SAFECOM Meeting Summary
December 4, 2014
Norman, Oklahoma

Meeting Highlights

‣ SAFECOM members heard from community experts, including Dan Cotter, Department of Homeland Security (DHS), Office of Interoperability and Compatibility (OIC), on new DHS Science and Technologies' (S&T) goals, and Tracy McElvaney, Public Safety Communications Research Program (PSCR), on progress made towards major research projects in 2014.

‣ SAFECOM committee members provided updates and facilitated discussions on work products and activities initiated by the 2014 committees and discussed future work products for 2015 through 2016.

‣ Office of Emergency Communications (OEC) leadership and staff shared updates on Federal emergency communications initiatives, including the 2014 National Emergency Communications Plan (NECP).

SAFECOM Action Items

Table 1. SAFECOM Action Item List (as of 12/08/14)

#	Description	Status	Owner
1	Resend Emergency Communications Advisory Group white paper, Funding Mechanisms for Public Safety Communications document, and T-Band Giveback fact sheet to Executive Committee (EC) for review and approval during the January 8 EC conference call	In Progress	OEC
2	Update SAFECOM Charter based on member feedback	In Progress	Governance Committee
4	Develop criteria for a yearly SAFECOM awards program	In Progress	Governance Committee
3	Draft a statement noting that all equipment purchased with grant funding should be Project 25 (P25) compliant	Not Started	Technology Policy Committee
5	Investigate and distribute information on vendors for SAFECOM shirt	In Progress	Education and Outreach Committee
6	Provide location information to the EC on the March 2015 in-person meeting	Not Started	OEC

Welcome and New Member Introductions

Terry Hall, SAFECOM Chair, welcomed participants and introduced new SAFECOM members (*Table 2*). The group then held a moment of silence in memory of the public safety community members who were lost in the Oklahoma City Bombing on April 19, 1995. Terry then announced that SAFECOM will no longer refer to the term Emergency Response Council to describe its membership. Changes on SAFECOM's naming convention within the SAFECOM Charter were a result of recommendations from the Governance Committee and were approved by the SAFECOM EC in October 2014. The new name is meant to reflect the entire SAFECOM membership, rather than a subgroup of the organization, like the EC.

Table 2. New SAFECOM Members

Name	Affiliation
Darryl Ackley	National Association of State Chief Information Officers (NASCIO)
Glenn Cannon	National Emergency Management Association (NEMA)
Bruce Cheney	National Association of State 9-1-1 Administrators (NASNA)
Scott Edson, EC member	Major Cities Chiefs Association (MCCA)
Patrick Irwin, EC member	National Association of Counties (NACo)
Brent Lee, EC member	Association of Public Safety Communications Officials (APCO)

OEC Update

Chris Essid, OEC Deputy Director, welcomed the group and noted that SAFECOM's in-person meetings are extremely important and have provided many great ideas and initiatives to the emergency communications field. Chris reviewed OEC's successes conducting Technical Assistance (TA) offerings, including 51 First Responder Network Authority (FirstNet) Pre-Consultation Workshops and 47 Statewide Communication Interoperability Plan (SCIP) update workshops. So far this year, OEC has accepted 132 TA requests from 51 States and territories and is working on developing three new training courses for the spring of 2015 in response to stakeholder-identified needs. The current and planned trainings reflect the newly developed emergency communications ecosystem. In addition to TA offerings, OEC continues to improve the Communications Assists Survey and Mapping Tool Next Generation to help prepare State and local public safety agencies for the deployment of the Nationwide Public Safety Broadband Network.

OEC will use the 21 SCIP update workshops requested so far to align the SCIPs to the 2014 NECP. OEC has worked with States to design a program that helps them adapt the SCIP to an evolving technology environment, such as the use of broadband technologies and social media. These workshops, as well as ongoing support for each SWIC, will assist States in accomplishing their SCIP goals and initiatives, and will minimize the challenges posed by new technology in the emergency communications ecosystem. For more information on the SCIP program, please contact Jackita Bass.

