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## Call to Order

The regular meeting of the Operations Committee came to order at 9:02 a.m. in Room 230, 2605 Interstate Drive, Harrisburg, Pennsylvania. In addition to those attending in person, there were several attendees connected by WebEx teleconferencing.

## Updates to Previous Meeting Minutes

There were no changes or corrections to the minutes from the previous meeting.

## Presentation and Discussion Topics

The meeting opened with the Pennsylvania Statewide Radio Network (PA-STARNet) video produced for APCOtv in association with the Association of Public-Safety Communications Officials (APCO) annual conference held August 7–10 in Philadelphia.

### 1. PA-STARNet and Public Safety Radio Update

Steven Kuller, Director, Public Safety Radio, offered remarks on the APCOtv video and on communications support for response to Hurricane Irene, as well as updates on continued coverage buildout and network use.

### 2. Training Videos and System Field Operations Guide Update

Shameka Gooding, Training Manager, Office of Public Safety Radio Services (OPRS), demonstrated the prototype Learning Management System (LMS) course showing how to change profiles using a Harris Corporation P7200 portable radio. She plans a series of 50 or more short how-to courses, and invited agency representatives to suggest topics.

Ms. Gooding also commented on the draft Systems Field Operations Guide (FOG) that has circulated for agency comment. Mark Wrightstone, Director, Customer Support, reminded the group that agency comments are vital to producing a useful document.

### 3. Change Management Update

David Forster, System Test and Quality Assurance Manager, OPRS, presented a review of current change management case statistics compared with previous statistics. He also offered a review of the change management process to make sure agencies wishing to participate are able to do so.

### 4. Communications Support for Special Events

Mr. Wrightstone commented on communications support for the Pocono 500 race held August 5–7 in Long Pond. He also summarized plans for communications during ceremonies for the anniversary of the September 11, 2001 attacks during the upcoming weekend in Shanksville. Communications may include aviation video if needed. OPRS also successfully deployed a Cell on Wheels (COW) in Wyoming County to replace coverage lost from site outages caused by the hurricane.

### 5. Aviation Communications and Video Downlink Update

Michael Kosalko of the Office of Attorney General supplemented Mr. Wrightstone's comments on the 700 MHz overlay for aviation communications, noting that testing has been highly successful and the pilots involved have been very pleased with the quality of radio communications. He did note some interference occurring in the Philadelphia area. He thanked Robert Barnham, the OPRS project manager, as well as everyone else on the Harris Corporation and OPRS team.

Mr. Kosalko also commented that the department is working with the vendor on use of aviation video, and again thanked Mr. Barnham and the vendors involved.

#### **6. OIT Procurement Organization and Contract Administration**

Patricia Chapman, Director of the new Bureau of IT Procurement in the Office for Information Technology (OIT), along with Kay Shaffer, Chief, Contract Administration, and Sheryl Kimport, Commodity Specialist, said that contracts are pending final approval and expects that more information will be available in a few weeks.

In response to a question about current procurement policy, Ms. Kimport stated that policies previously in effect under the Department of General Services remain in effect under the new structure.

Responding to a question about contracts requiring specification of a delivery date, Ms. Chapman said that her office would research the application of that requirement to radio contracts and follow up with the questioner (Charles Thorp, Department of Transportation).

Ms. Chapman also responded to a question from a vendor representative about the significance of the statement that contracts would no longer have a parent-child relationship. This change is a matter of making internal document creation more efficient that does not affect vendors. She explained that the parent-child relationship imposed top-level process and approval requirements on everything below that level, often resulting in an unreasonably long process for relatively minor changes.

#### **7. 800 MHz Frequency Rebanding Update**

James DiMauro of RCC Consultants offered brief comments on the "second touch" of radios to complete the frequency rebanding process. He stressed the importance of agencies' complying with spreadsheet requirements and submitting accurate information to Harris Corporation in order to meet the June 2012 target for completion of this process.

#### **8. Narrowbanding**

Vicky Church of Communications Electronics offered an overview of compliance requirements for the Federal Communications Commission (FCC) narrowbanding mandate for conventional radio users. Communications Electronics can offer services to agencies through the commonwealth's contract with Transcore.

In response to a question about county and local agency use of the Transcore contract, Thomas Ramsey of Transcore stated that they can use the contract through the COSTARS program. Ms. Church said that if the jurisdiction's legal counsel allows, they can use the commonwealth's contract directly.

### **Adjournment**

In closing, Mr. Kuller said that the Public Safety Communications Council (PSCC) meeting scheduled for Friday would be held if the expected severe weather permits.

Roger Kohr of Harris Corporation announced that the annual Customer Appreciation event is scheduled for December. Harris Corporation intends to present the Unity multiband radio product line, as well as the BeOn technology for use of smartphones for Land Mobile Radio (LMR) communications, at the December meeting of the Operations Committee.

Mr. Kuller stated that presentation of progress with the Department of Conservation and Natural Resources (DCNR) PA-STARNet transition and the VHF network overlay is a further possible topic for the next meeting.

The meeting adjourned at 10:32 a.m. The next meeting is scheduled on Wednesday, December 7, 2011, 9:00 a.m.

Document Links

[Meeting Agenda](#)

[Presentation Slides](#)

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Minutes submitted by: Jack Seefeldt

Minutes approved by: Mark Wrightstone