

**Rhode Island Emergency Management Agency
Interoperable Communications Meeting
Tuesday, September 3, 2013**

In Attendance:

Members:

Jamia McDonald – Dir. of RIEMA
Colonel Chris Callahan - RING
Gina Caruolo - RI Dept of Corrections
Norma Sousa - E-911
Peter Ginaitt – Lifespan
Sam Adams- DOH
David Schnell - Lifespan
Joseph McGarry - Prov. Communications
Joseph DelGuidice – Prov. Communications
James McLaughlin - Fire Chiefs Association
Sid Wordell - Police Chiefs Association
Tony Lupinacci - DOIT
Dawn Lewis – HARI
Brian Glancy – Rep. of RIEMA
Tom Crotty – RISP
Thom Guertin - SWIC

Guests:

David Marble – OSHEAN
Jeff Reilly - MutuaLink
John Washburn - RIEMA
Brian Swann – Motorola Solutions
Tom Guthlein – RIEMA
Melinda Hopkins – RIEMA
Gil Woodside - RIEMA

The meeting was called to order at 10:01 am by Chair Jamia McDonald.

1. The minutes of the last meeting were reviewed.

Motion for approval of minutes by Peter Giniatt and 2nd by Sam Adams. Discussion: Joseph McGarry of Providence Communications stated that on Pg. 3 in the discussion on training it should read the State Police and Fire Municipal Academies into the training.

Minutes were amended to read such. Peter made a motion to accept as amended seconded by Norma Sousa, all approved, minutes were accepted as amended.

2. Presentation from OSHEAN

Jamia McDonald, Chair, moved up the presentation from Dave Marble with OSHEAN a non-profit network organization. Chair McDonald introduced Mr. Marble; he gave a brief background of the organization. They are a 501(c)3 stand alone by charter, with no commercial entities. Mr. Marble stated that they just finished up the BTOP stimulus grant build, \$32 million total with \$21.5 federal funds with \$10.5 in matching funds. They have already laid over 400 fiber miles. All public and independent universities and colleges are on the network. Primarily for communications, but there is a different use for all. There are 48 strands of backbone and only a few are being used so that leaves a lot of room for expansion. Kindergarten through grade 12 can make connections to the libraries. Also connected is the Office of the Courts, the Secretary of State's Office and 50 Service Avenue, there are lots of opportunities for connection. OSHEAN is working with the municipalities to provide them connectivity to the backbone. Internet 2 is used in the educational facilities.

It was opened up for questions. Mr. McGarry asked if Internet 2 would replace the regular internet, and the answer was no, it was really designed for educational purposes and to be able to do disaster recovery. Chair McDonald inquired on the pricing, being a 501(c)3, how does it work? It is a subsidized environment under a grant; originals were on a common anchor list. Now it is an offer, just compare with others, OSHEAN is very aggressive and cost effective; they can do maps of what they offer. The further away from the backbone, the more it costs. The VPN connections and tunnels are done through a membership, however the commercial internet is charged if you want that. Peter Ginaitt asked if businesses were allowed to pay for main, and it was stated that they do allow that. There are many ways to do that. Chair McDonald stated that David shared his fiber map so we know where we can plug into. OSHEAN is running fiber into EMA so there is redundancy. The backbone has not gone down in a storm, but the end points might. OSHEAN is in all 16 libraries and can be used to rebuild post disaster. The libraries pose as potential for connectivity.

3. Discussion on Standard Operating Procedures (SOP)

Tom Guthlein stated that he had received feedback from 6 people on the Standard Operating Procedures he had sent out. Tom also stated that it will be done electronically and he will embed a date into the footnote so please don't change that date. He is looking to send SOP's out to committees. He is accepting feedback from the first 10 that have gone out and will come up with a workplan with dates for the rest. Peter Ginaitt asked who will be involved in the final adoption of the document, the chair stated that the Rhode Island Emergency Management Agency will officially adopt but with advice from the committee. Another question was when is the appropriate time to

bring the SOP's back to the Organizations represented. This question was deferred to John and Tom to think about. If they have regular meetings they need to think about how to fit into their schedule to cycle to their membership. The workplan will have dates and it will have a maintenance workplan also. The question was posed that the SOP's are for full time users are there different ones for part time? There is a section that discusses it and they need to make sure it fits into an emergency situation. We are also looking at MOUs. If a community is going to sign an MOU they need to have reviewed the SOPS and there needs to be a check box for that. First response needs to be covered even if a community is not on it. We need to be cognizant of who is on the system. The suggestion was made that when the SOP's are completed have a 30-day comment period before it is final. The chair said we need to step back and see how we can factor in the feedback loop.

4. Committees

The Chair stated that we are narrowing the committees to 5. They are as follows:

- Budget/Capital
- Policy
- Training/Education
- Compliance
- Technical

We had two people interested; we will give it another month. We will take a vote to establish. Sam Adams made a motion to establish the above committees, seconded by Peter Ginaitt. All approved.

Jamia will send out a brief description of the subcommittees to the committee. Need to be chaired by someone on the ICC, name a chair and as necessary can bring in Subject Matter Experts. So anyone who submitted interest, please resubmit.

5. New Business

The Chair stated that there was an outage in the Northern Zone on Wednesday or Thursday, she referred to Gil from RIEMA on this. Gil stated that the system did not recognize the outage; it was offline for approximately 25 minutes until site trunking was restored. The core database had to be rebuilt. The system went down at 12:25 and only received three phone calls, one from North Providence, than an hour later, one from Woonsocket and then approximately one hour and 20 minutes later, North Smithfield called to report it. The question of notification arose, and John Washburn stated that they are working on a system to give the ICC notification of an outage. It was noted that Health and Department of Corrections has a system for notification, maybe we can develop on an existing one, working with the fusion center on this. Brian Glancy asked if they (Motorola) are taking steps to prevent this in the future and it was noted that this was a human induced thing, and they have gone back to the checklist.

A motion was made by Peter Giniatt and seconded by Colonel Callahan to adjourn at 11:05 pm.

Next meeting is on Tuesday, October 1, 2013 at 10:00 am