

Maryland Statewide Interoperability Radio Control Board

Quarterly Public Meeting
September 20, 2017
1:00 p.m. - 3:00 p.m.
100 Community Place
First Floor Conference Room
Crownsville, MD 21032

Minutes

Present:

Board Members: David Balthis, Wayne Darrell, Bud Frank, Ken Hasenei, Pete Landon, Chairman Michael Leahy, Craig Moe, Tony Rose, Charles Summers

Board Staff: Norman Farley, Diane Jennings

Guest: Curt Andrich, Jennifer Benedicts, Rich Berg, Gary Davis, Joe Dunston, Justin Ellingwood, Patrick Frank, Bruce Fryer, Christina Lessels, Darien Manley, Brandon Renehan, Robert Swan, Gary Zamerski

A. Call to Order / Introductions – Chairman Leahy

The meeting was called to order and introductions made.

B. Review Minutes from June 21, 2017 Meeting - Chairman Leahy

The following motion was made by Mr. Pete Landon and seconded by Mr. Bud Frank:

[Motion: The Radio Control Board approves the minutes from the June 21, 2017 meeting.](#)

The minutes were unanimously approved as distributed.

C. System Performance Report – Brandon Renehan

Mr. Renehan began his report by stating that the numbers in the performance report for June through August 2017 have been cut down, but if anyone needs additional information, they can certainly contact him.

There was a downward trend in the number of PTTs, which is common for the end of the summer. Good news for the number of users – there are almost 40,000 now, most being Interop users opposed to primary users.

Grade of Service is well under 1%. Zero busies last month. This will continue to be monitored. Same general trend - usage goes down end of summer. Interoperability is following the general trend - it's up from previous years and is expected to increase over time.

Maintenance Case Overview - Brandon brought to everyone's attention the steep increase in the number of cases. This was due to a problem with Motorola changing their internal software monitoring system which affected every system monitored by them, not just the State's systems. They are working very hard to fix that problem.

Additionally, a lot of cases were opened up because of the DSR (backup core) move from Pikesville to Hagerstown.

There was a request to clarify severity levels (type of response called for).

Severity 1 – Onsite within 2 hours from Notification to Master Sites, and within 4 hours for remote and dispatch sites.

Severity 2 – Within 4 hours of Notification during a Standard Business Day.

Severity 3 – Within 24 hours of Notifications during a Standard Business Day.

Mr. Farley stated that the severity levels are all defined in the maintenance agreement with Motorola.

D. Project Status Update – Ken Hasenei

700 MHz Project Progress - Regions 1A, 2 and 3 complete. In Phase 4, still working in Washington County; target to go live is mid-October. In Allegany and Garrett Counties, the projection from Motorola is to have the entire area up and running no later than the first 6 months of 2018, but hopefully by the first quarter.

There will be a meeting with West Virginia in October to establish communications between West Virginia and Maryland.

Phase 5 – Received notice to proceed - design was approved. The process is continuing.

Projected coverage for Phase 4 and 5 was discussed. There are expected gaps in coverage in Western Maryland due to geography. They will be identified with project coverage testing and brought back to the Radio Control Board for discussion on ways of dealing with them, as was done for Carroll County.

E. Operations Status Update – Gary Davis and Brandon Renehan

Radio Ops Group Report – Mr. Davis reported that the MD First System is growing in the community. They are working on getting more feedback on concerns, actions, good news stories, etc. to bring back to the Board to discuss.

One recent development and good news story is the start-up of a MD Aviation Tac channel, which will be similar to MD Tac. This will include several Eastern Shore counties beginning on October 2.

Mr. Farley requested a SOP be drafted similar to MD Tac and the Marine Tac. Mr. Davis will be happy to draft the SOP once he meets with the Delaware Aviation and finalizes all the pieces.

Annual Preventative Checks (Sept. 11 to Dec. 22) – Mr. Renehan reported that Motorola and CEI are in the beginning stages of their annual preventative maintenance checks for locations that have been on-line a year or more. This includes all RF sites, back haul only sites and all console sites. At the RF sites, the sites are going off air for one to two hours (depending on length of time for the calibration) but for the most part, this is not being noticed in the field.

Completed Reprogramming of Dynamic Dual Mode Licenses for Eastern Shore - Motorola reassigned some licenses, especially on the Eastern Shore, due to the number of busies. This was completed approximately three weeks ago for a cost of \$1,166 from the maintenance/repair fund and should reduce 70 to 80% of the busies.

Replacement of all the Eltek Micropack Rectifier Batteries - A purchase order was issued to Motorola to replace all small battery packs that are between three to five years old, which will prevent outages. The life cycle replacement cost was \$25,933 from the maintenance/repair fund.

Federalburg Microwave Repairs - At the Federalburg site, as a result of a storm, one microwave dish was turned on to the tower which damaged the feedline. There were two choices - either replace the entire feedline or, for a lesser cost, add jumper to bypass the last couple of feet where the damage was. The jumper route was selected at a cost of \$7,815.

