

Region 49
700 MHz Regional Planning Committee
Minutes of the October 31, 2001, meeting

Item 1: Call to order: Convener Ron Mayworm called the initial meeting of the Region 49, 700 MHz Regional Planning Committee (RPC) to order at 1:40 pm. The following members and guests were present:

Ron Mayworm, Convener	Patrick Jacobs, Brenham PD
Greg Petrey, Brazos County 9-1-1	Clint Meadows, Martindale PD
Dennis Wilson, Limestone Co. SO	Larry Blare, City of Waco PD
Don Ford, Limestone Co. Fire	Frank Coggins, Lockhart PD
HD Whitaker, Freestone Co, SO	John Burton, Round Rock FD
Clinton Bushacker, Winchester VFD	Walter Leslie, Travis Co. FD
Ronnie Horcica, College Station PD	Sam Allen, Lockhart PD
Charles Keener, Burleson Co. FD	Dewayne Dalrymple, Lockhart PD
Ken Biederman, Burleson Co. FD	Becky Stewart, CAPCO
Art Sanders, M/A Com	Brice Shelton, Motorola
John Cochran, Luling PD	Andres Gutierrez, Jonestown PD
Gary Young, Copperas Cove FD	Roger Thompson, Jonestown PD
Michael Gallaway, Copperas Cove FD	Robert Turner, City of Austin EMS
Jerry Newbury, TX DPS	Ken Yoder, APCO Freq. Coord.
Ed Marchant, TX DPS	Daniel Law, Caldwell Co. SO
Bill Davis, City of Austin FD	Rodney Gott, Caldwell Co. SO
Dan Richards, Travis Co. SO	Richard Herndon, TxDOT
Linda Waso, Lee Co. SO	Mike Simpson, City of Austin PD
Jim McClure, Brenham PD	

Convener Ron Mayworm introduced himself and explained the purpose of today's meeting. Mr. Mayworm also introduced Ken Yoder, APCO Frequency Coordinator and Becky Stewart, 3rd Vice president of the Texas Chapter of APCO.

Item 2: Appointment of temporary secretary: Mr. Mayworm appointed Greg Petrey temporary Secretary.

Item 3: Presentation: 700 MHz basics: Mr. Mayworm presented a Power Point presentation (attached to the original copy of these minutes) concerning the use, management and licensing of the 700 MHz spectrum. Mr. Mayworm reported that the FCC had directed the 821 MHz Chairman to appoint a Convener for the 700 MHz initial meeting. 800 MHz Chairman Ron Mayworm appointed himself as Convener. Mr. Mayworm also indicated that the FCC guidelines had been followed concerning the required 60 day notice of this meeting. The meeting notice was published in the *Austin American Statesman*, *Temple Daily Telegram*, *Waco Tribune/Herald* and the *Bryan/College Station Eagle*. In addition, direct mail notices were sent to over 600

entities in Central Texas. Mike Simpson asked if any other region besides Region 51 (Houston) had convened. Mr. Mayworm indicated that Region 49 was the second region to convene. Ken Yoder indicated that Region 53 would convene on November 13, 2001. Mr. Simpson asked for clarification that the Region 49 plan would only have to be "signed-off-on" by Region 51. Mr. Mayworm indicated that this was correct, and that this procedure had been verified with the FCC. Dan Richards asked if the current Region 49 committee could assume the responsibilities of the 700 MHz spectrum. Mr. Mayworm indicated that since the rules governing who can be licensed in the two bands are different that a new 700 MHz Committee will have to be formed. Mr. Mayworm conceded that the membership will probably be very similar, but they would have to be two separate committees. Dan Richards questioned if members would have to be approved by their governing body or if this committee is empowered to appoint members. Mr. Mayworm indicated that the planning committee can operate independently, based on FCC guidelines. Mike Simpson offered clarification that this planning committee was open to all entities in the 30 counties and would produce a regional plan. The new plan would outline who the members of the 700 MHz Regional Review Committee would be and how they would operate. Mr. Mayworm indicated that this was exactly the procedure. Mr. Simpson asked how long we had to produce a plan. Mr. Mayworm indicated that the FCC had set a deadline of three (3) years from the date the committee is convened. Mr. Mayworm indicated that he thought the plan could be completed much sooner than that, with a target date of one (1) year. Richard Herndon asked if there was a repository of information from other regions or mechanisms to receive that information. Mr. Mayworm indicated that he would research the availability of information and report back to the committee.

