

**MINUTES OF THE FIFTEENTH MEETING OF THE  
PUBLIC SAFETY NATIONAL COORDINATION COMMITTEE**

**Date/Time:** Friday, February 1, 2002; Meeting commenced approximately 9:35 a.m.

**Address:** Federal Communications Commission  
Commission Meeting Room  
445 – 12<sup>th</sup> Street, S.W.  
Washington, D.C. 20554

**Attendees:** See attached list

**Convening of Meeting.** Kathleen Wallman, National Coordination Committee (NCC) Chairperson, called to order the fifteenth meeting of the NCC.

**Presentation by Marsha McBride.** Marsha McBride, Chief of Staff, Federal Communications Commission (“FCC”), was introduced by Ms. Wallman. Ms. McBride gave a PowerPoint presentation concerning homeland security. She said that, in addition to her Chief-of-Staff role, she heads the FCC’s Homeland Security Policy Council (HSPC) to interface with the many Washington organizations working on homeland security issues, including the main Washington homeland security organizations: the Office of Homeland Security (OHS), which develops and coordinates implementation of a comprehensive national strategy to secure the U.S. from terrorist threats and attacks, and the Critical Infrastructure Protection Board (CIPB), which recommends policies and coordinates programs to protect information systems for critical infrastructure, including emergency preparedness, communications, and physical assets supporting such systems. She said the HSPC’s role is to evaluate measures to promote national security communications, to promote restoration of communications, and, more generally, to ensure public safety. She listed some FCC initiatives related to homeland security, *e.g.*, re-chartering the Network Reliability and Interoperability Council (NRIC) to focus on lessons learned and existing vulnerabilities, creating a Federal Advisory Committee (FAC) to advise on reliability and security for broadcast and multichannel video programming media, partnering with Federal, State, and local entities to ensure network protection, reliability and redundancy, and engaging in a concerted effort to improve public safety spectrum issues, including interoperability and redundancy. She mentioned the FCC’s homeland security partners, *e.g.*, the Executive Office of the President, Federal Emergency Management Agency and National Telecommunications and Information Administration, state and local governments, FACs such as the NCC, NRIC, Emergency Alert System National Advisory Committee, and FCC Technical Advisory Committee, a number of wireless, internet, cable companies, and public safety entities. Regarding public safety issues specifically, Ms. McBride stated that there are short-, medium-, and long-term initiatives underway at the FCC, such as wireless priority access, coordination with state and local governments which is underway, reviewing the VoiceStream waiver request, a rulemaking on solving public safety interference issues in the 800 MHz band, working with the NCC on developing wide-band data standards for 700 MHz Public Safety, beginning a rulemaking on communications in the 5.9 GHz band for Intelligent Transportation Systems, a pending 4.9 GHz matter, and continued improvement in wireless interoperability efforts. She closed by providing the HSPC e-mail address, [Homeland@fcc.gov](mailto:Homeland@fcc.gov).

At the conclusion of her presentation, Ms. McBride responded to questions from: Steering Committee members Harlin McEwen, Wayne Leland (alternate), and Michael Wilhelm, the NCC’s Designated Federal Officer (DFO).

**Presentation by Mary Shultz.** Mary Shultz, Chief, Licensing and Technical Analysis Branch, Public Safety and Private Wireless Division (PSPWD), Wireless Telecommunications Bureau (“Bureau”), FCC, was introduced by Ms. Wallman. Ms. Shultz gave a PowerPoint presentation