New 10-year contracts are in place for the Next Generation Networks Priority Services (NGN-PS) program. Contracts were awarded to the three major telecommunication carriers (i.e., AT&T, Verizon, and Sprint). These contracts will bridge the emerging technology gap for the Government Emergency Telecommunications Service (GETS) and Wireless Priority Service (WPS) tools, from legacy circuit switch networks to the more recent VoIP packet switch networks. This technology upgrade will ensure continuity of operations at all levels of government and that first responders are provided a more up-to-date toolset for priority phone communications for both wired and wireless user equipment. Currently, OEC has 320,000 GETS users and 123,000 WPS users.

Community Updates

DHS OIC

Dan Cotter, DHS OIC Deputy Director, introduced DHS Science and Technologies' (S&T) goals reviewed the Next Generation First Responder Apex expressed interest in continuing to engage with SAFECOM. DHS S&T is working towards four technological advancement goals:

- Improving airport baggage and passenger screening technology

- Advancing cybersecurity infrastructure
- Creating a decision support, modeling, and simulation system
- Building networked tools and technology-enhanced uniforms for the public safety responder

Dan explained that the Next Generation First Responder Apex program aims to prepare and protect first responders through enhanced personal protective equipment that provides real-time situational awareness tools to recognize and avoid hazards. While OIC is excited to continue the development of these technologies, they are challenged with keeping equipment costs low enough for implementation throughout the public safety community.

Dan provided suggestions that would align OIC initiatives with Goal 5 (Research and Development) of the NECP. OIC recommends further linking Federal research and user requirements with the Emergency Communications Preparedness Center. Additionally, Dan suggested the collaboration of Federal research in mission critical voice, data, cybersecurity, and Next Generation 9-1-1 (NG 9-1-1). Participants expressed interested in learning more about the technologies that OIC is offering and look forward to continuing the relationship with OIC. For additional information about OIC and its programs, please contact Dan Cotter.
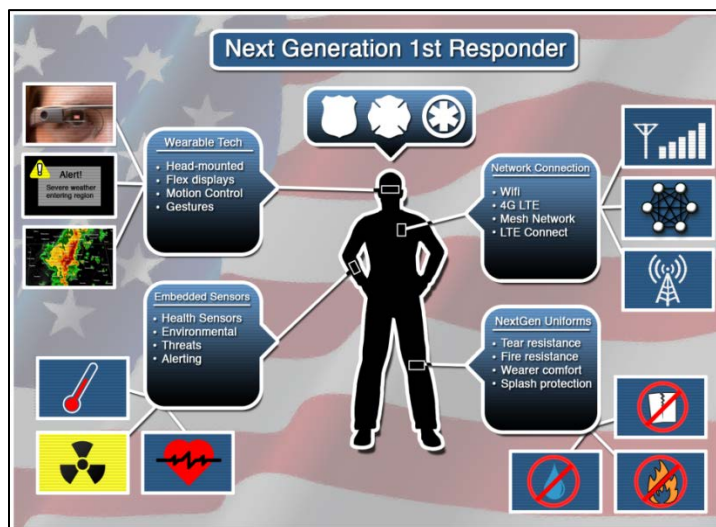

Figure 1: Next Generation First Responder

PSCR

Tracy McElvaney, PSCR, noted a successful year of growth for the research program, with the addition of projects with OEC, Customs and Border Protection, and additional large-scale testing projects in deployable networks and local control. PSCR are working to provide FirstNet a Quality of Service (QoS), priority and preemption "State of the Industry" report. It will also work with OEC to provide technical evaluation support of Next Generation Network Priority Services.

Tracy reviewed the current evaluation methods of QoS testing, using a sample of 400-500 potential users of the broadband network. PSCR identified the triggers that determine who is able to access the network during an emergency. Tracy reviewed the results of the testing, including how quickly test users accessed the system, the difficulties of making initial contact to the network, usability of the network when it is at full capacity, and the ability to maintain a connection. The testing identified areas that PSCR will explore; particularly related to admission controls with vendors to further develop evaluation criteria for future testing. For more information, please contact Tracy McElvaney.

