

**PUBLIC SAFETY RADIO STRATEGIC PLANNING COMMITTEE
(PSRSPC)
MEETING NOTES
*Final Approved***

Wednesday, December 14th, 2005

1:00 P.M. to 3:00 P.M.

**Held at the Governor's Office of Emergency Services,
3650 Schriever Avenue, Mather, CA 95655**

Attendees

- Committee members (or designated reps)
- Technical Working Group members
- Public observers (see attendee list)
- Local and State agency interested parties

Documents Available

- √ Today's agenda
- √ Revised Final 12.08.05 Draft *PSRSPC 2006 Statewide Integrated Public Safety Communications Strategic Plan* (Legislative Report)
- √ Errata Sheet for 12.08.05 Draft Legislative Report
- √ One-page summary of key elements in the Report
- √ "Gradients of Agreement" handout from Community At Work

Welcome and Call to Order

Adam Sutkus, meeting facilitator from the Center for Collaborative Policy, California State University, Sacramento, called the meeting to order. Mr. Sutkus informed the audience that the purpose of this meeting was for the Committee to formally adopt the Legislative Report submitted on December 8th, 2005 by the Committee's staff-level Technical Working Group. A final report was due to the Legislature on January 1, 2006. The staff-level Technical Working Group had developed an Errata Sheet with corrections and minor amendments to the report, which the Committee would be asked to review and approve as part of the finalized Report. Mr. Sutkus briefly went over the ground rules and introduced the Committee Chair, Henry Renteria.

Chair's Greeting & Comments

Mr. Henry Renteria, Director of the Governor's Office of Emergency Services (OES), welcomed all participants and observers and offered opening comments. Chairman Renteria congratulated the staff Technical Working Group for putting together the Legislative Report in a relatively short period of time. There is intense interest in the Report, not only from the California Legislature but also the Governor's Cabinet and U.S. Congress. Chairman Renteria had been unable to attend the previous Committee meeting (November 30th) because he had to meet with the Cabinet and testify before a congressional committee in Washington D.C. U.S. Senator Dianne Feinstein asked specifically about the Committee's report. Chairman Renteria has been reporting that the Committee and the Technical Working Group have been feverishly doing the work that needs to be done. He wanted to give proper thanks to the Technical Working Group and the Committee for the discussion and interaction that had occurred over the last few months.

Part I: Briefings and Updates

Report on Meeting Goals

Adam Sutkus, meeting facilitator, reviewed that at the last meeting on November 30th, the Committee had discussed clarifications that needed to be made to the Legislative Report. Following that meeting, the Technical Working Group met on December 7th and had vigorous e-mail dialogue over the last two weeks. As a result, the Technical Working Group crafted language for the December 8th revised final draft, and in the last day produced an Errata Sheet for last minute clarifications and error corrections that were made since Report distribution on December 8th.

The plan for today is to have motions on the proposed changes on the Errata Sheet and then final approval the Legislative Report. Grammatical and typographical glitches would be addressed by staff before transmittal to the Governor's Cabinet.

Mr. Sutkus also reported an addition to the Errata Sheet: there was a proposal to add the phrase "since 2004" regarding recent state agency activities in the Executive Summary to clarify what progress had been made on interoperability since the 2004 PSRSPC Report to the Legislature.

Part II: Committee Discussion on Errata Sheet for 2006 Report to the Legislature

Mr. Sutkus first opened up discussion to agency authors of the proposed errata changes. There was no comment.

Discussion was then opened for general comment by Committee members.

- A suggestion was offered by a Committee member to replace the term "determining" with "facilitating" in Item #8 of the Errata Sheet. The proposed amendment was to change "...framework for *determining* the needs of public safety entities" to "...framework for *facilitating* the needs of public safety agencies."

The Committee unanimously approved this amendment to the Errata Sheet.

- The California Highway Patrol (CHP) Committee representative wished to clarify CHP's intentions for the language in Item #6 on the Errata Sheet (Item #6 had been initiated by CHP). He said that rather than simply removing specific reference to the CA Department of Finance (as was proposed in Item #6), CHP preferred to insert an introductory statement that the PSRSPC can serve as an intermediary with state agencies *upon request* by state or local agencies. He wanted to clarify that the PSRSPC would not want to be in a position to represent other entities without their invitation to do so.

A proposal was made to amend Item #6 to state, "...Further, with the importance of federal homeland security funding and the state's procurement process centered in Sacramento, *upon request of state agencies or local entities*, the PSRSPC can interact with agencies on behalf of local agencies, as well as state departments.

The Committee unanimously approved this amendment to the Errata Sheet.

Part III: Committee Approval of 2006 Report to the Legislature

Unanimous Approval of Legislative Report

Upon finishing approval of the Errata Sheet, Chairman Renteria motioned for a voice vote by the Committee to formally adopt the Legislative Report. The motion was seconded.

The Committee voted unanimously to adopt the Legislative Report.

Work Plan to Begin in 2006

The representative from the CA Department of Transportation (DOT) asked if it was possible to offer agreement vote with comments, rather than a simple “yes” vote. He did not want to obstruct the approval process for the legislative report, but wanted to express his agency’s reservation regarding the recommendation on page 32, which stated, “Immediately implement the gateway (black box) structures to achieve incident level interoperability over the next two years while long term solutions are pursued.” His agency was concerned with being held to this timetable mandate, given uncertainties in implementation.

