



## Interagency Interoperability Oversight Group April 20-21, 2010 Monthly Meeting Summary Notes



**Attendance:** Bernie Mazer, Pat Stingley, Jim Douglas, Al Foster, Rich Kvale, Mike Field, Joan Guilfoyle, Kolleen Shelley, Carroll Alexander, Robert Kuhn, Ken Taylor, Jimmie Porter, Simon Strickland, Russell Sveda, Tom Wordell, Pete Roehrs, Xaviera Slocum, Tim Lynn, Kim Christensen, Kirk Rowdabaugh, Phone: Ellen Waterman, Stewart Ott, Matt Cnudde,

**Radio Spectrum** – Bryan Wright gave an informational briefing regarding the consideration of the administration's proposal to sell some of the spectrum to private industry. Vaughn suggested that perhaps a statement policy would be in order stating whether this is a minimum impact or significant impact to USDA/USDI agencies. Spectrum strategy is important – what is the impact of any possible loss, where will we be in ten years, etc. Although FS leadership has made significant investments in radio improvements, they do not fully understand the potential impacts of these efforts. Jim asked if we really know the business needs.

**ACTION:** Bryan Wright will work with Tom Thomison to prepare appropriate briefing materials.

**ACTION:** Bryan will brief IIOG during 5/20 call on any updates on this initiative.

**ACTION:** Tom asked for assistance with the altimeter frequencies. Bob Kuhn agreed to assist.

**Southwest Border Regionalization Project** – Russ Sveda gave a presentation on the Southwest Border Regionalization project lead by the DOI. Presentation included in meeting attachments (*SWB Regionalization Project Refresh 20April2010 for IIOG.ppt*). Some of the LEI offices would like to participate but do not have the funding necessary. The group agreed that we need a better understanding of what LEI business needs are in order to operate efficiently and effectively. This solves the problem on the border but not nationally. Trunking systems are one possible solution but there really is not a single solution. Mike asked if we need more interface with DHS. Pete reminded that the participation varies state to state, county to county based on local county sheriff preferences and relationships. IIOG leadership would like to be a part of this effort and asked that before the statement of work is finalized, that it be reviewed to ensure integration, not just interoperability; and make sure that local county sheriffs in affected areas are informed. Fire might be added to the extended team to ensure that the differing requirements between Fire and LEI are considered. While cell phones can augment communication, radio communication is essential to situational awareness and safety. We should also consider other agencies in USDA such as NRCS based on recent past events where an officer was unable to be located and in an area without cell coverage. Jim asked that we set the bar as high as possible and although we may not fully reach it we should try. **AGREED:** Add FS representative to the extended teams.

**ACTION:** Russ will verify SOW focuses on integration and consider others stakeholders and agencies as appropriate; ensure not solely focused on LEI.

**ACTION:** Agreed that project team should be interagency and interdisciplinary. Kolleen and Russ will work to identify team members. Recommendations include Matt Cnudde, Pete Roehrs, Simon Strickland, Tom Wordell.

**ACTION:** Russ will report on-going progress back during May, June, July IIOG calls.

**Analog to Digital Migration** - An interagency analog to digital migration plans is needed. There are concerns about continuing to purchase P25 compliant equipment since the digital capability is not being used yet; should we slow down? This item has been on the potential project list and has not been addressed.

**ACTION:** Mike Field agreed to provide a write-up for IIOG consideration to address these concerns and a path forward. **DUE:** June IIOG Meeting.

**Access Authentication** – Dan Glover gave an update on the AA project. His presentation is included in the meeting attachments (*IIOG AA April Status Update 20100420.pptx*). The pilot participants have been identified (30-50 people). There will be a kickoff meeting/webinar so that those involved know what to expect. Primary testing areas are NICC, NWCC and COIDC. We are planning Phase II and possibly III of the project. Phase II will automate the account creation process and develop methodology for individual agency provisioning of applications; and tie in to USDA ICAM EMMS and DOI Federation efforts; existing funding/hours left on the contract should pay for the majority of the efforts under Phase II. The Reciprocity MOU is key to the success of this initial project and Phases II and III.

