The report is listed below.

C. Policy/Administration/Outreach

The NRIN Policy/Administration/Outreach Subcommittee met for a 15 minute session. The report is listed below.

III. Report Back from Subcommittees

A. Finance

The Finance Subcommittee is capturing cost information on trunk line, phone, and internet charges for PSAPs. The cost tracking spreadsheet will continue to be updated with additional county charges as regional contacts supply the information.

The subcommittee has been in contact with the Public Service Commission to obtain updated numbers on call volume. Population numbers from 2015 data have been supplied. This will allow cost allocation models to be updated.

The subcommittee also intends to review tower cost estimates and make sure they are up-to-date.

B. Technical

The Technical Subcommittee has reviewed the Platte Valley Service Agreement. The funding that was requested at last year's Homeland Security Investment Justification process covers the maintenance cost; maintenance costs will need to be requested again this year.

C. Policy/Administration/Outreach

Quinn Lewandowski will work with the Policy/Administration/Outreach Subcommittee and Pixel Bakery to schedule a meeting. The initial video is due on October 31st.

NRIN has \$8500 to be allocated. Discussion on the distribution of these funds are pending. Chip Volcek recommended using the remaining funds to pay for Solar Winds integration into PSAPs.

IV. Action Items

A. NRIN Use Approval

There are no pending use approval requests.

B. Approval to use Cline Williams for legal representation on an as-needed basis

Cline Williams will charge about \$300 an hour and will be available for items that cannot be represented by County Attorneys. Cline Williams is interested in the NRIN goals and would like to be involved as the legal representative. The fee was quoted over a verbal

conversation. Caleb Johnson and Mark DeKraai will contact them to inquire about retainer agreement.

Jon Rosenlund made a motion to initiate a proposal with Cline Williams for legal representation. Brian Kesting seconded the motion; the motion passed by unanimous vote with no abstaining votes and no dissensions.

- **Yea:** Gould, Gillespie, Powell, Myers, Johnson, Beland, Volcek, Rosenlund, Hofbauer, Kesting, Jones
- **Nay:** None
- **Abstentions:** None

V. *Updates and Discussion Items*

A. *Update and Discussion on NRIN Sustainment and Financing*

i. *Platte Valley service agreement discussion*

The Board needs to vote on implementation of Platte Valley as the maintenance provider. There was \$102,708 received from the Homeland Security Investment Justification grant for NRIN maintenance and monitoring. The grant amount will cover twice a year preventative maintenance. There was discussion and consensus to move forward with Platte Valley as the provider; formal voting will occur at the next meeting. Platte Valley and Cornerstone are the only two statewide providers for maintenance and NRIN has received a bid from both providers.

ii. *Monitoring and Maintenance Agreements – Technical Committee Recommendations*

The Solar Winds program will be integrated into the county PSAPs to monitor the network. The cost is \$100 per month per region for unlimited regional users. The total cost would be \$700 a month for the seven regions using NRIN.

Tracey Rocolle with OCIO sent Adams County a special contract but this is not consistent across regions. The OCIO attorney indicated that regions are not entities, so agreements have to be at the county level. The old Service Level Agreements (SLAs) will not be used.

The agreement with Platte Valley will not negate the agreement with OCIO. OCIO will still need to configure the routers and the regions will need to pay OCIO for this service. The OCIO charges cover management and usage of the network and not maintenance. The management fee for all seven regions will vary depending on the use of NRIN. The Southeast Region's cost to setup two routers was approximately \$3300. The Board discussed having the regions own this cost.