regarding the current Private Land Mobile spectrum audit of frequencies below 512 MHz. She said the audit, which involves Public Safety (PW, YW) and Business/Industrial (IG, YG) radio services licensed on below-512 MHz frequencies, was the result of frequency coordinators' inquiries regarding the number of such licenses. She said the construction and operational status of licenses are being audited, and more than 260,000 audit letters affecting more than 420,000 call signs were mailed between August, 2001, and January, 2002, with licensees having 60 days to respond. She indicated that more than 200,000 letters were sent to business licensees, and more than 50,000 were sent to public safety licensees, with three possible responses: the license is being used, the license is not being used, or, go ahead and cancel the license. She also noted that licensees were given the chance to explain the reason for non-operation. So far, more than 14,000 licenses have been submitted for cancellation, and the response rate to the audit letters has been close to fifty percent, with about a fifty-four percent response rate from Public Safety licensees. Ms. Shultz said the audit is scheduled to end in March but there are some problems with the responses, *e.g.*: incorrect or confusing licensee responses (about 6,000 to 7,000 responses needing clarification); licensees not signing their response; status of each call sign not given; although a business is sold, it is unclear if the station is in use; licensees think the letter refers to broadcast station; licensees do not understand licensing requirements. There are about 7,000 undeliverable letters; some licensees fail to send responses to the proper address; and some responses have not been received due to October mail problems and delays. The web page address is: [www.fcc.gov/wtb/plmrs/audit.html](http://www.fcc.gov/wtb/plmrs/audit.html), and has general information on the audit and other useful information, downloadable files of overdue responses, and an online query of the audit database. Ms. Shultz said there will be a second phase to the audit, consisting of checking for updated licensee information, sending a second letter to licensees who failed to respond, attending meetings and conferences to inform people about the audit to generate better audit responses. Licensees failing to respond will risk losing licenses.

At the end of her presentation, Ms. Shultz responded to questions and comments from: Ali Shahnami, Dave Buchanan, County of San Bernardino, Robert Schlieman, New York State, Kathy Wallman, John Powell, and Glen Nash, State of California, and Rick Bohn, State of Maryland. Kathleen O'Brien-Ham, Deputy Bureau Chief, added that, based on the experience gained from this audit, the Bureau will try to review ways to possibly automate future audits as part of the universal licensing system.

**Presentation by Jeanne Kowalski.** Jeanne Kowalski, Deputy Chief – Public Safety, PSPWD, gave a presentation on the status of state licensing in the 700 MHz band. Ms. Kowalski discussed two main topics: (1) *State Licenses*. She said the FCC received applications from all 50 States, the District of Columbia, and several U.S. possessions she could not identify at the moment. However, the Commonwealth of the Northern Marianas Island and American Samoa and Guam did not submit applications. She said all but one application were granted licenses by the FCC's Gettysburg staff on January 18, 2002, information thereto is on the FCC's web, and the remaining application will be granted, hopefully, when its paperwork is in order. Build-out requirements are basically five years from the initial start date of 2007, and one-third substantial service must be achieved by 2012. She said licensees must be aware of the need to conform to environmental rules, and of the need to obtain the necessary antenna height clearances. If facilities are along a border, special requirements apply. The web will be updated to assist in answering frequently asked questions. (2) *Interoperability channels*. She said the FCC set a December 31, 2001, deadline for States to notify the FCC if they chose to have their State Interoperability Executive Committee (SIEC), or equivalent, administer these channels which comprise 2.6 MHz. PSPWD put together information in handout form which was available at the meeting. She introduced Ms. Jeanne Benfaida, PSPWD, who gathered this material and who will be the contact person. Ms. Kowalski said that the data assembled so far contains information regarding only about one-half of the States/Regional Planning Committees (RPCs) because of mail problems. It has been decided to wait until April to make a firm list concerning such administration.