**ACTION:** Dan will ensure that the Phase II charter includes the requirement of 2-factor authentication.

**ACTION:** Phase II Charter ready for IIOG review by May IIOG meeting.

**ACTION:** Dan and Kolleen will verify the ability to use existing funding for Phase II and beyond (into future fiscal years) and report back to IIOG with special meeting if this is not possible for some reason.

**ACTION:** Ken Taylor (FWS) to be included in Phase II project team.

**Central Oregon Interagency Integrated Radio Pilot Project** – The paperwork for classification and recruitment of the project coordinator has been submitted. There are delays in the Acquisition Management (AQM) support necessary to bring the contractor consultant on board. Kolleen, Simon and Jimmie are looking for alternatives. However, it does look like the project is delayed at least until late summer 2010.

**ACTION:** Jimmie Porter and Mike Field agreed to look to ways to elevate the priority of this project with AQM.

**IRA Update** – Russ Sveda gave an update on the status of various projects under the IRA. His presentation is included in the meeting summary attachments. Meeting attachment (*IRA Project\_Status\_IIOG\_20April10.ppt*).

**National Flight Following (NFF) Toning** – Project is on schedule. Completion expected by 6/25/10. Aircraft that do not tone will not jeopardize safety. They will hear everything vs having the benefits of the toning filter. The aircraft inspection process will ensure compliance.

**Interagency Radio System Study** – First phase – define and propose a standing set of user requirements has been assigned to John King in the FS CIO. However, John does not have staffing to support this effort and is having trouble renewing his contract that would provide this support. Vaughn wants to ensure that we look at the map of state activity and see which states look to be key.

**ACTION:** John King will be notified that the IIOG is planning a different approach for this effort.

**ACTION:** Jimmie and Russ will make an effort to get Phase I rolling and potentially has an individual on staff to lead the effort. We need to ensure that we clearly define interoperability as meeting mission needs.

**ACTION:** Change funding requirement for this effort to zero in the IIOG Workplan.

**Radio over Internet Protocol (RoIP)** – The DOI nearly has their architecture standard written; the FS has theirs completed. We need to find out how to merge the two together. There is a need for a team to be assigned to create interagency standards out of the two documents. This will require resources to do the comparison. The standards will facilitate a migration plan for all agencies and lead to the Analog to Digital Migration path forward.

**ACTION:** IIOG to find resources to support the creation of interagency standards.

**Analog to Digital Migration** – For the FS it is probably the best way to move this forward is to engage a contractor to chart the strategy forward. To do this on an interagency basis is an even larger task. We will learn a lot about this through the Central Oregon project. But it would be a good idea to have someone from outside the immediate area of interest that can look, analyze, think and strategize for our path forward. This individual would need to have experience with a large enterprise system such as the FS has. Still we need to remember that first we need to complete IRSS Phase I, followed by the RoIP which will ultimately lead to the analog to digital migration.

**IRA Layer or Program Coordinator** – The IIOG recognizes that the IRA members have plenty of responsibilities of running their own respective programs and that the work associated with IRA is above and beyond. The reality is that not much will be done under IRA without additional resources. Russ agreed with IIOG membership that if positions in existing organization were filled the DOI would be able to provide adequate support to IRA. The FS stated that the Oregon Project Coordinator along with our other 5 similar positions currently under recruitment could supply resources to support IRA.

**Reciprocal Trust MOU** – The IIOG modified this agreement. It was strengthened to include acceptance of credentials as well as security controls. The title was changed to Interagency Recognition of Credentials.

**ACTION:** Kolleen will take back to the team that created the original draft for final review and suggestions.

**ACTION:** Kolleen will send changes/revisions of the MOU to Vaughn and Jim.

**ACTION:** Vaughn will begin the process of moving the MOU through USDA. Jim as the chair of IIOG will begin the process of moving the MOU through DOI (through Sonny's organization)

**ACTION:** There will eventually be two MOUs necessary; this for credentials and security and a second more comprehensive agreement put in place to support IIOG efforts. **RESPONSIBLE:** Jim will begin the process of drafting the second MOU.