There is a delay at the OCIO in getting data on the link. Tim Hofbauer, Chip Volcek, and Carla Jones will create a letter with the details and send to Tracey Rocolle and will invite an OCIO representative to the NRIN Board meetings to encourage communication and participation.

iii. *Regional points of contact and process for monitoring outages – each region*

Carla Jones has a spreadsheet containing regional points of contact information and has submitted it to Sue Krogman. Southeast Region's contacts will be in Beatrice and Fairbury, Northeast Region's contacts will be in Wayne County. North Central Region's contacts will be in Ogallala and in Alma's dispatch. South Central Region's contacts will be in Kearney, Hastings, and Grand Island. Sue Krogman will

work with OCIO for one Solar Winds in each of the seven regions paid annually. Sue will go to each location to load the program and train the points of contacts. Chip Volcek suggested OCIO send one annual bill to the NRIN Board to cover all regions instead of separate bills to each region or county.

iv. ***Geocom discussion on connectivity prices and descriptions and potential consultation***

Stacen Gross presented his proposal to cover bandwidth fee research. Geocom is out of the consulting business and Stacen coordinates with Geocom from his own consulting services company. The current proposal covers time and materials but it can be proposed as a lump sum. The Board requested more details on the quote and a breakdown of the projected costs. The proposal should reflect costs for connectivity between each county's PSAP, analysis showing scenarios and fees for related services, and how much to charge based on competitive pricing. The pricing schedule needs to take into account all costs and should not be as expensive as commercial fees and should be a more stable amount and not fluctuate. The NRIN Board is aiming for 80% of market cost. Tim Hofbauer will coordinate the development of a more specific plan for Stacen Gross. The Technical Committee and Finance Committee will collaborate to provide more detailed information to Stacen Gross for the desired outcome.

v. ***Input from each region on current costs for connection – All***

Each region is submitting current connection costs to the Finance Committee for compilation.

vi. ***Fee schedule conversation – All***

The Technical Committee and Finance Committee will collaborate with Stacen Gross to develop a more detailed fee schedule consulting proposal.

vii. ***Replacement part costs – Cisco/Juniper Routers – Sue Krogman***

Juniper will come to an NRIN Board meeting and provide an alternative to Cisco's proposal. Sue will invite the Juniper representatives to the next meeting for their presentation. If Cisco is the accepted proposal, the agreement will run through the State of Nebraska. When NRIN was created, the contract stated that Juniper routers were required during the buildout process. OCIO will still be able to configure the routers if NRIN stays with Juniper.

viii. ***Investment Justification (IJ) process preparation discussion for presentation to NPSCC***

The NRIN Board decided to request amounts necessary to finish the buildout and to cover monitoring and maintenance. The 2017 IJ request was \$279,000 but the amount awarded was reduced to \$102,708, which was the amount for monitoring and maintenance. The Nebraska Public Safety Communications Committee (NPSCC) requested the priorities from the NRIN Board for buildout, monitoring and maintenance, lease and tower rents, and other costs. Currently, the tower and lease costs are paid for by the regions. The NRIN Board will require an annual award for monitoring, management, and maintenance from the Homeland Security grant. The amount should include the annual maintenance amount of \$23,700 for Platte Valley. An additional amount will be \$100 per month per region (a total of \$700 annually)

for monitoring on Solar Winds. Once the buildout is complete, the funding for this should come from a statewide fund, which will be collected and distributed by the NRIN Board. The Board estimates \$107,000 statewide for maintenance and \$12,000 for monitoring once buildout is complete. Equipment replacement statewide for the complete buildout is approximately \$407,000. The NRIN Board will request \$65,000 to cover replacement costs of three full sites. The total request for the 2018 Homeland Security grant will be \$109,000. Sue Krogman will provide additional estimates for the buildout and lease amounts to the NRIN Board at the next meeting.

ix. *NRIN Brochure Comments/Edits – All*

Quinn Lewandowski has a few changes he will send to Sue Krogman. Sue uses this brochure at the NRIN meetings she attends. Quinn will include this brochure in the quarterly email notifications to the Emergency Managers and County Board members. Once the brochure is adjusted, Sue or Quinn will send it to the Board. Sue can print them for no cost for the Board members and will bring copies to the next meeting along with updated NRIN 8.5 x 11 maps. Tri-County is not a Board member because they have not signed onto the Interlocal and will be removed from the brochure. It was noted that Kevin Hood needs to be removed from the back of the brochure and replaced with Alma Beland.