Chairman Renteria gave assurance in his belief that those who read the report will understand that the Legislative Report is only the first step of what needs to be done for interagency interoperability.

Adam Sutkus highlighted the importance for the Committee to show solidarity as it moves forward with its Legislative Report. He explained that the recommendations and work plan items for 2006 are interpretative elements to be worked out and refined at the beginning of 2006 after submittal of the Legislative Report to the legislature. The Technical Working Group, with guidance from the Committee, will be identifying the on-the-ground, project management aspects of actualizing the goals and recommendations in the report. DOT accepted the plan to address their issue of interest further in 2006, and the unanimous support for the report stood.

Part IV: Next Steps

Collaboration Guidelines for Committee

Facilitator Adam Sutkus asked the Committee to review and submit comments on the draft *Collaboration Guidelines* document which had been distributed at the previous Committee meeting. The *Collaboration Guidelines* was a governance tool for the Committee to consider as it implements the Work Plan for 2006 as outlined in the Legislative Report. The purpose of the document was to clarify rules of engagement and help the Committee proceed with interaction and decision-making. The draft *Collaboration Guidelines* was an offshoot of a similar document that had already been adopted by the staff-level Technical Working Group.

Mr. Sutkus informed the Committee that the Technical Working Group had not yet received any executive-level comments on the Collaboration Guides. Barring any input and changes, the guidelines will become the operating and structural process guide for the executive committee.

Next Committee Meeting on January 25th, 2006

The Committee decided to tentatively schedule the next Committee meeting on Wednesday, January 25th. This would allow the Technical Working Group an opportunity to reconvene beforehand. The purpose of January 25th Committee meeting would be to begin addressing issues of the work plan implementation.

Part IV: Comment Period

Before opening up the meeting to staff comments, Facilitator Adam Sutkus quickly thanked the Technical Working Group staff for their excellent participation and collegiality. He expressed that the staff Technical Working Group had demonstrated professionalism and “stick-to-it-ness” during the difficult work of developing the Legislative Report. He appreciated the expertise that the multi-agency team had brought to the table.

Technical Working Group Comments

Don Root, OES, Chairman of the Technical Working Group, stated that he enjoyed working with all the staff members from the other agencies. He informed that Committee that they had assembled a very good team in the Technical Working Group.

Consultative Organization Comments

No members of the Consultative Organizations chose to give public comments.

General Public Comments

No members of the public chose to give public comments.

Part VI: Closing Comments

Chairman Henry Renteria closed by reminding the Committee of the attention that is being placed on the Committee’s work. Implementing the Committee’s strategic plan will be a huge undertaking for the State. It will also do a lot to protect the lives and property of California citizens. The Committee learned a lot in the last few months; it has closely examined the consequences of Hurricane Katrina on emergency services in the country. The question on the mind of every elected official and staff member has been how California compares with other states in emergency preparedness.

Chairman Renteria said that the message has been consistent that California agencies are the leaders in the country in terms of emergency response and recovery. Is there room for improvement? Absolutely. California has set the bar fairly high in California, and the PSRSPC’s progress is part of the State’s continued leadership role. There are many other states looking to California as an example.

Chairman Renteria thanked the Committee for its patience, insights, inputs, and opinions, and said he looked forward to continued cooperation. The Legislative Report represented only the beginning of the work to be done. He offered his appreciation for the executives, staff, and consultants for taking this first step together.

Future Meetings

The next meeting of the Committee is tentatively scheduled for January 25th, 1:00 to 3:00 P.M at the Governor’s Office of Emergency Services, 3650 Schriever Avenue, Mather, CA 95655. The purpose of the meeting would be to approve for transmittal a final draft of the Legislative Report. A notice will be put on the PSRSPC website (<http://psrspc.ca.gov>) and sent via the PSRSPC e-mail distribution list.

Attendance

Committee Representatives

Corey R. Cummings, Department of Corrections and Rehabilitation (CDCR)
Karen Jackson, Department of Justice (DOJ)
Steve Edinger, Department of Fish and Game (DFG)
Sonny Fong, Department of Water Resources (DWR)
Richard Green, Department of Forestry and Fire Protection (CDF)
Berry Hemphill, Department of General Services (DGS)
Scott McGregor, California Highway Patrol (CHP)
Henry Renteria, Office of Emergency Services (OES)
Robert Samaan, Office of Homeland Security (OHS)
Randy Sederquist, Department of Parks and Recreation (P&R)
Bonnie Sinz, Emergency Medical Safety Authority (EMSA)
Steve Takigawa, Department of Transportation (DOT)

Others Present

Samuel F. Bellow, Jr., DGS-TD
Manuel Bergado, P&R
Ken Chappelle, CDCR-TD
Kirk Danilson
Bill De Camp, DGS-TD
Richard Engelsen, DFG
Victor M. Garcia, DWR
Gary Grootveld, DGS-TD
Mike Hewitt, Calstrategy
Kim Ismail, DOJ
Balbir Johl, DGS-TD
Grace Koch, OES
Gail Lockhart, OES
Jake McHatton, OES
Glen Nash, DGS-TD
Russ Patty, Quest
Jim Pratt, DGS-TD
Don Root, CA OES
Glen Savage, CDF
David Sumi, Center for Collaborative Policy, CSU Sacramento (CCP)
Adam Sutkus, CCP