



## FloridaNet Technical Committee Meeting

9/24/14

The FloridaNet Technical Committee had a meeting on September 24, 2014, online. The following members and guests participated:

Name	Affiliation
<b>TECHNICAL COMMITTEE</b>	
Greg Holcomb, Technical Committee Chair	Lake County Public Safety
Rob Fortner, Region I	Bay County Sheriff's Office
Terry Nehring, Region IV	City of Tampa
Rich Steiner, Region V	Orange County
Bob Finney, Region VI	Collier EMS
Norm Poe, UASI	Orlando
<b>OTHERS</b>	
Brett Boston	FloridaNet
Larry Gowen, FloridaNet Director	FL Department of Highway Safety & Motor Vehicles
Greg Rubin	Miami-Dade Fire Rescue
Charles Hagan	Florida Division of Emergency Management
Dean Fox	FL Department of Highway Safety & Motor Vehicles
Josh Mindick	Boca Raton Police Department for FPCA
Pam Montanari	DHS-OEC
Richard Butgereit	Florida Division of Emergency Management
Vic Thomas	FL Department of Highway Safety & Motor Vehicles
Carlton Wells	FL Department of Management Services
Amy Serles	FL Department of Highway Safety & Motor Vehicles

Called to order at 10:03am.

The following topics were discussed:

1. Welcome and Overview
2. Data Collection Model
3. Contract Survey
4. GIS Tool
5. Upcoming Events
6. OEC Representative, Pam Montanari
7. Discussion
8. Action Items

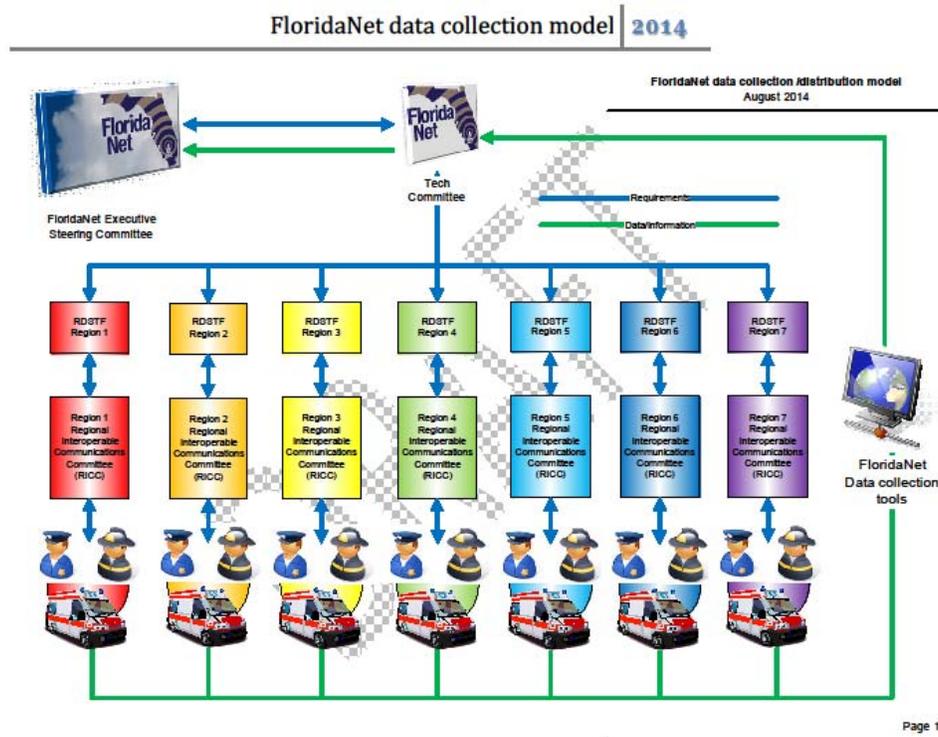
## 1. Welcome and Overview

In preparing for this meeting, we've identified a gap. In order to better facilitate the Technical Committee and how it operates, a charter will be drafted to describe how the meetings are to be conducted, and any other pertinent information. As it stands, we publicly notice, post to the website and alert the seven interoperability (I/O) chairs. We are going to formalize the process. As soon as something is drafted, it will be sent out. We would like to keep everyone informed, but it becomes a challenge when there are so many members. We are looking for a core group for this committee, and to emphasize that we're not trying to eliminate anyone. But as our group grows, we need a way to manage.

