

Minutes

New England Region 700MHz Technical Advisory Committee Meeting Thursday, March 29, 2001

State Police Headquarters

Framingham, Massachusetts

List of Attendees:

George Pohorilak	DPS-OSET, State of Connecticut, Chairman
Jerry Zarwanski	DPS-OSFT, State of Connecticut, Vice-Chairman
James Warakois	Boston, MA, Police Communications, Secretary
Gregory Richardson	Boston Fire Dept
James P. Kowalik	NH State Police
Michael Doucette	NH State Police . Troop F
Ralph R. Thompson	
Rick Pollak	Motorola
Robert DiBella	Town of Glastonbury, CT
Thomas Crony	Rhode Island State Police
John Pinkham	Mass State Police
John Mosely	Mass State Police
Mark Cady	Worcester Fire
Richard Hanlon	Mass State Police
Gary Gutowski	Mass State Police
Phillip Balboni	Boston EMS
George Carbonell	CT DOT
Michael Stemmler	CT State Police

The Chairman called the meeting to order at 9:40 AM.

The Chairman announced the publication of the Fifth Report and Order (FCC WT Docket No.96-86). Of immediate importance is the definition of the geographic regions served by the committees. The Chairman referenced the division of the State of Connecticut into Region 8 and Region 19. State decision to opt out must meet 7/1/01 deadline

Copies of FCC Public Notice DA 01-58, Public Safety 700 MHz Band General Use Spectrum Deadline for changing Regional Boundaries were distributed.

The Chairman requisitioned members of the committee, from the state of Connecticut, take a vote to include the entire state into one Region. He referenced page 1 of attachment B of DA 01-

58.

Motion by G. Carbonell that: **THE STATE OF CONNECTICUT UN IT'S ENTIRETY BE MOVED TO REGION 19 FOR THE 700MHz SPECTRUM ASSIGNMENTS.**

Second by R. DiBella. Comments by the Chairman and & Carbonell about the advantages of the change The Chairman called for a vote by those members from Connecticut. **The Vote was unanimous in the AFFIRMATIVE.**

The FCC will be notified by letter of Connecticut's decision to opt out of Region 8 as a result of this vote.

Grant Application

The Chairman next called attention to the document Regional Planning Committee Support Funding Program 2001. He pointed out the need for disbursement and accounting of any funds received from the National Institute of Justice AGILE Program Association of Public Safety Communications Officials, International (APCO), Atlantic Chapter was approached to provide the accounting and disbursement of any funds received under this program.

The treasurer of the APCO, Atlantic Chapter, Jeff Vannais was approached by the Chairman as to the willingness of APCO -Atlantic Chapter to hold money for the committee and disburse funds as authorized by the committee.

R.DiBella suggested that APCO -Atlantic Chapter handling the funds might give the appearance of favoritism.

R. Thompson stated that the small sum of money would not be significant and from his view would not evoke feeling of conflict with IMSA or other frequency coordinators.

G. Carbonell noted that the handling of the funds by APCO would avoid the accounting difficulties found within state accounting and disbursement systems. He questioned how many other organizations not tied to a state were setup to handle the disbursement of funds. It was noted that there would be no charges for servicing this account.

The chairman stated that the request for accounting support be brought before the APCO - Atlantic Chapter for approval. A Memorandum of Understanding will be generated between the 700Mhz Committee and APCO - Atlantic Chapter. Rules of fund disbursement will be identified.

J. Kowalik inquired of the committee's intent to support funding for implementation of software training for maintenance of the frequency database.

The Chairman suggested that use of the database would likely be by the Frequency Coordinators involved in the frequency assignment process.

Vice Chairman (J. Zarwanski) observed that the frequency database would be maintained by some person from the Committee. Coordination of frequencies could be by any of the Coordinators who currently coordinate Public Safety frequencies.

