



DATE: June 16, 2021
TIME: 1:00 – 2:41pm
LOCATION: Virtual Meeting

Maryland Statewide Interoperability Radio Control Board

Quarterly Public Meeting - Virtual

- **Voting Members in Attendance**
 - Mike Leahy (DoIT)
 - Bud Frank (SWIC)
 - Wayne Darrell (Kent Co.)
 - Mayor Craig Moe (Prince George’s County)
 - Chris Holland (MDOT)
 - Dave Balthis (MIEMSS)
 - Clay Stamp (Talbot County)
 - Tony Rose (Charles County)

- **Board Support Staff**
 - Norman Farley (DoIT)
 - Brandon Renehan
 - Jennifer Benedictis
 - Cindy Cole
 - Justin Ellingwood
 - Pat King
 - Curt Andrich

- **Not Attended**
 - Col Jerry Jones (MSP)
 - Walter “Pete” Landon (GOHS)
 - Charles Summers (WAGIN)

Call to Order – 1:00pm

Review Minutes from 3/17/20 – Norman Farley

Proposed Motion: The Radio Control Board approves the minutes from the March 17, 2021 meeting.

Moved – Craig Moe

Second – Wayne Darrell

The vote was taken and the minutes were approved.

Yea – 7

Nay – 0

Abstain – 0

New Business – Norman Farley

Proposed New Limited-Primary User:

Washington County, Maryland

Washington County, MD formally requested to become a Limited-Primary User. Representing Washington County was Thomas Weber, Deputy Director Wireless Communications. Washington County would use MD FiRST only in the event of a catastrophic failure of their system. If this were to occur an additional 150 – 200 users would be on MD FiRST until their system recovered. MD FiRST currently rebroadcasts the Washington County system, in the event they went on MD FiRST it would result in approximately the same amount of traffic that is currently on MD FiRST.

Proposed Motion: The Radio Control Board approves the application of Washington County, MD to become a Communications Limited Primary User on Maryland FiRST and authorizes the Chairman to conclude the appropriate MOU with Washington County, MD.

Moved – Clay Stamp

Second – Bud Frank

The vote was taken and the motion passed unanimously.

Yea – 8

Nay – 0

Abstain – 0

Proposed New Interop User:

Veterans Affairs Medical Health Care System Police

Representing Veterans Affairs Medical Health Care System was Police Chief Johnny Delgado. Chief Delgado was not in attendance. It was suggested to defer the vote until someone from the Veterans Affairs office could be present.

Proposed Motion: To defer the vote until the September 15, 2021 meeting in the absence of representation.

Motion- Clay Stamp

Second – Tony Rose

The vote was taken and the motion passed unanimously.

Yea – 8

Nay – 0

Abstain – 0

NOAA (OLE) Office of Law Enforcement Northeast Division (NED)

NOAA OLE, NED formally requested to become a MD FiRST Interop User. Representing NOAA OLE, NED was Lt. Roy Fischer. A small agency with about 150 officers in the US that covers: 3.36 million square miles of open ocean, more than 95,000 miles of US Coastline, 14 National Marine sanctuaries, 5 Marine national monuments, approximately 41 officers from Maine to Virginia that rely on assistance from local agencies when the need occurs. They have and operate TDMA radios. When in MD or MD waters they want to operate on MD FiRST for officer safety and mutual aid if OLE NED officers are in an area they can help. The areas of usage would primarily be limited to Ocean City area, Baltimore, and the DC area.

Proposed Motion: The Radio Control Board approves the application of NOAA Office of Law Enforcement Northeast Division to become a Communications Interoperability User on Maryland FiRST and authorizes the

[Chairman to conclude the appropriate MOU with NOAA Office of Law Enforcement Northeast Division.](#)

Moved – Dave Balthis

Second – Wayne Darrell

The vote was taken and the motion passed unanimously.

Yea – 8

Nay – 0

Abstain – 0

Board Discussion - Who should we be actively recruiting for MD FiRST?

Situation - All 23 MD Counties, Baltimore City, Annapolis PD, Ocean City are now either Primary, Limited Primary or Interop Users. We have 80 jurisdictions and partners that are members of MD FiRST. The board was asked for any guidance if we should be actively recruiting new agencies/jurisdictions and if so, who we should be recruiting to join MD FiRST? With Delaware, we do not have MOUs approved by the board. We believe a verbal agreement was set-up before the board existed. We will work on getting board approved MOUs.

Discussion – A discussion pursued, the consensus of the Board was to not actively recruit new members. It was concluded to formerly pursue signed MOUs with Delaware.

Review of Annual Cost Estimation (FY 22 Budget) – Norm Farley

In accordance with the RCB law to review the annual cost estimation, Norm Farley presented the approved O&M budget for FY 22 and the O&M budget estimates for FY 23 to FY 27. He also presented the approved FY 22 Capital Budget, the proposed FY 23 Capital Budget and the out-year Capital Budget estimates for FY 24 to FY 27.