Item 4: Financial Report: Mr. Mayworm announced that the committee had received a grant for initial planning. Mr. Mayworm also announced that the Brazos County Emergency Communications District had agreed to be the grant manager. Our account balance as of October 13, 2003, is \$1,070.74. (A complete financial report is attached to the official minutes)

Item 5: Elect Chairman: Mr. Mayworm opened the floor for nominates for the office of Chairman. Jerry Newbury nominated Ron Mayworm. The motion was seconded by Dan Richards. Becky Stewart moved that nominations cease. Hearing no objections, Mr. Mayworm closed the nominations and accepted the Chairmanship.

Item 6: Consider/adopt proposed bylaws: Chairman Mayworm presented proposed interim bylaws for the committee. Mr. Mayworm noted that on the last page where Roberts rules of order is listed that a newer version is now available. Becky Stewart moved that the bylaws be approved as presented. Motioned was seconded by Ken Biederman. Mr. Simpson called a point of order for clarification of committee membership. Mr. Mayworm indicated that Police, Fire, EMS or Highway representatives were eligible for membership. Mr. Simpson asked that everyone identify what agency they were representing. Mr. Herndon asked if Mr. Mayworm could indicate where this document had been changed from the original. Mr. Mayworm provided detail on the changes. Mr. Herndon also asked about voting since multiple people may be representing the same agency. Mike Simpson also indicated that everyone needed to indicate what entity they were voting for. Chairman Mayworm asked the secretary to call the roll and have each person indicate what entity they are voting for. The roll was

called and each person's entity was marked on the official sign in sheet [and noted above]. Dan Richards questioned the 10% quorum requirement and asked for discussion. Ron Mayworm indicated that that number would be a sliding percentage based on the attendance at the last meeting, not 10% of the eligible membership. Greg Petrey asked if section 2.1.a would not cap the membership at 120. Mr. Mayworm indicated that it would not because each fire department in the county for example would have a potential vote not just one vote for the county. General discussion was held concerning the dynamics of the group and how to determine membership. Dan Richards offered a friendly amendment to the motion to raise the quorum to 30%. Becky Stewart accepted the friendly amendment. Following discussion, Becky Stewart withdrew her original motion. Robert Turner moved that the by-laws be adopted as interim with the amendment to raise the required quorum to 30%. The motion was seconded by Ken Yoder and passed unanimously.

Break a 3:15 p.m.

The meeting was called back to order at 3:40 p.m.

Item 7: Elect secretary and treasurer: Chairman Mayworm requested nominations for the position of Secretary/Treasurer. Ken Yoder nominated Greg Petrey. Mike Simpson moved that nominations cease. Becky Stewart seconded the motion. Greg Petrey was elected Secretary/Treasurer by acclamation.


Item 8: Establish subcommittees: Chairman Mayworm appointed himself to the plan committee. Mr. Mayworm requested volunteers for this committee. Mr. Mayworm indicated that he was not going to appoint an interoperability subcommittee at this time. Greg Petrey was appointed as chairman of the outreach committee. Ken Biederman was appointed as bylaws subcommittee chairman. Richard Herndon agreed to help on the by-laws committee.

Item 9: Region 49 Listserver: Chairman Mayworm advised those present about the Region 49 listserver on Yahoo.com. He requested all interested parties sign-up for the listserver.

Item 10: Solicit hosts for future meetings: Chairman Mayworm indicated that the FCC would like for these meetings to be held in various locations in the region. He asked for hosts for upcoming meetings.

The meeting was adjourned at 4:05 p.m.

Respectfully Submitted;



Greg Petrey, Secretary

Region 49 (Central Texas) Meeting Agenda

Call to order
Appoint temporary secretary
Presentation: 700 MHz basics
Financial report
Elect chairman
Consider/adopt proposed bylaws
Elect secretary and treasurer
Establish subcommittees
 Plan subcommittee
 Interoperability subcommittee
 Outreach subcommittee
 Other subcommittees
Region 49 Listserver
Solicit hosts for future meetings
Adjourn

