

Nebraska Wireless Interoperable Network Group (NWIN)
Minutes
Feb. 26, 2010 –2:00 PM
Lincoln/Lancaster County Health Department Training Center
3140 N Street Lincoln, NE

Opening comments

1. Roll Call

First	Last	Attendance
Al	Berndt	x
Ted	Blume	
Mark	Conrey	x
Jim	Gerweck	x
Adam	Matzner	x
Tom	Schwarten	x
Jayne	Scofield	x
Dave	Webb	x
Owen	Yardley	x

2. 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)
3. Review of meeting notes – January 29, 2010 meeting
Owen Yardley made a motion to accept the January 29, 2010 minutes with the correction of a typo.
Adam Matzner seconded the motion; the motion passed unanimously by all members present.

Discussion Items

1. Updates of Projects

a. State Network - Jayne Scofield, OCIO

OCIO and NPPD are currently working on reasonable pricing options for organizations joining the network. Operating and maintenance costs between the two organizations are being analyzed. A draft pricing analysis will be presented at the March 2010 NWIN Meeting.

Phase One update: The system is operational, but the Harrison tower must be activated before the phase can be complete. The State Patrol is using the system full time.

Phase Two update: Activation will occur on Wednesday, March 3, 2010 with the Governor's press conference.

b. Radio System – Jayne Scofield, OCIO
No update.

c. NCOR / Mutual Aid – Mark Conrey & Jim Gerweck, NCOR

Mutual Aid is a priority for NCOR. Each region will be setting requirements, developing a work plan, and examining pricing for the project in regards to regional funds. At the previous meeting, NCOR discussed coverage and frequency bands. NCOR set two receivers and one repeater as the standard for each base station.

d. Council Updates – Owen Yardley, Chair

Materials for upcoming meetings should be submitted two weeks prior to the meeting for members to review.

2. Procedures for NWIN Council – Owen Yardley, Chair
Owen Yardley has prepared draft procedures and operational rules for N-WIN on how to handle requests and proposals to the system. Information is often referred to OCIO. N-WIN Members should review the procedures and rules for discussion at the next N-WIN Meeting.
3. Project tracking programs – Owen Yardley, Chair
N-WIN Members discussed the use of project tracking software to coordinate and communicate the project process, status, and milestones. It is important to maintain transparency among the organizations: OCIO, NPPD, and the regions. Al Berndt, NEMA and Jayne Scofield, OCIO will prepare a milestones report for the next N-WIN meeting.

Identify Information/Reports

1. Office of the Chief Information Officer – Jayne Scofield, OCIO & Tom Schwarten, NSP
System activation for Phase Two will be complete on March 3, 2010. Some towers will be microwave towers. Some issues have been identified in working with phone companies. All towers should be operational, but not active, by the end of April 2010. Motorola will still have work to complete. Beneficial uses are planned for May 15, 2010. The Governor’s press conference for Phase Three will be done at System Acceptance rather than System Activation and will be held at an NPPD Location. Phase Three System Acceptance should occur in March 2010.

Some issues were identified after Phase One was activated for the State Patrol on February 23, 2010. Many issues were operator error. Currently, calls for trouble shooting are being logged. The users are pleased with the system and the clear signal.
2. Nebraska Emergency Management Agency – Al Berndt, NEMA & Rod Hutt, NEMA
NEMA submitted over 60 projects for environmental review and has received two responses. The typical timeline for response is three months if the project has no obvious environmental impact.

The revised schedule has been handed out based on the new RFP that was released on Feb. 12, 2010. The last day for questions was 2/22/2010, with responses issued Feb. 26, 2010.
3. University of Nebraska Public Policy Center – Denise Bulling, PPC
 - a. The Investment Justification Workshop will be held on April 6, 2010 at the Embassy Suites in Lincoln, NE. Hotel room reservations must be made by March 15, 2010. Two members of each PET Region and the Homeland Security Planning Council group should attend the Workshop.
4. NCOR representatives– Mark Conrey & Jim Gerweck, NCOR
The state will work on the interoperability plan on March 22-23, 2010. The state will attend this planning meeting as a peer user to the system. NCOR has identified some procedures, which will serve as part of the document for the state to achieve interoperability. The Standard Operating Procedures in the SCIP plan should be followed by everyone.

Action Items

1. Work group assignments - No action at this time.
2. Approval of procedures for NWIN Council – No action at this time.
3. Approve or reject Annual Report for Submission

Jayne Scofield made a motion to accept the report with corrections to errors on page 3 and page 6. Al Berndt seconded the motion, and the motion passed by consensus of all members.

The NWIN Annual Report will be submitted to the NITC as well as serving as part of the NEMA report to the Executive Council of the Legislature.

Comments

1. Member comments – None.
2. Public comments – None.

Next Meeting

Friday, March 26, 2010, 2:00 PM. Location TBD.