Another issue that has come up is that we're still new to the workings of the website, so if there's an issue please let us know. But these are admin issues and are easily resolved. Please contact Amy, Brett, Larry or Greg about issues that might come up concerning the website. And please let us know if you are being left out of the process.

Moving forward, three core issues came out of the July meeting: Data collection model, Contract survey and the GIS tool.

## 2. Data Collection Model





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The first deliverable is the Data Collection Model. As the model shows, information is to flow from the Executive Committee to the Technical chair and the seven I/O chairs to the Regional Interoperable Communications Committees (RICC) and to anyone who wants to participate. It's a two-way communication path, flowing both ways. It is important to use the Regional Domestic Security Task Force (RDSTF) in each region. The intent is to get feedback. We want to reinforce/strengthen the Statewide Communication Interoperability Plan (SCIP) governance and state communications. It's not just about communications; it's also about disciplinary and procurement style. We're also not looking for one person to receive and review, for example: 20,000 surveys. The information will flow through the tools and be disseminated from there. Also, there will probably be multiple surveys. But there will need to be some oversight as to making sure all or most participate.

Concern over if we will be using the State of Florida I/O chairs to assess, and will we have the survey geocoded as well? The information may or may not be validated and may or may not be accurate.

Richard Butgereit (DEM) has a lot of good information that FloridaNet can leverage. Richard has coordinated with Tabitha Hunter at DMS. Larry will set up a meeting with DMS, the FloridaNet team and Richard to go over how to move forward. Julie Gowen is possibly the lead instead of Tabitha. Larry will coordinate with Leigh A. Payne.

Are tribal representatives a part of the model? They are part of the communication, but it comes to FirstNet, we'll use Federal statutes. The graphic on the model needs to include tribal representatives. Larry and Greg will add.

What about representation from other state agencies? Since DOT and Forestry have strong technical assets, do we need to add them in? DOT has a lot of fiber across the state. There were possible gaps when things were being set up, and the statewide entities need to have a matching model and need coordination. Originally, the executive group was asked to provide one primary technical contact, one coordinator, but this hasn't been entirely successful. For the structure of the charter, this will need to be addressed. We need to make sure that all voices are in because we don't want someone to say they weren't represented down the line. For example, there has been a new agency recently formed, the Agency for State Technology and fortunately they have been contacted and their representative, CTO Eric Larson, will attend the upcoming Executive Committee on 10/3.

Shall the model be put out to the Executive Committee by Greg Holcomb? Update the graphic to add state, tribal and UASI and then it can be presented.

Concern over why the UASI gets representation because it seems like double dipping. But it's not a matter of double dipping, but a matter of representation, since there is no cost associated with the collection. The more representation we have, the better. Essentially, the Technical Committee has one vote. It is not about distribution of money and is not a funding model, but it is a resource model. This concern was brought up in order to ensure that it has been addressed. As it stands, the UASI groups tend to fluctuate annually. There is no longer a UASI in Jacksonville or Orlando.



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### 3. Contract Survey

The proposed survey was built off of the one done by Dick Tenney from Department of Homeland Security (DHS). Since we're dealing with a range of expertise and they wanted a lot of participation, they didn't want to make it too difficult or in depth and wanted to make it approachable. There are not a lot of open-ended questions. Proceeded to review survey with all participants on call.

1. Minimize 'other'. Is this political, funding organization?
2. Need EMS button.
3. Add in position or title.
4. No change
5. How many vehicles in your organization use data? Make sure it's not confusing.
6. Add in Netmotion, which locates latitude and longitude and signal strength? There's an FCC app that you can run on your device in the background that is not a battery hog but does take up a little bit of data. Tampa uses Netmotion but doesn't have GPS turned on. The FCC app does it from the towers, syncing GPS. Can SLIGP funds be used to collect data? Need to add in data monitoring question.
7. Add in "Mobile" data carrier to question. If there is more than one, then take them to a question to answer why.
8. Add in 'roaming'.