Motion by R. DiBella that APPLICATION BE MADE FOR A GRANT OF THE MAXIMUM FUNDS AVAILABLE FROM N.P.S.T.C. Seconded by G. Carbonell. Voted in the affirmative by the majority of those present.

Motion by R. DiBella that **APCO, ATLANTIC CHAPTER BE USED TO HOLD AND DISBURSE THE GRANT MONEYS RECEIVED.** Seconded by R. Thompson. **Voted in the affirmative by the majority of those present.**

Public Notice (FCC) DAOI-406 Public Safety 700 MHz Band—State License Option to Apply Runs through December 31, 2001 distributed.

The Chairman emphasized the need for each State to take prompt action to file application for the State frequencies even though the final rules have not been issued.

General discussion ensued regarding the designation by the States for State “Band Managers” for 700 MHz.

J. Kowalik described the process in New Hampshire.

The Chairman described the process and intentions in Connecticut.

J. Zarwanski explained the current procedure for filing for the license, the results that can be expected and the date of deadlines.

The discussion by others emphasized the need for all of the Region 19 member states to file timely application for the “State 700MHz Band” even though the states were in preliminary discussions.

Motion by R. Thompson that **The Chairman send a letter to those states not represented at this session (Maine and Vermont) emphasizing the need for them to act on making application for the state allotment of 700 MHz frequencies.** (FCC Public Notice DA 01-406). Seconded by R. DiBella. **A voice vote was unanimous in the affirmative.**

The Chairman opened discussion about the plan development process. He suggested that the elements of the plan should begin by the June meeting.

The subjects of discussion included: Geographic boundaries; 800 MHz process and previous experience with the 821 MHz plan.

The Chairman referred to the published NPSTC Plan and recommended it as a guideline for the 700MHz plan. The NPSTC Plan includes: Procedures; Plan Development; Technical Standards; Appeals; Interoperability; Eligibility; Applications; Enforcement; etc.

J. Kowalik suggested dividing plan development into two main areas with associated subcommittees: administrative procedures; and technical issues; and procedures isle noted many of the procedures be modeled after the 800MHz plan that is now in place. However, there are technical standards that will have to wait for FCC guidelines.

The possibility of Internet use by the members was discussed G. Carbonell suggested the creation of an Internet user group for exchange of information.

The Chairman suggested that the plan development process should begin before the next meeting. The following members agreed to begin drafting the following:

Procedures element - J. Kowalski

Eligibility sub committee J. Zarwanski, G. Pohorilak

Applications process .sub committee, G. Pohorilak

It was suggested that the current Regional 19 plan be obtained for the members G. Carbonell agreed to “scan-in” the current Region S and Region 19 plans into a user group format to be available to the members of this committee via the Internet

The Chairman suggested holding the next meeting of the entire committee in late June. After discussion, Wednesday, June 20, 2001 was chosen as the next meeting date. The location, Vermont. The location address will be sent with Agenda to committee members

A general public notification of the meeting will be made to Public Safety Entities, especially those near the meeting venue

Motion by the Vice-Chairman that The minutes of the previous meeting be accepted as written. Second by G. Carbonell. There was no further discussion. The minutes of the previous meeting were approved by voice vote.

The Chairman called for any further comments or discussion from the floor.

Motion to adjourn voted and carried.

Meeting adjourned at 11:48 AM

Documents distributed to attendees:

Regional Planning Committee Support Funding Program 2001, NPSTC (National Public Safety Telecommunications Committee

FCC Public Notice, DA 01-58, Public Safety 700 MHz Band General Use Spectrum Deadline for Changing Regional Boundaries is July 2, 2001

FCC Public Notice, DA 01-406, Public Safety 700 MHz Band--State License Option To Apply Runs Through December 31 2001

Minutes New England Region 700 MHz Planning Meeting, December 7, 2000, Daniel Webster College, Nashua, New Hampshire.

Respectfully Submitted

James N Warakois, Secretary