**January 31st, 2023, Meeting Note for Public Safety Communication Council**

**Online/In Attendance:**

Tracy Murdock, Chad Mosteller, Steve Swenson, Jason Jones, Maria King, Pat Harrington, Adam Scott, Paul Dockter, Jay Gerlach, Garrett Wellman, Bruce Nachtigall, Trent Nincehelser, Todd Dravland, David Goodwin, John Hubregtse, Jim Pearson, Ray Black, Charlie Kludt, Kendall Light, Chuck Kevghas, Tyler Green, Amanda Jost, Doug Penniston, Frank Jarman.

Chair Nachtigall called the meeting to order at 10:00 AM

**Roll Call**- 14 members in attendance, quorum was met.

**Request for Additional Items to add to agenda:**

**Approval of March 2022 Meeting Minutes:**

King motioned to approve, second Goodwin. Approved on a voice vote

**New Business:**

1. **SWIC Updates –** Dravland provided an update on his recent functions as the SWIC for South Dakota. He will be attending SCIP with Maria King April 19th &20th
2. **System upgrade status -** Nincehelser provided an update on the ongoing status of the P25 system upgrade.

* Critical connect now has bugs worked out and will be looking to onboard new users soon
* Edgemont site upgraded October 5th to P25
* Rapid City Simulcast upgraded to P25 October 17th the upgrade process consisted of moving the prime site from Elk Vale Rd. location to Camp Rapid and is now co-hosted with the Pennington County backup dispatch center with the redundant network connection shared with ROC. The new location leverages shared infrastructure already in place and increases survivability, security of the Rapid City Simulcast system. The system was left live in SmartZone operating at partial capacity during the upgrade with a total downtime for cutover of less than two hours. Adam Scott (Pennington County) provided update on conversion details.
* PSAPs converted first week of January 2023
* New Town Hall meetings every Wednesday @ 2:00 PM in February
* New link to SDPSCC is now STATERADIO.SD.GOV
* Jay from SF two-way talked about supply chain issues for new radios
* Maria King talked about tracking 911 centers P25 readiness Cheyenne River waiting on installs, Rosebud also looking for Mid-February, talking to vendors directly on their schedule.  Spink County radio vendor, their Nov. 2020 order not placed, SF 2-way Jay working on Spink County, April 2023 for Bon Homme, no date on Spink County, Brookings may be completed but Jay to verify, Jay will do install for Bon Homme.  Spink County is having challenges, order is placed, no status on order.
* Nincehelser has gathered templates, CC lists, TG ID's and Alias information, Trent will be working with Vendors, Jay/ Brian been in contact with Trent. Will have a more targeted outreach with Vendors, outreach to vendors is perhaps best way to gather readiness.

1. **Hot Springs, and Hills Simulcast projects status –** Nincehelser spoke about Hot Springs Site becoming active on October 5th, 2022 and has doubled in use every month since being turned up.
2. **New Redfield site and White River tower replacement -** Dravland updated the initial site survey of the new tower site at the DOT complex in Redfield and soil sampling is done.  New site will address an area underserved by surrounding towers and consists of a 140’ self-supporting tower, new building, RF equipment, etc. Spectrum analysis is completed, Motorola Hardware has been ordered, Tower site construction will begin in the spring of 2023 sometime. White River tower site construction will be being in the Spring of 2023 and underground power has been buried to the site.
3. **Highway Patrol/State Radio Mentorship training**- Nincehelser and Wellman updated that on November 8th Highway Patrol and State Radio technicians participated in a mentorship/training exercise. HP technicians were provided with necessary programming cables, software, and encryption key loader, so they can better serve troopers. This enhanced collaborative relationship will benefit both state radio technicians and HP troopers limiting wait time and resources traveling to and from scheduled radio programming events. HP technicians now complete radio programming in 3-4 new cars per week and has been a significant benefit in serving the Highway Patrol Troopers.
4. **Motorola Smart Connect** presentation was moved to SDPSCC Broadband Subcommittee meeting due to time constraints.
5. **Formula development for underserved state radio coverage areas –** open discussion A group was formed consisting of Nincehelser, Nachtigall, Pearson, Harrington, and Karley to identify the parameters used in identifying underserved areas for State Radio coverage in the state and will report back in March SDPSCC meeting on findings.