Commercial, Government, Industrial Solutions Sector
North America Group



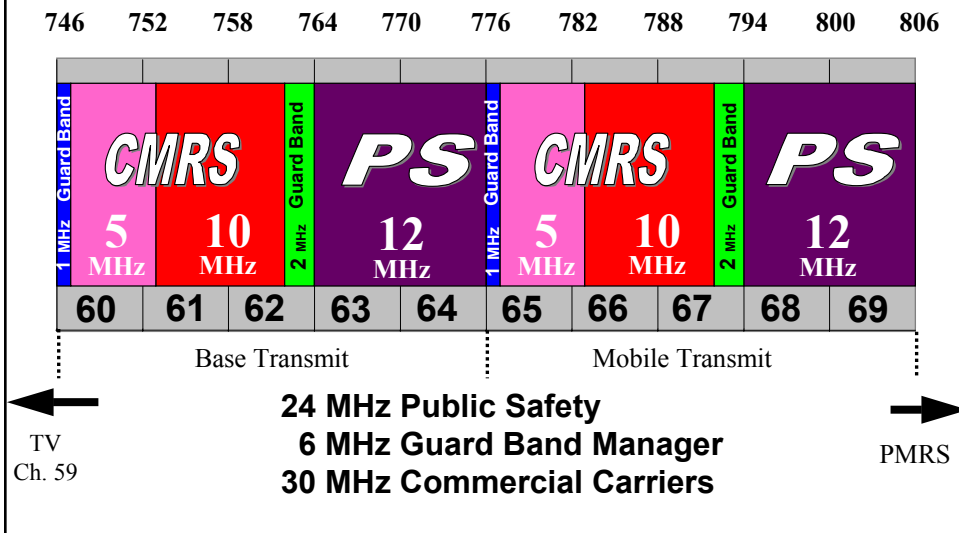
700 Regional Planning

REALLOCATION OF TV CHANNELS 60-69

(FCC Docket #96-86)

- **TV/DTV Channels 60-69 = 746-806 MHz**
- **FCC's Goals**
 - Alleviate Current LMR Congestion in Other Bands
 - Provide Public Safety access to New Technologies
 - Promote Interoperability
 - Satisfy PSWAC Requirements
- **24 MHz of 60 MHz Allocated to Public Safety**
 - Eligibility
 - Only for Protection of Life, Health or Property
 - Non-Governmental Organizations can be eligible but need Letter of Support
 - Frequency Coordination
 - Open to all Four current Public Safety Frequency Coordinators

746-806 MHz Band



24 MHz Allocated to Public Safety

(per Docket 96-86, 3rd MO&O & 3rd R&O)

- **General Use**
 - Administered through Regional Planning Committees
 - 7.7 MHz narrowband (616 @ 6.25 kHz*)
 - 4.8 MHz wideband (48 @ 50 kHz**)
- **Interoperability**
- **NCC to develop a National Plan & recommend I/O Standards**
 - 0.8 MHz narrowband I/O (32 @ 12.5 kHz)
 - + proposed 0.8 MHz I/O Guard (either side of I/O channel) (64 @ 6.25 kHz)
 - 1.8 MHz wideband I/O (18 @ 50 kHz**)
- **Other**
 - 2.4 MHz narrowband as 'block grant' to each State (192 @ 6.25kHz*)
 - 0.3 MHz low power (analog) on-scene/itinerant (24 @ 6.25 kHz*)
 - 5.4 MHz wideband Reserve (54 @ 50 kHz**)

* 6.25 kHz narrowband channels can be aggregated to 25 kHz bandwidth

** 50 kHz wideband channels can be aggregated to 150 kHz bandwidth

National Coordination Committee

- **Established in 1999 to develop recommendations for digital standards and use of the Interoperability Channels**
- **NCC submitted 1st Report to the FCC on 2/25/00**
- **NCC Recommended:**
 - Project 25 Phase I as the digital I/O standard
 - Trunking permissible but not mandatory on the Interoperability Channels
 - 4th R&O Adopted 1/11/01
 - Project 25 Phase I adopted as the digital I/O standard
 - **2nd Year Report Due 2/25/01**
 - Receiver Standards
 - Still working on wide-band data standards
 - Finalized the National Plan Template & Regional Planning Guidelines

Additional NCC Recommendations

- ***Interoperability guard channels****
- **2 Nationwide Calling Channels**
- **Single encryption standard on interoperability channels**
- ***Interoperability channel functional designations, nomenclature, and display labeling****
- ***Nationwide priority access scheme****
- ***Mandatory use of precoordination database****

- **** - Items petitioned for reconsideration***

2001 State Deadlines

- July 2 Regional Planning “Opt Out” Deadline
 - Two Regions “Opted Out” (Michigan and CT)
 - Two requested and received waivers of the deadline
 - Virginia
 - New York City
- December 31, 2001 Deadline to apply for 2.4 MHz State License
- December 31, 2001 Deadline to notify FCC if plan on administering the I/O channels