x. *Public Service Commission (PSC) funding – Dave Sankey*

Dave Sankey attended and discussed planning for NextGen 911 – there was a hearing last week and the results will be presented to Legislature in December. Buildout will begin in July 2018. PSC is building a new funding model, which will identify costs for the developing regions and would like to support the costs currently being absorbed by the regions. A proposal for Text-to-911 was submitted to the commission for the East Central region.

xi. *Liability and insurance coverage – Caleb Johnson*

Caleb submitted information to Nebraska Intergovernmental Risk Management Association (NIRMA) and will report the outcome at the next meeting.

xii. *Financial Report – Chip Volcek*

The report contains the original MOU money for marketing and brochures. There was \$6000 from South Central: \$1750 was spent on the video created by Pixel Bakery leaving \$4250. Chip will add the funds received for the monitoring and maintenance to the financial report. The Board will continue to ask the regions to MOU their funds.

The bank account is on hold.

There is currently \$2500 in the marketing fund and \$1000 of that is earmarked for professional brochures. These funds expire August 31, 2018 and there was early permission from the grant to use this money for monitoring. The Board agreed to reallocate these funds for monitoring.

B. Updates on NRIN Uses

i. Spreadsheet to track NRIN use – Sue Krogman and Quinn Lewandowski

Quinn sent the most recent uses spreadsheet to the Board. Tim Hofbauer will provide the existing users to Quinn.

ii. Update on NPPD and on two proposals to NPPD – Tim Hofbauer and Sue Krogman

Sue has been in discussions to alleviate tower lease costs with NPPD and has submitted a formal request asking when they will begin using the network. NPPD has not been responsive. The Board would like to have NPPD sign an agreement regarding their proposed use of the network. The agreement will not indicate any subdividing of the network. Sue will bring a proposal or a representative from NPPD to a Board meeting.

iii. Update on Department of Roads – Sue Krogman

Department of Roads is not ready to work with NRIN. Sue would like to remove this item from the agenda until further notice.

iv. Update on teletype – Sue Krogman

Teletype usage requires security upgrades to NRIN but they have not provided the list of the security requirements. Tim Hofbauer has the information required to be compliant for teletype and will send it to Sue so she can work with compliance to determine security requirements. The current equipment is secure but does not meet the new standard for compliance. At the next NPSCC meeting, Sue or Jon Rosenlund will discuss the equipment compliance upgrade.

v. Update on other regional or state uses – All

Franklin County will be submitting a use request soon.

The South Central region is upgrading hardware for Text-to-911 and would like to beta NextGen for NRIN.

C. Update on NRIN Build-Out – Sue Krogman

i. NEMA Update – Sue Krogman

Cornerstone is working in Cass County to complete the installation of the 800mhz system which will connect through NRIN. The Union tower outside of Plattsmouth is where the equipment will be installed. The Arbor Road tower outside of Lincoln has some problems with the foundation that needs to be corrected before equipment can be installed. The link from Hebron to Beatrice is ready. Jefferson County is getting quotes to put in new electrical equipment at the KUTT tower for dedicated NRIN use. These completions will activate that ring. The tower in Johnson County is ready to install. Once this is done, the connection from Beatrice to Tecumseh will be complete. The Northeast ring is pending a few equipment pieces and will be complete. The KRBN tower is the last connection before it goes to Sumner. Sue is looking for a tower in the North Central region between Broken Brow and Taylor so these two communities can connect together. Funds to build a tower that will go north out of Taylor will be requested from the Homeland Security grant. The connection between Fremont and Omaha will be completed so Fremont can be on

Orion network. Cornerstone is extremely busy but has two dedicated teams for NRIN buildout. Once the buildout is completed, it will be another 60 days for SCC approval. The Southwest region talked to NPPD to connect fiber; NPPD wants to do all of the work and connections so they will install the dishes and complete the work to connect NRIN onto their fiber.