With regard to the DSR move, the backup core in Pikesville were successfully moved out to Hagerstown. The back-up core is now up and functioning. Careful planning is underway to redo some circuits.

Two-Way Radio Contract – Mr. Ellingwood advised that the two-way radio contract expires in January 2018. The new Radio Communications Contract will include emergency signaling as well as microwave. He is currently evaluating the approximately 30 responses he received and is well on schedule to go to BPW with this contract in time for the expiration of the current contract. It will be for a five-year term with a ceiling of \$100 million.

F. Old Business

Propose Creation of a “9-1-1 Center” or “PSAP” Talkgroup – Mr. Farley reported that Mr. Tony Rose would like to table this discussion until the December meeting.

G. New Business

Proposed New Primary Users - There were two applicants - US Marshall Service and CSX Transportation Police. At first Mr. Farley thought they wanted to be interop users but it seems they are requesting to be primary users. Therefore, more research is needed so Mr. Farley plans to present these requests to the Board at the December meeting.

Proposed New Comm Interop Users:

Baltimore County –

A proposed motion ([The Radio Control Board approves the application of Baltimore County to become a Communications Interoperable User to Maryland FiRST and authorizes the Chairman to conclude the appropriate MOU with Baltimore County.](#)) was made to approve Baltimore County’s application to become an Interoperable user on Maryland FiRST.

A discussion ensued concerning capacity issues and the fact that most of Baltimore County’s radios are FDMA (Phase I) radios instead of TDMA (Phase II)

radios. FDMA radios use two talk paths for each talkgroup – it uses twice the resources and becomes a capacity issue. We have a balance issue in the goal of providing interoperability versus maintaining capacity (available talk paths) of the system when it is needed most (e.g. during emergencies). Major Hasenei recommended that we ask the county to specifically identify which county agencies would become interop users and how do they see using the system (for what type of incidents, etc.).

A vote on the original motion was not taken, however a sub-motion was made and seconded to approve the amendment to the original motion. The sub-motion was to amend the Baltimore County motion to bring more specificity to the MOU, to determine what specifically Baltimore County is going to use the system for and what agencies they want to talk to. (In short, this amendment requires more specificity to an MOU prior to User approval.) This was approved unanimously.

Following the vote, Major Hasenei suggested using the Operations Committee to check the capacity in each region of the State and to evaluate that against the impact of proposed new users joining the system. Chairman Leahy recommended the Operations Committee delineate questions (to applicant agencies/entities) we should be asking and develop a methodology used to evaluate applicant agencies/entities.

A summary of the increased MOU specificity (questions to ask and evaluate prior to Board approval) includes: Which county agencies will be using the system; What talkgroups do they desire to use? (Who do they want to communicate with?); Where and when do they intend on using the system?; How many people/radios do they plan on having on the system?

- Ocean City –

The following motion was made by Mr. Tony Rose and was seconded:

[The Radio Control Board approves the application of Ocean City to become a Communications Interoperable User to Maryland FiRST and authorizes the Chairman to conclude the appropriate MOU with Ocean City.](#)

Same conversation as for Baltimore County ensued after the motion was proposed. Ocean City did not have the FDMA issue that Baltimore County has. A sub-motion was made and seconded to amend the original motion. The same amendment as Baltimore County passed unanimously for Ocean City's request, to add more specificity to the MOU and have the Operations Committee come up with a methodology to check capacity in each region before approval.

A conversation followed on the process of analyzing and approving applications and MOU's. Chairman Leahy suggested that if a blanket/standard MOU is used, an addendum to control the specifics be required and if jurisdictions want to change their addendum, it should come back to the Board for discussion and a vote.

In summary, since the requests from Baltimore County and Ocean City are not pressing matters at this time, it was decided that approval will be held in abeyance until more specific information is obtained from the applicants, and an analysis of the impact on capacity is made and the Board comes up with a methodology they want incorporated in the approval process.

5-Year Capital Budget Plan Placeholder Submission

Chairman Leahy expressed his surprise that there was no capital budget request to address known issues such as future capacity issues. Due to time constraints, he decided to take the initiative and submit a placeholder for \$67.2 million (\$32.2M to complete the project and \$35M to address needed issues) in the capital budget without the Board's approval and apologized for doing so. He then asked for the Board's thoughts on whether to retract the request, to modify the request, or to approve the request as submitted.

Mr. Balthis had questions concerning whether there was "science" behind the cost estimates. Mr. Farley replied that the estimates were an extrapolation based on the current cost for like items within the project that an inflation factor was added in. With the T1 to Ethernet conversion project, MIEMSS had a potential issue with Ethernet working over microwave. That this issue might incur a cost to MIEMSS to resolve, and that this cost should be factored into the budget cost estimate. After a lengthy discussion on forthcoming expenses, the Chairman stated that if everyone is in favor of this request for a placeholder, he will have his staff build a more efficient model for coming up with more exact numbers.