1. **MySD login for State Radio service requests –**Nincehelser shared how to create MySD accounts for both state and non-state users.  This is how radio dealers and stakeholders in South Dakota will need to report service requests and incidents for State Radio staff. New tickets include Radio Id Requests, Installs, programming, incidents, and general requests are all live today, with ASK and Critical Connect onboarding coming soon.
2. **Minnehaha County Projects –** Nincehelser discussed working on a new Dispatch and Law Enforcement center, target completion date of Late Summer, into Fall of this summer 2023.  Also, in early discussion with doing Simulcast for North Simulcast system, using it from N. Minnehaha site.   Will have 24 dispatch consoles in their center. Order is placed with Motorola on North Minnehaha site, will need to work on frequencies, from N. Minnehaha site.
3. **PSAP/ Dispatch engagement for radio Stakeholders**- Maria, from a PSAP perspective that were done, and how the process went forward. Ted Rufledt and Nincehelser authored a document that was sent to the PSAPs on tips for a successful transition to P25 from a PSAP perspective. Working on target communications regarding P25 upgrade through the paging systems.

**Old Business:**

1. **FYT2022/2023 Budget-** Nincehelser provided an overview of the State Radio budget. Currently, all aspects of the budget are at expected levels. 58% of the fiscal year remains and 56% of the budget is remaining. 21% of the year’s total budget was paid out in July in contractual services, mostly to Motorola. The following two years will present budgetary challenges highlighted by overtime and potential unforeseen expenditures related to the P25 project.
2. **FirstNet/Broadband subcommittee report –** Kendall Light discussed the topics cover in the past three months Broadband Subcommittee meetings including Smart Connect. Penniston provided update that FirstNet is officially 5 years old this year. First 5 years, 38 cell sites committed, March was deadline and completed ahead of schedule the past five years is the first of a 25-year contract.  Add mission critical PTT 5G, location-based services.  Since last update have launched last of 38 committed sites, 1 near Wyoming border, and other in Hills. Lot of additions in underserved areas including Deerfield Lake, Greenwood, SF Wentworth, Columbia Township, RC Airport, Ethan sites. Make committee aware that FirstNet have now expanded eligibility to allow teachers, transportation and staff involved in responses for school emergencies.
3. **Advanced system Key policy** Nincehelser spoke about the importance of developing an Advanced System Key Policy, basically requiring anyone that programs radios on the State radio network to complete some testing requirements to ensure a level of consistency and proficiency across all programmers. It also advocates for stakeholders to work with state radio and the programmers to resolve programming errors in s timely acceptable manner. It would also require permission from talkgroup owners to have their talkgroups programmed into agency radios. The systems keys will work for the predetermined amount of time set by the policy. The need for this policy has arisen due to consistently substandard practices of programming radios by a few programmers. After some discussions amongst council members Kludt made the motion to adopt the policy for the interim to review further in March meeting, Jones Second the motion. Motion passed by voice vote with none opposing. Motion Carries and policy is approved for use.
4. **Encryption Standard** – Nincehelser discussed the need to adopt a standard for the statewide encryption administration. Currently working with representatives from Pennington and Minnehaha Counties to develop a standard and CISA and NLEPSCC on CKR numbers for South Dakota. We will be having regular meetings until the end of 2023 to work on the standard.
5. **Strategy for P25 buildout -** Nincehelser discussed state radio’s strategy to build out the P25 project moving in a general west to east direction, starting with the Edgemont site in October and the Rapid City simulcast system in November 2022. The buildout plan interactive map is now posted on the PSCC website. We are weeks away for P25 upgrades in South Dakota. He also Challenged the council member to reach out to the agencies that they represent and get an ideas of the level of preparedness that they have for the P25 upgrade. Also, to point people to the STATERADIO.SD.GOV website as an educational resources for the users that they represent. He asked that the council member come back in March with a report. Bruce Nachtigall also mentioned Frank Jarman with Motorola will be changing sales regions from South Dakota to Minnesota.

**Organizational Reports:**

Jones – Mentioned upcoming Chiefs/Sheriffs conference in Deadwood

Swenson - Nothing

Mosteller - Nothing

Nachtigall –Nothing

Green - Nothing

Goodwin – Nothing

Harrington – Reaching out to EMS association to make sure EMS is ready for P25 upgrade

Kludt – SD Firefighters state fire school 16th and 17th of June.

Rave - Nothing

Vacant DPS Wildland Fire - Nothing

Wellman - Nothing

 Karley – Nothing

Geigle- Nothing

Jaeger – Nothing

Kevghas – Working with EMTs to get radios ready and hospitals to upgrade radios

Pearson - Nothing

Barth – Nothing

Nincehelser - Nothing

Wiik - Nothing

Barthel – Nothing

King – Recap of DPS day at State Fair 911 booth

**Tentative Next Meeting Date –March 16, 2023**

**Motion to Adjourn –** Kludt motion to adjourn, second by Jones

**Meeting Adjourned 12:29 PM**