



DATE: June 17, 2020

TIME: 1:00 – 3:00pm

LOCATION: Virtual Meeting

Maryland Statewide Interoperability Radio Control Board

Quarterly Public Meeting

▪ Voting Members in Attendance

- Mike Leahy (DoIT)
- Clay Stamp (Talbot County)
- Bud Frank (SWIC)
- Ted Delbridge (MIEMSS)
- Chris Holland (Designee MDOT)
- Walter "Pete" Landon (GOHS)
- Charles Summers (WAGIN)
- Mayor Craig Moe (Prince George's County)

▪ Board Support Staff

- Norman Farley
- Curt Andrich
- Cindy Cole
- Justin Ellingwood
- Brandon Renehan
- Jennifer Benedictis
- Pat King

▪ Members Not Present

- Tony Rose (Charles County)
- Wayne Darrell (Kent Co.)
- Col Jerry Jones (MSP)

Call to Order – 1:01pm

Review Minutes from 04/15/20 – Norman Farley

Proposed Motion: The Radio Control Board approves the minutes from the April 15, 2020 meeting.

Moved – Clay Stamp

Second – Charlie Summers

The vote was taken and the minutes were approved.

Yea – 7

Nay – 0

Abstain – 0

New Business – Norman Farley

Proposed New Interop Users:

Wicomico County

Wicomico County formally requested to become an Interop User. Representing Wicomico County was Director Shipley, Deputy Director Fitzgerald and Radio Systems Manager Bill Nutter. In 2012, before the Radio Control Board was formed, Wicomico County had signed an MOU. This action today is to replace the 2012 MOU with an MOU that is in compliance with the Maryland RCB law and approved by the RCB.

Proposed Motion: The Radio Control Board approves the application of Wicomico County to become a Communications Interoperability User to Maryland FiRST and authorizes the Chairman to conclude the appropriate MOU with Wicomico County.

Moved – Ted Delbridge
Second – Bud Frank

The vote was taken and the motion passed unanimously.

Yea – 7

Nay – 0

Abstain – 0

Baltimore City Health Department

The Baltimore City Health Department formally requested to be an Interop User. Representing Baltimore City Health Department was Public Health Emergency Planner, Shannon Snyder. BCHD would like to be able to talk to the MD Department of Health. BCDH has 5 TDMA radios.

Proposed Motion: The Radio Control Board approves the application of Baltimore City Department of Health to become a Communications Interoperability User to Maryland FiRST and authorizes the Chairman to conclude the appropriate MOU with Baltimore City Department of Health.

Moved – Ted Delbridge
Second – Bud Frank

The vote was taken and the motion passed unanimously.

Yea – 7

Nay – 0

Abstain – 0

Code Plug Refresh Scheduling – Charlie Summers

Charlie Summers initiated a discussion regarding the feasibility of implementing a Code plug Refresh Schedule among State/Local agencies and jurisdictions. Pros and Cons of a coordinated schedule were discussed, as well as differing needs of small local agencies vs large Statewide agencies in terms of how often updates are needed.

Action Items:

Secretary Leahy asked to include this discussion in the minutes.

Charlie Summers, Brandon Renehan and Gary Davis were asked to coordinate on this topic. Possible outcomes for Board consideration include a formal policy (SOP or SOG), or a less formal Best-Practices or Suggested Guidelines type of document.

Approval of New/Amended SOPs – Bud Frank

Bud Frank proposed two new SOPs: MD Call/MD Law, and MD Call/MD Event. He also presented an amended SOP: MD Call/MD TAC. A discussion ensued regarding under what operational circumstances each SOP should be used.

Proposed Motion: The Radio Control Board approves the adoption of SOP 9 MD Call/MD Law, SOP 10 MD Call/MD Event, and SOP 2B MD Call/MD TAC (Amended).

Motion: Bud Frank
Second: Craig Moe

The vote was taken and the motion passed unanimously.

Yea – 8

Nay – 0

Abstain – 0

New School Construction BDAs – Charlie Summers

Charlie Summers initiated a discussion about the need for in-building coverage for schools.

Action Items:

Secretary Leahy – DoIT to investigate the best avenue to address in-building coverage in new school construction. A report on the findings will be presented at the September 16, 2020 RCB.

Review of Annual Cost Estimation (FY 21 Budget) – Norman Farley

In accordance with the RCB law to review the annual cost estimation, Norman Farley, presented the approved O&M budget for FY 21 and the O&M budget estimates for FY 22 to FY 25. He also presented the approved FY 21 Capital Budget, the proposed FY 22 Capital Budget and the out-year Capital Budget estimates for FY 23 to FY 25.

System Performance Reports – Brandon Renehan

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

Project Status Update – Curt Andrich

Curt presented a project status update brief, there were no action items based on his 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 Davis

Gary Davis reported that a poll was taken of the MD FiRST Users group in which two concerns were reported:

Timing of code plug updates

Subscriber Radio channel capacity – how much capacity (mode/channel limitations) remains on the existing subscriber radios for adding additional talkgroups.

Old Business - Norman Farley

Closing of the Open Session – Norman Farley

Norman Farley initiated the process to close the meeting in accordance with the Open Meetings Act general provisions article §3-305. The Presiding Officer's Closing Statement was read and the below motion was made for a closed meeting session to discuss public safety concerning system capacity.

- **Proposed Motion: Motion to go into closed session to discuss System Capacity in accordance with the Open Meetings Act (General Provisions Art. §3-305).**

Moved – Clay Stamp

Second – Craig Moe

The vote was taken, passed unanimously and the meeting was closed at 2:22pm.

Yea – 7

Nay – 0

Abstain – 0

Closed Session Summary

The meeting was closed under the statutory authority of General Provisions Art. §3-305(b) (10) to discuss public security, more specifically to discuss Maryland FiRST system capacity issues. The reason for discussing this topic in a closed session is to provide a safe-guard for discussions about possible limitations or vulnerability concerning system capacity which could result in a breach to public security and the safety of our first responders. No new business or other topics were discussed. In accordance with the law, written minutes were taken. A motion to return to open session was made and unanimously approved at 3:02 PM

After returning to open session the following motion was made:

Proposed Motion - I move that we adjourn and reconvene on September 16, 2020.

Moved – Bud Frank

Second – Clay Stamp

The vote was taken, passed unanimously and the meeting was adjourn at 3:06pm.


Yea – 5

Nay – 0

Abstain – 0

Director of Board APPROVAL:

(Signature & Date)

 9/22/2020

Chairman of Board APPROVAL:

(Signature & Date)