**Interference Issues Regarding the 700 MHz Band.** Harlin McEwen explained that, a while ago, the NCC became aware of potential interference problems in the 700 MHz band, that Motorola raised the issue with the FCC, that the FCC basically disagreed, and that it was clear public safety was possibly at risk in this new band. He said the NCC asked the Telecommunications Industry Association (TIA) to review the matter and submit its analysis to the NCC. As a result, the National Public Safety Telecommunications Safety Council (NPSTSC) filed a document with the FCC asking the FCC to review TIA's report and seriously consider it. Mr. McEwen indicated there has not been any response yet and, recently, AT&T filed a letter with the FCC challenging some of TIA's analysis. Mr. McEwen thus requested that the NCC ask the TIA to review AT&T's letter and provide its analysis. Ms. Wallman asked Wayne Leland if, in his capacity as a TIA representative, he were prepared to assist in this matter. Mr. Leland responded by saying he chaired a TIA private radio section to which the NCC originally sent the letter, the matter was discussed during yesterday's NCC subcommittee meetings, as well as with Ernie Hofmeister and Bob Speidel of M/A-COM, and that there was agreement TIA would be pleased to accept the responsibility and respond by TIA's next meeting in April, if not sooner. Mr. Wilhelm said he would place a link to that document on the NCC's web page and requested attendees at today's meeting who are associated with organizations having engineering experience to assist the FCC in addressing this letter by responding, either in writing or electronically, on the FCC's Electronic Comment Filing System. Ms. Wallman said that, based on her hearing today's discussion, she understood it to be the consensus of the NCC Steering Committee to move forward in this matter.

**Remaining Tasks for the NCC.** Next, Ms. Wallman turned to charting the NCC's course from today until the NCC's charter expires in February, 2003. She said yesterday's subcommittee meetings outlined the important tasks remaining and, today, there would be discussion, as summarized by Mr. Wilhelm's memo (handed out before the start of today's meeting), from those meetings. In response to questions from Steering Committee member Steve Proctor, Ms. Wallman said the FCC Chairman and Bureau Chief Sugrue want to understand what the remaining work might be in, perhaps, similar fashion as Mr. Wilhelm's memo but without particular due dates. But, Mr. Wilhelm pointed out that some of the listed items are more timely than others and, thus, he would anticipate that there would be incremental reports and recommendations to the Steering Committee as deliberations are finished. Ms. Wallman then requested that each Subcommittee Chair give a verbal thumbnail report of what is contained in Mr. Wilhelm's memo.

**Interoperability Subcommittee.** Sgt. John Powell, Subcommittee Chair, summarized the Interoperability Subcommittee recommendations as follows: (1) Revise the Incident Command System ("ICS"), specifically regarding nomenclature, to make it more inclusive of services beyond fire and EMS that now do not have a dictionary for inclusion in the ICS. (2) Initiate or participate in a rulemaking proceeding to expand the interoperability guidelines that have been developed and some of the associated rules that, hopefully, the FCC would put in place beyond the 700 MHz band. (3) Recommend channel-loading criteria for inclusion in the FCC Rules. (4) Require that all wideband equipment be capable of operating on the wideband interoperability channels.

**Technology Subcommittee.** Glen Nash, Subcommittee Chair, summarized two main issues as follows: (1) Recommend amending the rules to require that AES be used as an encryption standard; and that radios also be capable of Triple DES encryption. He noted that DES is subsumed under the Triple DES standard. He anticipated submission of this recommendation to the Steering Committee in about one week. (2) The second issue involves a TIA report on its progress related to developing standards for the wideband channels. He said TIA is working on two documents using two different modulation schemes, known as "SAM" and "IOTA," and that TIA has promised that, at its upcoming April meeting, it will submit a specific recommendation for the interoperability channels. He stated that TIA also is moving forward on other documents

addressing the entire suite of items required to have a complete standard for interoperability, including measurement issues and receiver standards. Mr. Nash stated that his Subcommittee will be working with Mr. Powell's Subcommittee on the issue of the most appropriate bandwidth for operations on the interoperability channels. He indicated that those wideband channels currently have been channelized as 50 kHz wide channels, with allowance to aggregate three channels together to make a 150 kHz wide channel. He also said there will be a need to review whether it is appropriate to use 150 kHz bandwidth if one only has fairly low density data to transmit.