SAFECOM Committee Updates and Strategic Priorities

Education and Outreach

The Education and Outreach Committee showed the "About SAFECOM" video, which began its production during the August in-person EC meeting, to the EC. SAFECOM members will receive the link for distribution once it is final. The committee continues to develop and refine the SAFECOM elevator speech. This product will be similar to the

National Council of Statewide Interoperability Council (NCSWIC) elevator speech and will provide high-level talking points conveying what SAFECOM is and does. A second product in progress is the Emergency Communications Advisory Group white paper, which the EC will review and approve during its January conference call. In 2015, the committee will begin to develop a communications plan. This plan will include strategies to increase stakeholder partnerships and overall SAFECOM awareness in the public safety community, to distribute SAFECOM committee products to the public safety community, and to increase member organization outreach. The plan will also include standard operating procedures (SOPs) that will guide members on how to carry out the outreach described in the communications plan. Additionally, the committee will work with OEC to shape the message and content for the new SAFECOM website. Ralph Barnett, III, OEC, noted that for the website to be in compliance with DHS Office of Public Affairs standards, all documents posted to the website must be Section 508 compliant. OEC preformed 508c remediation to many of the documents prioritized during the June in-person meeting.

Funding and Sustainment
The Funding and Sustainment Committee, a joint venture with NCSWIC, completed its Funding Mechanisms for Public Safety Communications document, which the EC will review and approve during its January conference call. Harlin McEwen, International Association of Chiefs of Police, asked for the document to include language about foundations providing funding. Ken Bradley, OEC Funding and Sustainment Committee lead, responded that the committee will continue to update the document as it identifies new funding opportunities. During their breakout session, committee members also discussed the development of a document that examines how attending national meetings, such as SAFECOM and NCSWIC in-person meetings, allows States to request OEC TA as a supplement to grant funding for emergency communications programs, on topics such as governance, SOPs, training, exercises, and operational technology support. This resource will be useful for SWICs as they brief leadership on the support OEC provides States, the dollar amount associated with State requested OEC TA, and other emergency communications funding sources.

Governance
Governance Committee members discussed developing a SAFECOM award named after Marilyn Praisner because of her commitment to SAFECOM and its achievements while she was chair. Members agreed that a time table would not be associated with the award nor a specific set of criteria, but to let the member's exemplary actions speak for them. The top products for development by the Governance Committee in 2015 include: 1) SAFECOM Annual Report; 2) Updated Governance Guide/Sample MOUs/MOAs/Governance Summaries; 3) Revised Strategic Plan; 4) Executive Committee Restructuring Recommendations. The Governance Committee also plans to coordinate with Education and Outreach committee to review the SAFECOM website content, and to turn SAFECOM 101 presentation into an article to publish in various association magazines.

Technology Policy
Gerald Reardon, Technology Policy Committee Chair, met with members of the committee to discuss work products developed in 2014 and finalize the priorities for the coming year. Gerald also welcomed new SAFECOM members to the committee. In 2015, Tech Policy's main focus areas will be working with the Federal Emergency Management Agency (FEMA) to examine how to better incorporate communications into the Incident Command System. Several options include elevating the role of communications in the chain of command, including the position of Logistics Officer, or increasing training required for the Incident Commander. The committee agreed to work with OEC and FEMA to examine the best course of action. The committee also agreed that it would work on a cybersecurity white paper for public safety communications. This white paper would succinctly examine the issues facing the public safety communications community and provide links to resources that personnel can utilize to better protect their systems. The committee agreed to push back when it will examine and develop best practices for indoor broadband coverage due to lack of data available from FirstNet.

Members who are interested in joining additional committees are encouraged to reach out to the SAFECOM Inbox.

