**March 16th, 2023, Meeting Note for Public Safety Communication Council**

**Online/In Attendance:**

Tracy Murdock, Chad Mosteller, Steve Swenson, Maria King, Pat Harrington, Garrett Wellman, Bruce Nachtigall, Trent Nincehelser, David Goodwin, Jim Pearson, Charlie Kludt, Kendall Light, Chuck Kevghas, Tyler Green, Amanda Jost, Doug Penniston, Kevin Karley, Andy Barth, John Wiik, Greg Ersham.

Vice-Chair Wellman 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:**

Karley motioned to approve, second Masteller. Approved on a voice vote

**New Business:**

1. **SWIC Updates –** Nincehelser provided an update instead of Dravland on his recent functions as the SWIC for South Dakota.
2. **System upgrade status -** Nincehelser provided an update on the ongoing status of the P25 system upgrade.
* PSAPs converted first week of January 2023
* Town Hall meetings took place every Wednesday @ 2:00 PM in February
* New link to SDPSCC is now STATERADIO.SD.GOV
* Permit challenges- Golden West experiencing delays and obstacles preventing them from acquiring necessary permits to bury fiber optic cables into the Bear Mountain site and White River site. They are working with USFS and Rosebud Sioux Tribe to try to overcome challenges.
* BIT Network Team has installed state network switches for circuits at Terry Peak, Sly Hill, Enning, Wall, Long Valley, Mt. Coolidge, Porcupine, Pine Ridge, and Castle Rock locations.
1. **Updates from SDPSCC members on stakeholder preparedness for the P25 upgrade–**
	1. Sherriff’s Association – Everyone good except for Lake County. State Radio to reach out to Lake County.
	2. DCI – West is ready, East is waiting on funding receiving possibly April/May timeframe. Lead time for Motorola is 14-16 weeks on paper. Greg Ehrsam, Motorola, stated that is aggressive and 3-6 months is more realistic. DOH received 50 radios recently. A letter of intent from the purchaser to Motorola will assist with fulfillment.
	3. GFP – Challenges ahead, 3 phase plan, they will be able to accommodate moving things around, need to purchase $500,000 of radios yet
	4. DOT – All radios are ready.
	5. National Guard – All radios are ready. They will be challenged throughout the migration as they don’t know where they will be called out to, so radios are programmed for both systems.
	6. Emergency Manager’s – Not as good as everyone else. Fire, EMS, Law enforcement is the scope. Radios need to be programmed by a tech. He is recommending that command radios are ready rather than all if they must select. Some are still waiting for radios. Feedback from vendors has been they are pretty good handle, but others are aware and working on it.
	Greg with Motorola stated he needs to understand the needs and requests, radio vs programming. Motorola is willing to help with the rollout. Greg is requesting data to be able to assist within the next week. Greg can ask for sales support, help the dealers with quoting so they can complete the field work. Greg mentioned to considered if budgets are ear marked and not available, purchasers can provide a letter of intent and Motorola can enter orders into their system but not ship until they get a PO to set the priority.
	7. DOH – Some control heads are due today. Has contract with Motorola for installation for ambulances and hospital and are 60% complete. Probably 10 radios short. Coordination with BIT for radios has been on track.
	8. DPS – All radios are ready. Command bus has 20 spare radios if these are needed, they may be available.
	9. Andy Barth – Dispatch reports everything is good. Everything is going smooth. Don’t use the state radio system as much.
	10. Tribal Government – Most are pretty good but will need programming.
	11. BIT – All radios are ready.
	12. 911 Maria King – Reaching out to PSAPs and have some gaps. State Radio audited/outreach to the PSAPs have received ½ back. Most are waiting on vendor to program the day of. State Radio has 1 more dispatch in the 1st phase of cut-overs to handle.
	13. APCO/NENA Kevin Karley – No reach out. PSAPs are ready or close to being ready.
	14. SD Senator Wiik – Did not come up at session.
2. **Motorola SmartConnect Presentation-Greg Ersham**
3. **New Redfield site and White River tower replacement -** Nincehelser 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 delivered, Tower site construction will begin in the spring of 2023 sometime pending ground conditions. White River tower site construction will be being in the Spring of 2023 and underground power has been buried to the site.
4. **Formula development for underserved state radio coverage areas-** Nincehelser spoke about a group being formed to discuss and develop a formular for underserved areas. The group consists of Nincehelser, Pearson, Harrington, Karley, and Nachtigall. The first meeting that took place on March 2nd to begin the discussion and identify parameters to make data driven determinations on recommending future tower site locations. Initial parameters have been identified and Nincehelser requested open discussion. Kevin Karley also asked what is needed from the group on the top factors of the formula development for underserved areas. Top 3 to consider, Assets being provided by requestors, the need, and calls for service. The group will have 2 more meetings before June meeting to narrow down and present formula in June meeting.
5. **Minnehaha County Projects**- Nincehelser provided a few updates on Minnehaha County projects including new dispatch and simulcast system.
6. **PSAP/Dispatch engagement for radio stakeholders-** King and Nincehelser provide updates on ongoing efforts to communicate the schedules for the cutovers to PSAPs and radio dealers. Also, provided updates about PSAP/Dispatch updates that we are working closely with dealers and state radio technicians to ensure PSAP/Dispatches are prepared for upgrades.