**Reciprocal Trust MOU Charter** – The charter was reviewed and modifications suggested to more clearly reflect the MOU as re-written by the IIOG.

**ACTION:** Kolleen will work with project team to finalize charter for Jim's signature.

**Information Standards and Architecture Sub-Interagency Policy Committee** – Tim Lynn shared the activities of this group with the IIOG and suggested that some of the goals are the same. There are 18 or more IPC's regarding information access and standards; this particular one is focused on radio in each department. Art Bryant is the FS DHS representative. Mike Field from the FS joined Tim at a meeting held 4/21. It was suggested that it might be helpful to have Michael Resnick learn about land management agencies through some of the IIOG members. Vaughn suggested that this may be the link to DHS and sharing how the grant money to states is affecting our radio infrastructure.

**ACTION:** Joan will talk with Art Bryant about this re his role and the relationship with various stakeholders.

**ACTION:** Kim Thorsen will follow up to see whether CIO's should be involved in this process. Define who needs to be present at which meetings and how things will be broken down.

**Interagency Dispatch Improvement Project** – Tom Wordell was introduced to the group. Tom has been hired to lead the IDIP efforts. He briefed the group on the recommendations and actions to date. The IDIP "kickoff" meeting will be on 4/22 with the Executive Steering Committee. Jim stated that it is important that we define what things might look like a year from now and how to define progress/success. Tom's presentation is included as an attachment to the meeting summary notes (*IDIP Overview for IIOG Mtg04\_2010.pptx*).

**DECISION:** IDIP is a project under the IIOG portfolio as IIOG provides the "bridging" mechanism which helps bring the owners together. We will track to ensure and facilitate progress and ensure a tie to all "owners".

**ACTION:** Jim will share charter for final review by Executive Steering Committee and finalize for signatures. This will be signed at the Chief/Director level vs IIOG Chair.

**Service First** – Joan Guilfoyle, Service First Program Manager was introduced to the group and gave a quick overview of her role and Service First. Joan will be a regular attendee to IIOG meetings and serve as a SME where appropriate on various project teams.

**Service First – March 2010 Leadership Meeting in Reno** – Jim and Vaughn participated in the interagency portion of this meeting, briefing participants on IIOG activities. IIOG was well received by the group. They specifically focused on the vision of "one radio program" between the BLM and FS; inviting the other land management agencies as governance and other details are worked out. Leadership is in support of this approach.

**FS / BLM / Interagency Joint Radio Program Strategic Planning** - Vaughn stated that the FS is prepared now to modernize our radio system nationally; including the funding. The FS would like our partners to join in that effort, maximize efficiencies. However, we must move forward and once that is completed, the opportunity will be lost if our partners are not on board and ready to move forward in the very near future. We need to figure out how to integrate our programs of work and the governance of how we make our decisions, decide on where improvements are placed and how the dollars are spent. Likely the best approach would be to look to areas with the largest concentration of BLM/FS and then broaden approach to include NPS, FWs, BIA, etc. Vaughn pointed out that he must ensure that Regions 8 and 9 are not forgotten in this effort to integrate with partners. Many of the IDIP recommendations and activities will affect how we move forward with this effort; and this effort will affect how the IDIP projects are implemented. Jim stated that leadership would like to create a commitment document to get things on track. Of course there will be intersection points down the road but this will be to get us started. There are many details to work out; capability, inventory, status, channelization, spectrum capability and ability of existing and future systems; lifecycle management, long-term funding. Right now we are unable to keep up based in the inability to fund the cycle of systems. There needs to be a way to cost this out based on use, to ensure that funding does not have to come out of cost pools in the future; perhaps work out a way to charge based on subscriber units with incentives to scale back where practical and not compromise safety. The discussion of the possibilities continued and it was agreed that on 4/22 the FS and BLM will meet to begin the process of developing a path forward to implementing the vision. Information will be shared with the IIOG periodically during regularly scheduled meetings.

