Nebraska Wireless Interoperable Network Group (NWIN) Minutes
December 18, 2009 –2:00 PM
Joint Forces Headquarters Conference Room
USPFO Building (also referred to as the CFMO Building)
1234 Military Road, Lincoln, Nebraska

Opening comments

1.   Roll Call

First	Last	Attendance
Al	Berndt	x
Ted	Blume	*absent*
Mark	Conrey	*absent*
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 – November 20, 2009 meeting
       Jim Gerweck made a motion to accept the November 20, 2009 Minutes. Adam Matzner seconded the motion;
       the motion is passed unanimously by all members present.

Discussion Items

1.   Clarification of NWIN role – Lt. Governor Rick Sheehy
Network: physical components and infrastructure currently being completed by OCIO – this includes the Infrastructure
held by NPPD. The Network includes the Network Operations Center (NOC) Group, the Joint Operational Subcommittee,
NCOR, and the state region.

System: The proprietary radio system we are purchasing from Motorola. The system includes the users of the Nebraska
state radio system. The System includes the OCIO State Radio Users' Group.

N-WIN Council should integrate the Network and the System. Concerns about infrastructure should be directed to OCIO
and NPPD. Each of N-WIN Council members represents their agency with the authority to make decisions on behalf of
their respective agency related to integrating the system and network. N-WIN Council activities should focus on this
integration for user agencies, monitors time-lines and implementation of the system/network and plans for long-term
funding and potential expansion over time.

Oversight: The oversight function of the N-WIN Council means to provide guidance for the use of the Nebraska Wireless
Interoperable Network. The N-WIN Council serves as an agent of the Lt. Governor's for this project. The N-WIN Council
has oversight over the Network and the System.

The **Nebraska Information Technology Council (NITC)** is responsible for monitoring projects that meet the statutory definition of an enterprise project. Portions of the Nebraska Wireless Network /System may meet the project enterprise criteria because it crosses multiple agencies and the funding threshold amount. The NITC technical panel is currently reviewing Network and will make a recommendation to the NITC soon regarding whether NITC should monitor portions of the NWIN.

Denise Bulling led the group through a facilitated discussion to begin mapping out the oversight responsibilities and products that the N-WIN Council will task to different groups over the next year. (Attachment A)

Information/Reports

1.   Office of the Chief Information Officer – Jayne Scofield
The OCIO is still moving ahead on Phase Two of the Network with a scheduled go-live date for the first week in March. OCIO plans to have routers on the two last towers by December 25, 2009.

2.   Nebraska Emergency Management Agency –Al Berndt
NEMA is examining project funding streams needed to complete the full scope of the regional interoperability project. With commitments at the local level and continued support at the federal level, NEMA anticipates the cost of the project will take three years of grant funding for completion. The Emergency Management Performance Grant (EMPG) continues to grow along with match requirements. NEMA is examining options for meeting the match obligation in the future.

3.   University of Nebraska Public Policy Center – Denise Bulling
The Public Policy Center presented a rough draft of the N-WIN Annual Report for review. It will be emailed to Council members for further review and comment. Another draft will be presented at the next N-WIN Meeting.

4.   NCOR representatives– Jim Gerweck
NCOR has been focused on evaluation of the RFP for the regional interoperable network. The next NCOR meeting is not set since the members would like to wait until a contract for the RFP is awarded.

Action Items

1.   Modify charge to Operations Group
The Operations Group should not duplicate the efforts of the State Radio Users' Group. The State Radio Users Group is focused on the Motorola system: talk groups, training, etc. The N-WIN Council will ask the State Radio Users' Group to incorporate the standard operating procedures developed by the Joint Operations Group. Dave Webb made a motion to charge the State Radio Users group to develop the policies for use of the Motorola System.   Maj. Schwarten seconded the motion; the motion is passed by consensus by all members present.
2   Modify charge to Administrative Group: No action taken.
3   Designate and charge additional work group, if necessary: No action taken.

Comments
1.   Member comments: None
2.   Public comments: None

Next Meeting
The next meeting will be held on Jan. 29, 2010, at 2:00 PM, Location TBD in Lincoln, NE.

December 18, 2009

Nebraska Wireless Interoperable Network (N-WIN) Council

* Oversight * Sustaining Network * Policy & Procedure Development & Implementation * Monitoring System and Network Usage*

Nebraska Council of Regions (NCOR)	**State Network – Physical Infrastructure**	**State System (Motorola)**	**State Administrative Work Group**	**State as a Peer Region**
• Mutual Aid Plan • Interoperability Users Group • Regional Network Development (with NEMA & OCIO)	• Operations Group o N.O.C. o Service level agreements	• Users Group o S.O.P.'s o Training o Operational capabilities	• Business Plan for State Network and System • Cost/ Funding Model	• Memorandum of Understanding with Regions & Local Entities

These graphics represent areas that N-WIN Council has oversight responsibility for. A project management plan will be developed to provide specific detail on products, timelines and responsibility for each area. The N-WIN Council will organize meetings and membership activities to facilitate overall development of integrated interoperable intrastate and interstate communications.