State Administration of I/O Channels

- Must notify FCC by 12/31/01 if plan to administer the 700 MHz I/O channels
- Administration involves holding the license, resolving licensing issues and developing a state-wide I/O plan
- If FCC does not receive notice, administration of I/O channels reverts to the RPCs

National & Regional Plans

- **Approved Regional Plan required for licensing on the General Use Channels**
- **National Plan Template**
 - Adopted at May 10-11 Meeting in St. Louis
 - Template and other NCC documents available on NPSTC website
 - www.npstc.org
- **Develop Regional Plans**
 - Public Safety's Goal should be to initiate the Planning process in as many regions as possible
 - exert pressure on the FCC & incumbent TV stations
 - Meetings held to date in Southern California, Michigan, Ohio, Missouri, Washington State, Chicago (Region 54), New England, Houston, Minnesota, Florida, Arizona, Colorado, Illinois, Tennessee, Wyoming, Maryland, Georgia, Virginia, Central Texas

700 MHz RPC Process

- **FCC Requirements for Regional Planning**
 - 821 Cmte Chair to appoint convener of 1st 700 RPC mtg
 - 60 day notice required. Can use PS publications & on PS web sites prior to first meeting. Can also notify FCC
 - Most elements the same as the 821 Plans
 - Encouragement of all eligible entities to participate
 - Emphasis on Native Americans
- **Other Considerations:**
 - Frequency Coordination by all PS Coordinators
 - Funding (advertising, copying, plan preparation)
 - Broadcast TV/DTV Incumbency
- **Encourage Participation of all Eligibles**
 - Hold meetings in different parts of the region
 - Set up e-mail list servers for distribution of information

Adjacent Regions

- Notify adjacent regions of meetings
- Chair should attend adjacent regions' meetings
- Pre-planning proposal
 - Allot a certain amount of spectrum near region borders
 - Use 25 kHz building blocks
- **Written Approval** of Regional Plan by Adjacent Region(s)

NLECTC Pre-coordination Database

- 700 MHz can be coordinated by any of the FCC-certified Public Safety Coordinators
- **Need a common database for all coordinators and RPCs to use**
 - Implementation Cmte recommends use of common database up to & including licensing
- NLECTC has approved the funding for a database and some RPC start-up expenses
- NCC has asked that all RPCs and FACs be required to use NLECTC database
 - NPSTC funding tied to use of database

NPSTC Support Office Funding

- \$2500 available for RPC start-up costs
- Must be requested by convenor or chair
- Form available at NPSTC website:
www.npstc.du.edu
- Can be used for advertising, printing, plan preparation, contact telephone number

Required Regional Plan Contents

- Identification of plan and committee members
- Summary of plan & explanation of opportunity for all eligible entities to participate
- Description of frequency allotment process & explanation of how all eligible entities' needs were met
- Explanation of process used if eligible entities' needs exceed available frequencies
- Evidence of coordination with adjacent regions
- Description of how the plan "put the spectrum to the best possible use"
- Description of future planning process (amendments, disputes, etc.)
- Certification that all meetings were open to the public

Interoperability Contents in Plan

- Catalog existing I/O contracts & agreements in Region
- Describe how I/O channels will be used in Region
 - Technical and operational aspects
 - Priority access
 - Calling channels
 - Tactical channels
 - Functional designations
 - Channel nomenclature/display labeling
 - Minimum channel quantity
 - Trunking
 - Encryption
 - Direct mode
 - Standard operating procedures
- List additional spectrum set aside for I/O use in Region

Region 49 700 MHz Public Safety Planning Committee
10/23/01 Financial Report

INCOME

Grant	2,500.00	
<i>Total Income</i>		2,500.00

EXPENSES

Bank Charges		45.90
Legal Advertising		
Bryan/College Station Eagle	144.60	
Austin American Statesman	371.84	
Temple Daily Telegram	199.28	
Waco Tribune-Herald	285.72	
Bryan/College Station Eagle	144.60	
		1,146.04
<i>Total Expenses</i>		1,191.94

Checking Account Balance 10/23/01		\$ 1,308.06
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ACCRUED EXPENSES

Postage		
City of Bryan	237.32	
		237.32
<i>Total Accrued Expenses</i>		237.32

Available Balance		\$ 1,070.74
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