

Minutes

New England Region 700 MHz Technical Advisory Committee Meeting

September 26, 2001

List of Attendees: see attachment

The fourth quarterly meeting of the New England Region 700MHz Technical Advisory Committee was held on Wednesday September 26, 2001 at 10:30 AM, At the Municipal Police Headquarters, Scarborough, ME, the Chairman, Vice Chairman and Secretary present.

Meeting convened at 10:35 AM.

The chairman called for a moment of silence for the Public Safety workers who lost their lives at the World Trade Center catastrophe.

Order of Business as follows:

1. Moved to ACCEPT the June 20, 2001 minutes (Exhibit I) as distributed. There was no request for changes and no discussion followed. The minutes were **APPROVED** as presented.

The Chairman noted that the **FCC** has formally **approved** the change in Region boundaries allowing this committee to encompass the entire political boundaries of the New England States. The entire State of Connecticut is now in this region. The Commission has issued a PUBLIC NOTICE, which was distributed (Exhibit II).

2. Membership / New Committee Members:

Mark Cady, Worcester, MA, Fire Department has submitted written request to be a member of this committee.

The Chairman referred to a draft document originating with NPSTC, titled Bylaws of Region-
8 (Exhibit III) and a second document for reference, page 5 and 6 of a plan noted as "Region 8 Plan" (Exhibit IV).

Discussion of Exhibit III and Exhibit IV followed.

ARTICLE I
NAME & PURPOSE

The Chairman proposed a formal name for this committee be “The New England 700 MHz Committee.” Mr. DiBella suggested the name be “The New England States 700 MHz Committee.”

The committee voted and accepted a formal name to be “The New England Region 700MHz Committee”.

ARTICLE II MEMBERS

For purposes of this Article, the term “member,” unless otherwise specified, refers to both voting and non-voting members.

VOTING MEMBER

Voting members shall consist of one representative from any single agency engaged in public safety eligible to hold a license under U.S. **47 CFR 90.20, 47 CFR 90.523 or 47 CFR 2.103.**

NUMBERS, ELECTION and QUALIFICATION

The Chairman referred to Exhibit V, a table illustrating membership eligibility that would provide equal representation. He noted that the Executive Committee would encompass each State. Every type of Public Safety entity, as defined, would be eligible to hold a seat. A total of ten persons from each state would be eligible for membership.

The chairman noted that the call for membership would be disseminated as widely as possible. Meetings held quarterly, moving from state to state.

Referring to Exhibit V, the Service Categories and eligibility would be Police, Fire, EMS, OEM/FEMA, at-large member and Highway as well as representatives from the coordinating bodies APCO, AASHTO, IMSA, FCCA.

The quorum for a meeting would be 9 eligible members present who are representatives from at least three (3) states of the Region.

A single agency shall be allowed no more than one vote for each distinct eligibility category within the agency’s organization or political jurisdiction. No state may represent more than fifty percent of the total quorum for action by a vote.

The Regional Committee shall have two classes of members, “voting members” and “non-voting members.” New members may be added at annual, special, or regular meetings. Voting members must attend one scheduled regular meeting annually.

3. Discussion of Technical Proposal - by NYS-TEC (New York State Technology Enterprise Corporation), Exhibit VI.

Mr. Zarwanski explained that this proposal suggest the frequency allocation in this scheme would be a pattern of cells established on a nationwide pattern. The Chairman observed that the plan would limit flexibility in the allocation of frequencies at the local level. Others

commented that this type of allocation structure does not account for the effects on adjoining states. The predetermination of frequency assignment would deprive certain entities adequate numbers of channels. Mr. Carbonell suggested that members review the exhibit and prepare to comment at the next meeting of the committee.

4. Procedures Committee – Mr. Jim Kowalik

Mr. Kowalik noted the difficulty of creating exact procedures due to the current structure of the band with the FCC decision to provide State Licenses and possibly frequency block licenses. Combining channels for wide-band use would affect the distribution of channels. The creation of state band managers would also cause delays in local allocations.

Discussion: Block allocation data is not firmly set although spectrum allocations charts and guidelines give some idea of current thinking. State boarder assignments would be handled by NPSTC. The Region would be getting guidance from others (NPSTC, FCC, Precoordination Database regarding allocation procedures.

5. State licenses

State license applications are in various states of completion. An issue in several states is obtaining appropriate authorization signatures and identifying the holding authority. Mr. Derdak observed that the License will be issued to the State by name and further administration of the license will be determined within that state.

6. Grant Application

The funding has been received and deposited into the account being administered by APCO, Atlantic Chapter.

Mr. Carbonell provided information on the creation of a web page for the 700MHz group. This media would be used for informational and distribution purposes. Server Central (Web page developer) charge would be \$84 per year for placing the Web page. All control of the Web site would be under the Committee. The name of the Committee website was discussed and accepted as NER700MHZ.org

Moved by Mr. DiBella: To spend less than \$100 annually for a site Committee Web page
Seconded and **voted unanimously IN FAVOR.**

7. Committee Meeting Schedule

Moved by Mr. Derdak that meetings of this committee be held on the second Tuesday of the last month of each calendar quarter, which will be March, June, September, and December. The **Annual Meeting** will be held in **SEPTEMBER** and will rotate locations with the normal schedule.

The next meeting will be held on Tuesday, December 11, 2001 at 10:00 am at the Emergency Operations Center, Office of Emergency Management, 645 New London Avenue, Cranston, Rhode Island.

Mr. DiBella moved to adjourn. Carried. Meeting adjourned at 11:55 AM

Respectfully submitted
James Warakois, Secretary

Documents distributed to attendees:

New England Region 700MHz Technical Advisory Committee Meeting Minutes,
Wednesday, June 20, 2001 (Exhibit I)

**FCC PUBLIC NOTICE, PUBLIC SAFETY 700 MHz BAND- General Use Channels,
APPROVAL OF CHANGES TO REGIONAL PLANNING BOUNDARIES OF
CONNECTICUT AND MICHIGAN**, September 10, 2001, (Exhibit II)

BYLAWS OF REGION--, a draft, (Exhibit III)

FCC - Region 8 Plan, (Exhibit IV)

700 MHz Membership Eligibility - Voting, a spreadsheet. (Exhibit V)

NYS-TEC, Technical Proposal, 700-MHz National Pre-Allotment, August 7, 2001,
Version 5, (Exhibit VI)

NCC Implementation Subcommittee Appendix E, SAMPLE BYLAWS OF REGION --,
May 10, 2001, IM00029-A-20010510 (PO14-A),

Spectrum, Volume 1, Issue 1, National Public Safety Telecommunications Council