MD FiRST Roadmap Review – Norm Farley

Norm Farley presented the MD FiRST roadmap of planned project and follow-on project activities through FY 25.

Motorola Contract Expiration – Norm Farley

A brief discussion was conducted on the status of the Motorola contract expiring in November 2022 and potential future options for system support and maintenance.

SB235 Signed Legislation – Norm Farley

The Board was briefed on the passing and signing of SB235 which will allow MITDP RSA funds to be used in support of MD FiRST. Initial use of the funds will be to fund tower remediation efforts in support of the T1 to Ethernet migration project. Future use of the funds will include developing a tower maintenance and upkeep program for MD FiRST tower sites.

4.9 GHz Overview – Norm Farley

The Board was briefed on the FCC's Sixth Report & Order which would allow States to lease 4.9 GHz spectrum. Just recently the FCC issued a Stay on the implementation of that order.

Board Discussion – Should future RCB meetings be virtual or in-person?

After a brief discussion it was decided that the September meeting will be conducted as a hybrid meeting.

New Business – When asked if there was any additional new business to discuss, Clay Stamp asked questions concerning the status of RCB work groups, whether these groups were sufficiently identified with goals and objectives and populated to meet the objectives, are these groups working well with a clear mission and the correct structure to support MD FiRST? Norm Farley responded that the RCB Law clearly identifies that a minimum of two work groups were to be established, a Systems Managers Committee, and a Systems User Committee. The Systems Managers group is the technical group, the radio managers which is mostly what makes up the current Ops Group. The System Users Group is the operational side and should be made of users such as 911 centers managers, incident commanders, and first responders who use the system. For some reason, shortly after the establishment of the RCB, the Ops Group Committee had been established instead of these two groups identified in the law. We need to formally establish the two work groups and establish governance procedures. To that end, we have been drafting a strawman SOP for the governance of the Radio Control Board working groups that will establish the make-up and operations of these two groups in accordance with the law. We will work with our partners this summer to prepare this document so it is ready to present to the board for approval in September.

Bud Frank added that he is working with Federal contractors on a two-prong approach. The first will be to update to the 2016 Statewide Coordinating Interoperability Plan (SCIP). This will incorporate all of the interoperability topics as required under the National model which the State needs to be looking at. This includes LMR, NexGen 911, alerts and other items. The second prong is to reestablish the Statewide Interoperability Executive Committee (SIEC), which includes defining what groups are going to work in particular areas.

Clay Stamp continued the discussion by stating, in part, that he could not stress enough the importance of the RCB governance to County Government. Many of the Counties on this system would only agree to come on the system if they became a stake-holder. They agreed to come on MD FiRST because a state law was passed that made the counties stake-holders (Executive Orders come and go).

Tony Rose added by asking what is our [Comm] plan if we have a major incident (“when the bad thing happens”)? Who is building the plan and do we have a template in place if this happens?

For those interested, a complete recording of this discussion is available from DoIT.

System Performance Reports – Brandon Renehan

Brandon presented a system performance report, there were no action items based on his brief.

Project Status Update –Jennifer Benedictus, Curt Andrich

Jennifer and Curt presented a project status update brief, there were no action items based on her brief.

Coverage Improvement Project –Jennifer Benedictus, Brandon Renehan

Jennifer and Brandon presented a coverage improvement project update brief, there were no action items based on her brief.

Operations Status Update – Brandon Renehan

Brandon presented an operations status brief, there were no action items based on his brief.

Operations Committee Status Update – Gary Zamerski

Gary presented a synopsis of topics that were discussed at the Operations Committee meeting. Topics included using the ICS 205 Communications Planning document and making preparations for Hurricane season (such as checking generators, etc.)

Tony Rose asked a question concerning the availability of Functional and Coverage testing results to local jurisdictions in order to assist with the planning and development of communication templates for interoperable events. Curt Andrich responded that once we receive the finals reports they would be made available to the local jurisdictions.

Old Business - Norman Farley

There were no old business topics discussed.

Proposed Motion - I move that we adjourn and reconvene on September 15, 2021.

Moved – Clay Stamp

Second – Dave Balthis

The vote was taken, passed unanimously and the meeting was adjourned at 2:41 pm.

Yea – 8

Nay – 0

Abstain – 0

Director of Board APPROVAL:

(Signature & Date)

Norman J. Farley 9/16/2021

Chairman of Board APPROVAL:

(Signature & Date)

Michael Leary
Michael Leary (Sep 28, 2021 09:55 EDT)

Sep 28, 2021

RCB Minutes June 16 2021 FINAL (1)

Final Audit Report

2021-09-28

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