**ACTION:** Jim will develop the first draft of a commitment document for leadership signature.

**Facilities / Towers** – Jimmie Porter shared the results of his “ground truthing” of the coverage mapping methodology the IIOG was shown while visiting Oregon in July 2009. The original project used all RFA’s in place. Upon closer evaluation, it was discovered that the overlap is likely closer to three sites vs fifteen sites. In order to provide coverage analysis nationally, we need to come up with the standard method to be used and validated. We need to decide how much coverage we are going to provide; how much we can afford to provide. We need to remember that FS sites are more often on mountain tops while BLM is the reverse. This is simply due to the topography of the lands we are responsible for. Kirk stated that he is really interested in the comparison he saw of analog vs digital technology coverage. He is intrigued by the potential to use this and realizes that this is not a one-for-one comparison. Jimmie stated that we must do a drive test to ensure what we see by using coverage mapping tools is reality on the ground. Jim stated that we know that we must invest to improve these facilities. But we need to ensure that we don’t replace something just because we can. Instead we must first look at whether it’s a good investment in light of the coverage map. In evaluating facilities there are four primary characteristics to consider; location, condition, coverage, design technology. Jimmie stated that they key is a database to track all of this information in. Matt suggested that with the information Google Earth could provide mapping capability. Xavi stated that the first piece, the coverage map should be the easiest and least controversial to obtain. There needs to be an area wide approach as well as a look at tower by tower to determine which sites to reinvest in. The BLM and FS have decided that they will be partners in moving ahead with a coordinated approach on facilities/towers and invited all others to join in. The discussions on Thursday 4/22 will be used to chart a course forward.

**Cross-Referencing Agency (BLM / FS) Helpdesk** – Pat Stingley briefed the group on activities to date regarding the resolution of tickets getting “stuck” between help desks. Given the additional clarification of IIOG intentions, Pat will lead the group into creation of a Memorandum of Understanding, Charter and Help Desk language to ensure that tickets are no longer lost between the two desks (escalation procedures). There needs to be a clear understanding and policy in both the FS and BLM that tickets must not be “dropped”; instead we must go the extra mile and find a way to help our customers. A ticket is not closed until the problem is resolved; even if the KM does not include instructions on resolution.

**ACTION:** MOU, Charter and Help Desk KM escalation procedures. **RESPONSIBLE:** Pat Stingley

**DUE:** Report June IIOG meeting.

**IIOG Website** – Kolleen demonstrated the IIOG website. Approval was given for the site to go live after minor modifications are completed. The website url is: <http://www.IIOG.gov> and contact point from the page send email to [IIOG@fs.fed.us](mailto:IIOG@fs.fed.us). Kolleen will monitor email traffic.

**Summer Meeting** – It is essential that members make hotel reservations within the next two weeks for this meeting. The hotel has reserved a block of rooms with no guarantee from us until individual members make reservations. This is a high tourist season and we need to get this taken care of. Kolleen will send the hotel information out to members with the emphasis to get this completed.

**Access to Agency Email via Internet** – Having access to email via internet would be particularly helpful in resolving some of the IDIP issues as well as add additional functionality to the Access Authentication efforts.

**ACTION:** Mike Field will learn the status of the FS access to email via internet.

**ACTION:** Bernie Mazer will provide a copy of the DOI waiver that allows this to happen in the DOI.

**ACTION:** Mike Field will ensure that Colin Watts (EEMS) and Bernie Mazer connect on the DOI waiver information.

**Budgeting for Future Projects** – The group agreed that there is a need for sharing the costs of overhead; individual projects based on benefitting agency. There is a need to figure out how to split things up. Perhaps use the NWCG formula; 50/50 split or based on land ownership in the area benefitting from the project (such as in Central Oregon).

**Closing Thoughts** – Vaughn reminded the group of why we are doing this. This is good government, this is doing the right thing. We have made significant gains; meeting goals every quarter. We are knocking off projects and closing them, keeping our eye on the target while ensuring that what we minimize any disruption. We are making a difference with our efforts.

**NEXT MEETING** - Thursday, May 20, 2010 - 1:00 pm – 3:00 pm Eastern. This is a telephone/webinar meeting.