There was a meeting in the Panhandle area with Troy Cordle of NG911 where they discussed regionalizing.

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

This event is pending throughput connection testing by Cornerstone.

iii. *Panhandle – Nan Gould & Heidi Gillespie*

There was no update from the Panhandle Region.

iv. *Southwest – Roger Powell & Brandon Myers*

There was no update from the Southwest Region.

v. *North Central – Caleb Johnson & Alma Beland*

North Central has an Emergency Manager who will begin on January 16, 2018; a Captain in the US Army Reserve Elizabeth Sillasen has experience with air traffic control.

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

There was no update from the South Central Region.

vii. *Southeast – Carla Jones & Brad Eisenhauer*

There was no update from the Southeast Region.

viii. *East Central – Shelly Holzerland & Tim Hofbauer*

There was no update from the East Central Region.

ix. *Northeast – Brian Kesting & Kevin Mackeprang*

There was no update from the Northeast Region.

x. *Tri-County – Phil Brazelton*

The Tri-County Region was not present.

D. *Other Updates and Discussion*

i. *Update on Board elections*

The Board elections are complete and the Board is now full.

ii. *Other updates from regions or state agencies*

There were no other updates from other regions or state agencies.

VI. *Executive Session (if needed)*

No Executive Session was needed today.

VII. *Comments and adjourn*

A. *Next steps and agenda for next meeting*

- i. **Next meeting** –November 17th at 10:00 AM CST in the Buffalo County Emergency Operations Center in Kearney, NE.

1. **Action steps (complete prior to the next meeting):**

- I> **Sue Krogman:**
 - i. Sue will contact Platte Valley and request they attend the next meeting to formalize the Service Agreement.
 - ii. Invite Juniper to attend and present at the next NRIN Meeting.
 - iii. Provide documentation on Platte Valley and Cornerstone to address Caleb’s question
 - iv. Bring copies of the NRIN Brochure and updated maps to the next meeting for each Board Member to distribute.
 - v. Address NPPD use at the next meeting.
- II> **Vanessa Zobeck:** Send meeting dates to the Board. Add Dave Sankey to the email distribution list.
- III> **Finance Committee:** Update costs and gather additional information on trunk line cost and tower costs. Work with the Public service Commission to get updated PSAP call volumes.
- IV> **Quinn Lewandowski and Chip Volcek:** Meeting to view the Pixel Bakery video.
- V> **Tim Hofbauer:**
 - i. Form a group to develop the scope of work for Stacen Gross to give a better estimate on the fee schedule.
 - ii. Provide teletype compliance equipment list information to Sue Krogman.
 - iii. Provide NRIN uses prior to approval process to Quinn Lewandowski.
- VI> **Chip Volcek, Caleb Johnson, and Tim Hofbauer:** Meet to discuss legal representation and insurance.
- VII> **Chip Volcek:**
 - i. Talk to Sue Krogman about buildout costs prior to NPSCC to include NRIN recommendation
 - ii. Add Maintenance and Monitoring funds to the next finance report
- VIII> **Tim Hofbauer, Jon Rosenlund, and Chip Volcek:**
 - i. Present NRIN Priorities at NPSCC
 - ii. Discuss NRIN for teletype at NPSCC – working on upgrades to allow teletype compliance.
- IX> **Chip Volcek and Tim Hofbauer:** Address the issue with OCIO work regarding Crete/Gage County and attendance at NRIN meetings
- X> **Quinn Lewandowski:** Send out brochure to the Board and county representatives, etc.

B. Subsequent Meetings

- i. December 8, 2017
- ii. January 12, 2018 and the second Friday of each month thereafter

- iii. **Agenda items to add**

1. *Approve Platte Valley Service Agreement*

C. Member Comments

D. *Public Comments*

Adjourn Jon Rosenlund made a motion to adjourn the meeting at 1:17pm CT. Tim Hofbauer seconded this motion. The motion passed by unanimous vote with no abstaining votes and no dissenting votes.