Charter Discussion

Doug Aiken, Governance Committee Chair, reviewed revisions to the SAFECOM Charter, including the suggestion to remove the phrase "Emergency Response Council," approved for removal in October 2014. The Governance Committee also updated the Charter to include:

- Updated mission statement
- Updated goals
- Description of SAFECOM's reorganization (i.e., transition to a committee structure)
- Additional guidelines for inviting new associations and members
- Additional guidelines regarding the election of the SAFECOM Chair and Vice Chairs
- Substituting "working groups" with "committees" (Appendix A)
- Updated the SAFECOM Public Safety At-Large Member Map (Appendix B)

Doug mentioned that over the next few months, the Governance Committee will be discussing a possible reorganization of the SAFECOM EC structure and will be establishing a working group to discuss possible changes in early 2015. Participants provided suggestions for additional changes, including clarifications on the chart in Appendix A to mirror the format of the quick reference guide and clarify that Federal members do not have voting authority. Tom Sorley, US Conference of Mayors, motioned to approve the SAFECOM Charter with the knowledge that minor word changes will occur. Gary McCarraher, International Association of Fire Chiefs, seconded the motion, and no members opposed.

SAFECOM Chair and Vice Chair Elections

Doug opened the election noting that Terry Hall, representing National Association of Counties (incumbent) and Steve Proctor, representing Utah Communication Agency Network as a public safety at-large member, were the nominees for the SAFECOM Chair position. The nominees for the two Vice Chair positions were Mark Grubb, representing NCSWIC, and Doug Aiken, representing the National Public Safety Telecommunications Council (NPSTC). Harlin McEwen made a motion to submit a ceremonial ballot on behalf of all voting members to usher Mark and Doug into the Vice Chair position. No members opposed the motion. Voting members then voted for the Chair position. Following the ballot count, Ralph announced that Steve Proctor will be the 2015 SAFECOM Chair.

Emergency Communications Community Updates (EC Meeting)

Doug Aiken, Governance Committee Chair, presented Terry Hall with an award on behalf NPSTC in recognition of his services as the Vice Chair of the governing board.

Harlin McEwen discussed the proposal submitted by the Federal Communications Commission (FCC) to update wireless indoor location accuracy rules. He added that the Association of Public-Safety Communications Officials, the National Emergency Number Association, and the Cellular Telecommunications Industry Association Wireless Association have begun developing alternative plans to the proposed FCC regulations. A letter filed with the FCC expressed concern that many public safety organizations were not consulted in those discussions.

Participants revisited language in the SAFECOM Grant Guidance citing issues between using terms that require action verses suggest it ("should" vs "shall"), especially as it relates to the implementation of P25 devices when making new

purchases. Some participants felt that public safety community must begin to better prepare for a nationwide broadband network. Others felt that strict requirements will not allow budget-conscience agencies the ability to maintain their current infrastructure, or have access to grant funding. Miriam Montgomery, OEC, noted that in some cases, DHS can offer a waiver stating that grant spending is non-compliant. Harlin McEwen made a motion for the Technology Policy Committee to draft a statement noting that all equipment purchased with grant funding should be P25 compliant. Marilyn Ward, NPSTC, added that the Technology Policy Committee should consult language prepared by NPSTC while drafting the document. Kevin McGinnis seconded the motion, which went unopposed. At the end of the meeting, EC members thanked Terry Hall for his work as SAFECOM Chair.

Future Meetings

Table 3. Upcoming 2015 Meetings

Date	Meeting Type
January 8, 2015	EC conference call
February 5, 2015	EC conference call
March 26, 2015	EC In-Person Meeting, Portland, OR
May 12-14, 2015	Joint In-Person Meeting, Jacksonville, FL (tentative)
June 2-5, 2015	PSCR Meeting, San Diego, CA
June 11, 2015	EC conference call
July 9, 2014	EC conference call
September 10, 2015	EC conference call
October 8, 2015	EC conference call
November 2015	Joint In-Person Meeting, Location TBD