Will anyone be able to vet these answers? Are we going to be able to figure out if anyone was missed? FloridaNet will put together the information into reports so that they're easy to understand. This will allow the Technical Committee I/O chairs to vet the information before goes to masses and see the list of agencies who responded, for example, and not have the burden of reviewing all of the surveys on their own.

9. What about private carriers or those that are locally provided? Usual data suspects: Motorola and Harris. Add in a question "Owned, Leased or Vendor: \_\_\_\_\_".
10. No change
11. Include any personal devices that are used for work purposes. Revise *Less than 1 (a small amount of employees have devices)* to *Less than 1 (a small amount of employees share devices)*. And revise 1-2 to 2.
12. Add per between carrier and device.



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13. Should we tie #10/12/13 together? We'll make #10 a multiple part question by piping – lead participants to have to answer multiple times.

What's their maintenance cost? Is that too deep in the weeds or is going into asset collection? Maintenance cost is part of contract vehicle info so should be fair to add. Will add in in question about maintenance, specify what they wish maintenance would cost. But it doesn't have to be a required question.

14. Rather than check all that apply, rank in order would be better approach. Is security an issue?

15. Add in *mobile* to *data network* in question. Revise *Small File transfers (Under 1 MB)* to *Small File transfers (Up to 1 MB)*. Add in GIS/situation awareness? Put definition besides everything?

16. No change

Once the participant completes the survey, it will reroute them to FloridaNet.gov and thank them for taking the survey. Once the survey is updated, then it will be sent to the Technical Committee. Proposed that once Greg Holcomb blesses it then we send it to the Executive Committee without convening another meeting. Please provide input, but understand that we don't need to make too many edits. Overall, we're not looking to overthink this. Compared to OEC's survey that is 14 pages, this one is a lot simpler.

#### **4. GIS Tool**

Status update: Intended to build out GIS data collection tool by October 2014, but that has been postponed. At the July meeting, we fully intended to have things further along, but there has been a budget issue, which the implementation of the tool hinges on. So until that is resolved, the tool will be on hold. Would like to utilize the tool that DMS has, but it has some aspects that cross over to Phase II asset collection that we cannot do. The tool that will be stood up by FloridaNet will have to collect basic information like coverage gaps and needs. When the budget does get approved, then we intend to use the Tampa Bay Regional Planning Council in building the tool. Our intent is to have the tool up by the end of January 2015 because that is when DMS will shut theirs down and we want to be able to utilize their data.

#### **5. Upcoming Events**

October 3, 2014

- Executive Committee Meeting at Florida Sheriffs Association (10am-1pm)
- Meet and greet prior to meeting (9am-10am)
- FirstNet's Dave Buchanan and Ed Parkinson will be there to meet the new SPOC (Terry Rhodes)
- Advisory Council Meeting (2:30pm-4:00pm)



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December 12, 2014

- FirstNet Consultation
- Location: Tallahassee, FL
- Participants: Executive Committee plus one subject matter expert, Technical Committee
- We have a follow up calls with FirstNet to begin planning

## **6. OEC Representative, Pam Montanari**

Used to be with Lafayette Group and worked as a consultant to DHS. Now works for DHS-OEC as the OEC coordinator representing four states: Florida, Georgia, Mississippi, and Alabama. It's her job to help us with the information: documents, outreach and consultation. Spoke with Vic Thomas and Greg Holcomb about technical assistance concerning CIO side and cybersecurity, public safety broadband network and planning. Plans on attending Executive Committee meeting. She will provide her information to Larry who can pass it to everyone.

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## **7. Discussion**

No one had any comments or concerns.

## **8. Action Items**

- **Create draft charter for Technical Committee**
  - Brett Boston
- **Update Survey**
  - Larry Gowen
- **Determine if any Education/Outreach is needed for your area**
  - All
- **Keep everyone updated on GIS tool**
  - Larry Gowen
- **Set up meeting with DMS, Richard Butgereit (DEM) and FloridaNet team**
  - Larry Gowen
  - Tentatively 2<sup>nd</sup> week of October



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- **Update data collection model**
    - Larry Gowen/Greg Holcomb

Meeting adjourned at 11:50am.