Implementation Subcommittee. Ted Dempsey, Subcommittee Chair, indicated he would address a few of the major items listed on Mr. Wilhelm's summary memo. He said the Subcommittee would review at least four plans and compare them to guidelines the Subcommittee had developed and will make appropriate modifications in order to keep current with what is happening in the RPCs. He added that the Subcommittee has been providing advice to the RPCs. Mr. Dempsey stated that the Subcommittee continues to follow the progress of DTV and the FCC's activity on transitioning from analog TV to digital TV and clearing the Channels 60-69 band for public safety operations. He believed this would be the Subcommittee's primary focus. He also stated, regarding the pre-coordination database, that Mr. Schlieman will be asked to be more active so the Subcommittee may keep the Steering Committee regularly informed.

Mr. Schlieman stated that the pre-coordination database work has been completed, and that Marilyn Ward reported on the matter at yesterday's Subcommittee meeting. He said the proposed packing program is in final stages of sign-off on the contract with NYSTEC, based on his belief that final sign-off responsibility currently rests with NIJ, which, he said, is reviewing the matter.

New Business. *Fred Griffin Proposal Raised at Implementation Subcommittee.* Lt. Dempsey then reported on a matter Fred Griffin raised yesterday at the Subcommittee's meeting, namely, that the NCC should investigate the feasibility of a nationwide communications infrastructure that would facilitate nationwide interoperability. Mr. Dempsey said the matter has been discussed several times at many meetings, lively discussion ensued yesterday, and there was agreement the matter is a formidable, tremendous undertaking. He requested that, if the Steering Committee decided to pursue the matter, it should decide which subcommittee or combination thereof would be assigned the task. He summarized yesterday's discussion as going from a common carrier-based type system to some type of nationwide network where an agency being asked to respond to a large-scale disaster could communicate with the agency requiring assistance before travel to the incident, during travel, and after arrival at the incident.

Ms. Wallman said the matter sounded like an ideal network. She expressed concern, however, that it goes well beyond the NCC's charter because it requires a number of elements outside the NCC's control and requires legislative and regulatory changes not within NCC purview. She stated she would ask the NCC's DFO to render an opinion at the meeting if he were able to do so and then asked Mr. Griffin to speak about his proposal. Mr. Griffin provided the background which led to his suggestion, referring to Steve Souder's speech given at the November NCC meeting and Mr. Souder's elaboration at the PSWN meeting three days ago. Mr. Griffin stated that what the NCC is "talking about is one thing but it appears the real world is going in a different direction," and that the basic issue is how one defines interoperability. He provided some specifics that appear to work across the North Carolina Sun Network. Ms. Wallman then suggested it was appropriate to take Mr. Griffin's suggestions under advisement and to allow Mr. Wilhelm an opportunity to review the NCC charter and see if it were within the ambit because she was reluctant to make a decision at that time and commit the matter to any subcommittee without knowing what the parliamentary rules would be as to whether the NCC could appropriately take up the matter. Mr. Wilhelm agreed and said he would need additional information before trying to make a determination. Mr. Griffin stated he was not proposing that his concept be a substitute for what the NCC is doing in the 700 MHz band but, rather, he

believed the 700 MHz band offers opportunities to achieve what he has in mind. After Ms. Wallman suggested that a clearer idea be put in writing for circulation to the Steering Committee, Mr. Griffin suggested that the matter could be circulated via e-mail over the next few days. There was additional discussion on Mr. Griffin's concept by Mr. Dempsey, Mr. Schlieman, and Chief McEwen. Ms. Wallman then concluded the discussion by saying Mr. Wilhelm should be given some time to reflect on Mr. Griffin's concept, with input from Mr. Griffin and anyone else wanting to participate in elucidating parts of the charter which might assist to determine where to go from this point.

*Regional Planning Guidebook.* Sgt. Powell said that there is a first draft of a regional planning guidebook prepared on behalf of NPSTC which is to be given to Mr. Wilhelm. He also stated it would be made available electronically to begin receiving input from those who will review it. After briefly speaking with Tom Tolman off-line, Sgt. Powell later said that, on behalf of NPSTC, his Subcommittee wanted to present Mr. Wilhelm with the first draft of a regional planning guidebook that is intended to go to the regional planning chairmen to help them better prepare their plans. Per requests by Mr. Wilhelm, Ms. Ward, and Ms. Wallman, Sgt. Powell said that he would place the draft on the NCC's listserv. He indicated that comments on the draft are to be received by March 1, and that the final document would be produced by the third week in March.

