

MINUTES
NCC Region 43 700 MHz Planning Committee
January 30, 2002
10:00 to 10:50
Conference Call Meeting at 206-205-1111

Due to the unexpected resignation of the Committee Chair, the Vice-Chair decided to modify the scheduled meeting for this date to a conference call meeting instead of a face-to-face meeting. Notification was sent to the e-mail recipients of the Chair's resignation on January 29th advising of the change in meeting approach.

The meeting was called to order by Vice-Chair Kevin Kearns at 10:05 A.M. with the following individuals participating:

Kevin Kearns – King County
Ron Solemsaas – Snohomish County
Spencer Bahner – Snohomish County
Joel Harrington – City of Portland
Jim Kelly – Washington State DNR
Jeff Petersen – Washington State Office of Procurement
Guy Cranor – Washington State Office of Procurement
Bob Wentworth – City of Spokane
Dennis Hausman – Washington State DIS
Hai Phung – King County Metro Transit
Alan Josue – Washington State Emergency Management
Emery Washington – Sat Com Systems

Clarification of Officer Positions

Officer positions in the Committee were identified and clarified as follows:

- Chair – Vacant
- Vice-Chair – Kevin Kearns
- Secretary – Vacant (Jim Kelly agreed to fill this role until a formal election takes place at a subsequent meeting)
- Treasurer – Jim Kelly

Article III of our By-Laws designates the Vice-Chair to fill the duties of the Chair if that position is vacant. It also discusses how vacancies will be filled, but does not require specific election action under specific time parameters. Therefore, the Vice-Chair will fill the role of Chair until further action of the Committee at future meetings.

Jim Kelly agreed to serve as the Secretary until we could formally elect a Secretary at our next meeting.

Clarification of Funding Status

Jim Kelly reported that he was not aware of any further action on applying for the funding from NPSTC. Kevin Kearns will follow up with NPSTC to determine if we are in queue for funding, and if not, what we need to do to get in line.

Future Meeting Dates

The By-Laws call for the Committee to meet on the last Thursday of the month in the odd-numbered months. The last Wednesday of November this year is the day before Thanksgiving, therefore, the meeting dates for 2002 will be:

- **March 27th - Westside**
- **May 29th - Eastside**
- **July 31st - Westside**
- **September 25th - Eastside**
- **November 20th - Westside**

Locations for these meetings will be established soon and further information will be distributed. The meetings will begin at 10:00 A.M. and participants should expect them to last until no later than 2:00 P.M. (with a short break for a no-host lunch).

In addition to these dates, there will be an **interim conference call meeting** on **February 20th**. The call will begin at 10:00 A.M. and last for about 1-1/2 hours. The conference call phone number is 206-205-1111.

Establishment of Web Site and Listserv

Kevin Kearns advised that the domain name www.region43.org has been secured and that he has staff working on getting a web page and listserv established for the 700 MHz and 800 MHz planning committees. Further information will be distributed as it develops.

Update from Oregon

Joel Harrington advised that Oregon (Region 35) held their first meeting on January 16th. They had about 50 attendees. Sally Jones from Columbia 911 Communications District was elected Chair. Region 35 is interested in coordination with Region 43 as we move through the planning process. Further details on Region 35 activities can be found at their web site www.region35.org

Update on Plan Drafting Effort

The Drafting Committee consists of Spencer Bahner (Chair), Julie Chen, Alan Hull, Alan Josue, and Jon (Wiz) Wiswell. Spencer Bahner has reviewed the draft plan and local committee guidelines reported out by the NCC. He has also received initial comments from Jim Kelly and the Port of Seattle. It seems clear that we won't be able to just do a cut-and-paste from the NCC draft. A fair amount of local authorship and effort will be required. All Committee members need to read through the draft plan and get ideas and suggestions to Spencer.

Kevin Kearns will distribute the NCC draft documents as an e-mail attachment when he puts out the minutes of this meeting.

NCCs in Missouri, Southern California , New York Metro and Michigan are likely to have draft plans. Spencer will be collecting plan drafts and/or final documents from other Regions to see if we can use them as models. Kevin Kearns advised that once the web site is operational he'll post these kinds of documents and links so Committee members can do their own further research.

Other Committee Assignments

Since we are now using the single Drafting Committee approach, the only other established committee that needs some energy is the Education/Outreach Committee. Identified members are:

- _____, Chair
- Steve Leonard, Nextel
- Fred Radovich, Motorola
- Chris McGowan, FCC
- Alan Josue, State Emergency Management

The next meeting of the Committee will be a Conference Call meeting on February 20th. The call will begin at 10:00 A.M. on 206-205-1111. Agenda items will include:

- Status update on the web site and listserver
- Status update on other Regions' planning progress
- Determine a Chair and additional participants for Education/Outreach effort
- Elect a secretary to do administrative duties including taking minutes.
- Finalize a work program for 2002 targeted at an FCC adopted plan by the end of the year