The following motion was made by Mr. Dave Balthis:

Motion: The Board approves the DoIT Capital Budget submission (as it relates to Maryland FiRST) as an initial placeholder and expects DoIT to report back on how we're going to improve the methodology to make the cost estimates.

The motion was seconded by Major Ken Hasenei, and passed unanimously.

Review of Annual O & M Cost Estimation

- FY 2018 Budget and FY 2019 to 2023 Budget Estimate – In accordance with the Annotated Code of Maryland, Public Safety Article, § 1-501-1-503, Mr. Farley presented the annual cost estimation. The FY 2018 O&M budget along with the FY 2019 to 2023 budget estimate was reviewed. The majority of the budget is fixed costs with very little flexibility. The current budget estimate during the six-year period is approximately \$7.7 million less than originally estimated over a year ago. The below is a summation of the budget estimate:

Estimated System Level O&M Costs*

FY 18	FY 19	FY 20	FY 21	FY 22	FY 23
\$7,547,429	\$8,879,514	\$10,869,993	\$13,528,574	\$14,959,615	\$15,947,262

* This includes State agency “user” level O&M costs for consoles. It does not include lifecycle replacement costs.

During the budget discussion, Mr. Tony Rose indicated that Motorola had announced it was ending support in 2018 to the APX-6000 Series AN subscriber radios. This could have an impact on lifecycle replacement budgets. Mr. Farley tasked Mr. Curt Andrich, the contract manager on the project team, to research the issue and to determine how many of these radios were purchased by the project, when they were purchased and where the radio are (numbers issued to which agencies).

- Proposed Letter & Position Paper to the Governor - Mr. Farley reviewed the updated O & M Position Paper and the letter the Board members had received as a read-ahead document. The updated letter from the Board to the Governor, President of the Senate, and Speaker of the House reflects approximately \$7.7 million less than originally estimated over a six-year period.

A discussion followed on the most effective way to submit this information to get the attention of the Governor, the Speaker and the President (letter or report).

On the O & M side, a designated source of funding will eventually need to be found as these costs will continue to increase. It must be emphasized in the letter (or report) that the State cannot afford to have the system fail because of public safety. Investments and commitments have been made by the State, county, local and federal agencies on the system and they cannot afford for the system not to be funded as this will have a major impact on citizens – this is something that perhaps should be included in the letter. Another suggestion was to detail all the interoperability agencies using the system along with success stories (Baltimore City civil unrest, heart attack emergency during Bay Bridge walk, etc.)

It was then decided that Board members should send Mr. Farley their recommendations/ suggestions to be incorporated in the letter within the next

few days. He will then redraft the letter and send it to the members for their review and feedback. A final discussion will follow with the letter to be finalized by Monday, October 2nd.

Chairman Leahy indicated that he would like to form a governance sub-committee to develop a board charter and by-laws.

- Maintenance Agreement Decision Point – Mr. Farley raised the issue that the Board is at a decision point on how to handle O & M from November 2019 through 2021.

After a discussion, a motion was put forth to pursue a contract modification with Motorola to extend the maintenance agreement to 2021, in order to take advantage of the price reduction incentive offered by Motorola.

The following motion was made by Mr. Pete Landon:

Motion: The Radio Control Board supports the Chairman's efforts to pursue a contract modification with Motorola to extend the maintenance agreement to Nov 16, 2021 which will require exercising the first three option years of the Motorola contract. This is in consideration of price reduction incentives that Motorola has offered.

The motion was seconded by Major Ken Hasenei and approved unanimously.

A motion was then put forth to pursue a contract with Motorola to extend the agreement for Software Maintenance and System Upgrades and the Security Update Services to 2023, exercising a five-year option to take advantage of a price reduction incentive offered by Motorola.

The following motion was made by Mr. Tony Rose:

Motion: The Radio Control Board supports the Chairman's efforts to pursue a contract modification with Motorola to extend the maintenance agreement concerning the Software Maintenance and System Upgrades (System Upgrade Assurance - SUA II Program) and the Security Update Services (SUS) to Nov 16, 2023 which will require exercising the first five option years of the Motorola contract. This is in consideration of price reduction incentives that Motorola has offered.

This motion was also seconded by Mr. Bud Frank and approved unanimously.

This matter must go before the Board of Public Works for approval but the Radio Control Board felt it important that Motorola continue to monitor and maintain the system they built.

- Genesis Data Warehouse Purchase Proposal – A motion was put forth to support the procurement of the Genesis Data Warehouse.

The following motion was made by Major Ken Hasenei:

[Motion: The Radio Control Board supports the procurement of the Genesis “Genewatch3 Data Warehouse.”](#)

The motion was seconded by Mr. Charles Summers and passed unanimously.

H. Closing

THE NEXT QUARTERLY MEETING OF THE STATEWIDE INTEROPERABILITY RADIO CONTROL BOARD IS DECEMBER 13, 2017.

There being no further business, the meeting was adjourned.