**Clarification by Ms. Kowalski.** Ms. Kowalski clarified that the December 31, 2001, deadline for States to notify the FCC regarding SIEC administering the interoperability spectrum had passed, but due to mail-delivery problems, the FCC is not sure if it has all the letters that were signed before December 31. Thus, she said the FCC will not put out a Public Notice at this time as to which States would be administering the channels but will try to get all mail delivered by April. She encouraged attendees to fax to the FCC letters that were signed before December 31, 2001. In response to questions from, collectively, Ms. Wallman, Marilyn Ward, and Sgt. Powell, Ms. Kowalski said there are no extensions of the deadline, the letters would be accepted electronically (including PDF files), and, hopefully, all Federal Express, UPS, *etc.*, deliveries will be received after scanning of such mail has been completed.

**NCC Meetings for the Remainder of the Year.** Next, Ms. Wallman turned to the meeting schedule for the remainder of the year. After discussion surrounding members' schedules regarding other meetings and conferences, as well as FCC staff's review of availability of the FCC Commission Meeting Room, consensus was reached that the next sets of meetings would be held on May 30 and 31, and September 19 and 20, 2002, in Washington.

**Close of Meeting.** Ms. Wallman inquired if there were any new business. There being none, she thanked the attendees and said she will see them on May 30 and 31.

(Whereupon Ms. Wallman adjourned the meeting at approximately 11:20 a.m.)

Prepared by: Bert Weintraub  
Attorney Advisor  
Public Safety & Private Wireless Division  
Wireless Telecommunications Bureau  
Federal Communications Commission

Certified as to accuracy:

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Kathleen Wallman

Date: \_\_\_\_\_

## NCC ATTENDANCE ROSTER FOR February 01, 2002

<i>Last Name</i>	<i>First Name</i>	<i>Meeting Date</i>
Allen	Richard	February 01, 2002
Ashley	Don	February 01, 2002
Baumgarner	Rich	February 01, 2002
Bishop	Don	February 01, 2002
Bohn	Richard	February 01, 2002
Brown	Michael	February 01, 2002
Buchanan	David	February 01, 2002
Calderon	Alex	February 01, 2002
Chirhart	Thomas	February 01, 2002
Cotlar	Andrew	February 01, 2002
Epper	Bob	February 01, 2002
Forsgren Weaver	Heather	February 01, 2002
Funk	David	February 01, 2002
Gefke	Julie	February 01, 2002
Greczyn	Mary	February 01, 2002
Griffin	Fred	February 01, 2002
Gurss	Robert	February 01, 2002
Haraseth	Ron	February 01, 2002
Hofmeister Dr.	Ernest	February 01, 2002

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<i>Last Name</i>	<i>First Name</i>	<i>Meeting Date</i>
Ittner	Al	February 01, 2002
Lane	John D.	February 01, 2002
McGahey	Gene	February 01, 2002
Nash	Glen	February 01, 2002
O'Hara	Sean T.	February 01, 2002
Powell	John	February 01, 2002
Rinehart	Bette	February 01, 2002
Roy	Adam	February 01, 2002
Ryan	Ed	February 01, 2002
Salmon	Robert F.	February 01, 2002
Schlieman	Robert F.	February 01, 2002
Shahnam	Alireza (Ali)	February 01, 2002
Sifert	Roy	February 01, 2002
Smith	Raymond R.	February 01, 2002
Sorley	Tom	February 01, 2002
Speidel Esq.	Robert	February 01, 2002
Tolman	Tom	February 01, 2002
Vogel	Emil	February 01, 2002
Zehner	Zachary	February 01, 2002

**Total for Attendance Roster: 38**

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