



**Meeting Minutes**  
**Interoperable Communications Commission (ICC)**  
**August 19, 2015**

**In Attendance:**

Peter T. Gaynor, Director RIEMA  
Pete Ginaitt, Lifespan  
Joseph DelGiudice, Prov. Communications  
Chris McGrath, RI Department of Health  
Norma M. Sousa, RIE 911  
Gina Caruolo, RI Department of Corrections  
Ralph Nahigian, RISCO North  
Dawn Lewis, Hospital Assoc. RI  
Brian Glancy, Rep. appointed by RIEMA  
Chief James McLaughlin, RI Association of Fire Chiefs  
Jamie Pereira, RIPTA  
Thomas Mulligan, RI Police Chief's Association  
Not Present, RIDOT  
Not Present, RI DoIt  
Not Present, RI Bridge, Turnpike Authority  
Not Present, RI State Police  
Not Present, Narragansett Indian Tribe  
Not Present, RIAFC  
Not Present, RISCO South  
Not Present, Thom Guertin, Office of Digital Excellence  
Not Present, David Schnell, Lifespan  
Not Present, Joseph Reppucci, RIDOH  
Not Present, Scott Lessard, NKFD  
Not Present, Frank Floor, RIDEM

**Guests**

Tim Cullinan, EPFD  
Thomas Guthlein, RIEMA  
Gil Woodside, RIEMA

Director Peter Gaynor called the meeting to order at 10:06am. Roll call was conducted to begin the meeting. A quorum was present.

Director Gaynor begins by reviewing the minutes from the last ICC meeting held on June 2, 2015. Motion to approve the May 6, 2015 Slide deck, all approved. Motion to approve the June 2 and 3, 2015 SCIP document, all approved. Motion to approve the SCIP, comments on page 1 by OEC. The text came out of the meeting. OEC added text on the side. Thomas Guthlein (RIEMA) feels they may not be needed. Approved as written? Approved. Ralph Nahigian (RISCO NORTH), and Chris McGrath (DOH). RISCO Standards and Procedures – Motion

to approve – Approved. Mr. Ginite asked no personnel / without prior approval – emergent need/ RIEMA is not 24 hour?? Is there a process in place if RIEMA is not available? Guthlein states to contact RISP or RIEMA. Notification process. Mr. Glancy asked if this fix the problem down south. Mr. Guthlein stated it's not for convenience. He wants to put the SOP in place.

All voting has been completed.

Director Gaynor states CODE Red – ECN – covers the 39 Cities & towns. EMPG will fund the 39 cities and towns and a few others. 1 October EMA will pay the full bill. The goal is to have complete communication. 21 communities are already users. Mr. Nahigian received a call from CODE Red - thank you from Providence for taking burden off the City. Signing a MOU with city officials, they will decide who signs and how they manage the system. Locals will manage. RIEMA has the ability to take over. Mr. Guthlein states shooting for Full implementation by end of October. Geofencing will be available. Dawn Lewis – marketing, can vendors utilize. Director Gaynor states CODE Red should be advised by the ICC. Mr. Guthlein states it is for Public Safety only. Not for every day notifications. Dawn Lewis asked if anything that is not public safety is considered abuse of the system. Mr. Guthlein stated yes. Mr. Mulligan states residents go in and create their contacts. Can RIEMA access the local list? Director Gaynor, yes, it will be migrated. Mr. Guthlein, everyone must realize that if you have general messaging, the contacts will not transfer if they are not. Director Gaynor stated over use is not good. If it comes from the State it is serious. Dawn Lewis asked, can we explore and automated RISNER registry. Mr. Guthlein yes, we will sit down to explain the process. Need to write a separate SOP & MOU. Our first goal is to do the Cities and Towns first then move to the State Departments. Mr. McGrath asked is there, or will there be a Subcommittee? Mr. Guthlein replied, yes, we will be in touch.

Director Gaynor states there is an IPAWS side of it. Ralph – but only the State can do it? Mr. Guthlein replied yes, there are 6 people with RIEMA that can do it. They can do it from home. Mr. Guthlein – IPAWS alerts are specific. You can call CODE Red directly. Director Gaynor reiterates, it will all be in the Plan.

Voting on ICC managing CODE Red – All Approve

Mutualink – Director Gaynor

- Hardware and Software solution – will allow true Interoperability.
  - Allows you to be a part of it as a user. You bring in the elements you think you need for your environment.
  - We will do a pilot program. Goal before Christmas. Pick power users.
  - Asking for SOP's prior to purchasing.
- Dawn Lewis – there are some communities already using it.
- How long is testing? It will be about a 3 months test period.
- Configuration – it is connected to the System but you are in control of your system.
  
- Mutualink belongs in the ICC – Motion to make it part of the ICC portfolio – all Approved



Mr. Guthlein disused repeaters. He stated we were able to get grant money and will be fixing 56 of the 86. We will be sending alerts to locals to alert you we will be swapping them out. We will be replacing a few microwaves. As long as we keep our equipment up to date we are good. Director Gaynor stated during the 4<sup>th</sup> of July event or the weather event he heard through people there are a lot of people on the system. Mr. Woodside responded there were no system busy.

SouthZone – McGrath got system Busy on the 4<sup>th</sup>. Mr. Woodside was unaware.  
Mr. Guthlein stated some people were creating their own problems.  
Guthlein/Gil – will look in to it again.

Mr. Guthlein discussed Genesis – we will be able to track data. It will be detailed reporting. Mulligan – time line on this? Trouble shooting? Director Gaynor, Can you create a specific report. Gil yes, we can request based off specific information. Mulligan believes there may be some user issues.

Director Gaynor states we should do a demo with the locals. Mr. McLaughlin – 800MHz is a great value. Mr. Ginaitt is it practices the RIEMA post event to see if it all works is there an end of the year report? Director Gaynor, our goal is absolutely.

New Business –

Technical Sub Committee – no new reports

Capital – no new reports

Compliance – no new reports

Education - McLaughlin - We will help out on the 25<sup>th</sup>. November 4, we will help out. Gaynor we are working with DOT to get training on Webinex.

Policy – no new reports

Peter Ginaitt Lifespan announced today is his last day to represent ICC.

Meeting was adjourned.

Next meeting scheduled for October 6, 2015, DOT Facility 360 Lincoln Ave, Warwick.



