

**FIRST RESPONDER NETWORK AUTHORITY  
MINUTES OF THE DECEMBER 13, 2018  
COMBINED COMMITTEE AND BOARD MEETING  
RESTON, VA AND TELECONFERENCE  
U.S. DEPARTMENT OF COMMERCE**

On December 13, 2018, the First Responder Network Authority (FirstNet Authority) held an open public meeting of the FirstNet Authority Board and Combined Committees. The meeting took place in Tysons Corner, Virginia, and began at 11:00 AM EST. The meeting was made available to the public via webcast, and a transcript of the meeting and the archived Board and Combined Committee meeting audio can be found on the FirstNet Authority website at [www.firstnet.gov](http://www.firstnet.gov).

**BOARD AND COMBINED COMMITTEE MEETING**

Chairman Edward Horowitz opened the meeting by reflecting on the journey of FirstNet from pre-operational mode to operational mode, and welcoming new board members. The focus of the meeting, as noted by Chairman Horowitz, was for committee chairs to provide year-end overviews, FirstNet Authority leadership to provide updates, and to pass several resolutions.

**Conflicts Statement and Reminder**

Board Secretary Karen Miller-Kuwana reminded Board members of the conflicts statement that FirstNet Authority had provided in advance of the Combined Committee and Board meeting and asked for any recusals from the Board members. In response, all participating Board members indicated no conflicts of interest and the meeting proceeded.

**Roll Call:** Edward Horowitz (“Chair”), Richard Stanek (“Vice Chair”), Richard Carrizzo, Welton Chase, Neil Cox, Brian Crawford, Billy Hewes, Ron Hewitt, Tip Osterthaler, Paul Patrick, Christopher Piehota, Richard Ross, Teri Takai, Dana Wade, and David Zolet. A quorum was present for the Board and the Combined Committees.

***Votes Taken***

Chair Horowitz requested that before proceeding with the business of the day, the Board needed to approve the minutes from the August 8<sup>th</sup> Combined Committee and Board meeting. Chair Horowitz asked for a motion to approve the August 8<sup>th</sup> minutes. Teri Takai made the motion. Neil Cox seconded, and the Board and Combined Committees unanimously voted to approve the August 8<sup>th</sup> Combined Committee and Board meeting minutes.

A vote was taken on the following committee resolution:

- Teri Takai and Neil Cox motioned to approve Resolution 97, Revision of the Public Safety Advisory Committee Charter. Vice Chair Stanek seconded, and the members of the Governance and Personnel Committee voted to approve the motion.

The Board also voted to approve the following resolutions:

- Neil Cox motioned to approve Resolution 93, Expression of Thanks for the Services of Sue Swenson as a Member and Chairwoman. Teri Takai seconded the motion, and the Board unanimously voted to approve.
- Richard Carrizzo motioned to approve Resolution 94, Expression of Thanks for the Services of Jeff Johnson as a Member and Vice Chairman. Vice Chair Richard Stanek seconded the motion, and the Board unanimously voted to approve.
- Paul Patrick motioned to approve Resolution 95, Expression of Thanks for the Services of Kevin McGinnis as a Member. Welton Chase seconded, and the Board voted to approve the motion.
- Billy Hewes motioned to approve Resolution 96, Expression of Thanks for the Services of Annise Parker as a Member. Brian Crawford seconded, and the Board voted to approve the motion.
- Paul Patrick motioned to approve Resolution 97, Revision of the Public Safety Advisory Committee Charter. Teri Takai seconded, and the Board voted to approve the motion.

## **MATTERS DISCUSSED**

### ***Finance Committee Update***

Committee Chair Tip Osterthaler opened by welcoming Brian Crawford, Paul Patrick, and Dana Wade to the Finance Committee, as well as thanking David Zolet for his continued service. Mr. Osterthaler defined his priorities as Finance Committee Chair as being simple and two-fold. The first, to ensure the resources entrusted to FirstNet Authority are used wisely and in accordance with the law. The second, to ensure Board participation in the investment, planning, and execution of these resources.