**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. 34% of the fiscal year remains and 32% 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.
	1. **FirstNet/Broadband subcommittee report –** Kendall Light discussed the topics cover in the past three months Broadband Subcommittee meetings and asked the council for suggestions on upcoming topics. Penniston and Murdoch provided update that Deerfield Lake is currently online and that 38 of total 56 committed sites are complete.
2. **Organization Representatives Vacancies –** Nincehelser provided an update on organizational vacancies, including the House of Representatives, County Commissioners, and Wildland Fire. Wildland Fire is seeking approval of their proposed representative for appointment to the council.
3. **5-Year Plan –** Nincehelser review the 5-year plan with group and provided updates on goals met for 2022 and 2023 proposed adding ASK policy and AES 256 encryption standard to the 5 year plan in 2023.
4. **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. Wellman called for discussion. Goodwin asked to review the policy during the meeting. Nincehelser displayed the policy and revisited the purpose of the policy. Goodwin expressed concerns with a written test without written materials provided. Goodwin asked to move the consultation and training points in the policy above the testing requirement. This change was accepted. Goodwin moved to approve the Advanced System Key policy. Mosteller seconded. Motion carried unanimously via voice vote.
5. **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. Wellman was added to the group of advisors and the ongoing regular meetings until the end of 2023 to work on the standard.
6. **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 asked the council member to continue 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 members come back in June with their ongoing updates/challenges. Greg Ersham with Motorola asked that anyone that has challenges getting information, radios, quotes, feedback from dealers please contact him directly. His number will be posted on the SDPSCC website in the contacts list.

**Organizational Reports:**

Jones – Nothing

Swenson - Nothing

Mosteller - Nothing

Nachtigall –Nothing

Green - Nothing

Goodwin –Working to hire new radio tech

Harrington – Nothing

Kludt –. Nothing

Rave - Nothing

Vacant DPS Wildland Fire - Nothing

Wellman - Reminder of Chiefs and Sheriffs conference in Deadwood, April.

 Karley – Nothing

Geigle- Nothing

Jaeger – Nothing

Kevghas – Nothing

Pearson - Nothing

Barth – Nothing

Nincehelser - Nothing

Wiik - Nothing

Barthel – Nothing

King – Recap of DPS day at State Fair 911 booth

**Tentative Next Meeting Date – June 14, 2023**

**Motion to Adjourn –** Goodwin motion to adjourn, second by King

**Meeting Adjourned 2:20 PM**