Chief Financial Officer Kim Farrington began her update by sharing how FirstNet Authority ended Fiscal Year 2018. Obligations for Fiscal Year '18 were \$65.9 million out of a budget of \$73.50 million, which equated to about 90 percent utilization. A variance of 10 percent was found due to efficiencies. For expenses, \$83.6 million of the total \$101.8 million budget was utilized, equating to about 82 percent of the Board approved budget. Thus far in Fiscal Year 2019, about thirteen percent of the obligations budget has been utilized. This amount had been forecasted. In terms of expenses, ten percent of the expense budget had been utilized through November 30<sup>th</sup>.

### ***Public Safety Advocacy Committee Update***

Committee Chair Richard Stanek opened by thanking Chair Horowitz for his selection as Vice Chair of the FirstNet Authority, as well as Chair of the PSAC. Sheriff Stanek then welcomed Richard Carrizzo, Mayor Billy Hewes, and Paul Patrick to the Committee. Mr. Stanek expressed gratitude for former Committee Chair Jeff Johnson and voiced that he will continue to build on the work that has been previously done.

Dave Buchanan provided an overview of the work done by the Public Safety Advocacy Team in 2018, highlighting engagements with cities and counties across the country.

### ***Public Safety Advisory Committee Update***

(Mr. Dave Buchanan provided the Public Safety Advisory Committee Update as Mr. Todd Early was not able to join the meeting.)

Mr. Buchanan opened by welcoming Denis Goulet, Kevin McGinnis, and Danae Wilson to the PSAC. Mr. Buchanan expressed his thanks for the leadership of Todd Early, and the contributions of the PSAC members. Mr. Buchanan provided a summary of the PSAC meeting, which had been held two (2) days prior in Tysons Corner, Virginia. During the meeting, the engagement strategy was discussed, as well as updates about network progress from AT&T leadership. Looking ahead, Mr. Buchanan confirmed the continuation of the webinar series, prioritizing the Tribal Working Group, and the development of PSAC Strike Teams.

Mr. Parkinson followed up the update by Mr. Buchanan to note that PSAC Strike Teams will push out information to public safety's representatives, including investment related, as well as gather information to ensure the best decisions are being made.

### ***Technology Committee Update***

Committee Chair Neil Cox opened by thanking Secretary of Commerce Wilbur Ross for his re-appointment, and welcoming Welton Chase to the Technology Committee. Mr. Cox reflected on a recent trip to Houston, Texas with Mr. Chase and Mr. Osterthaler where they were able to see the FirstNet network in action during a simulated chemical attack on a harbor. Mr. Cox continued his reflection by talking about the journey of FirstNet from the beginning as a piece of paper to now having a working system.

Mr. Bratcher began his update by providing a visual resource which gave an overview of key contract activities. Mr. Bratcher briefly touched on Task Order 1, mentioning the creation of the secure portal for chief decisions makers within each of the fifty-six (56) states and territories. Mr. Bratcher then moved on to discuss Task Order 3, noting the operationalization of the core in March 2018 and the completion of a critical design review in September. Under Task Order 3, new features and capabilities are being added to the core, and March 2019 will mark the completion of IOC3. Transitioning to Task Order 4, Mr. Bratcher noted the continued acceleration of coverage and spectrum deployment by AT&T, as well as a recent Radio Access Network (RAN) operations meeting held in Dallas, Texas to discuss current progress, and the future, including IOC3. Additionally, Mr. Bratcher provided a snapshot of the local control portal that FirstNet users have access to and discussed the FirstNet application developer portal. Mr. Bratcher noted over sixty-five (65) devices are on the NIST list, including three (3) laptops that have been embedded. Mr. Bratcher concluded by discussing FirstNet 2.0, including the Experience and Innovation Program and upcoming deliverables and key services.

### ***AT&T Update***

Mr. Sambar started by discussing developments from the past year including the development of the FirstNet service brand, AT&T's separate core, and roll-out of a nationwide fleet of seventy-two (72) deployables. AT&T is at thirty percent of their commitment to roll out Band 14 coverage, and has, thus far, received good feedback from first responders regarding the network via the Response Operations Group. Mr. Sambar then expanded on the efforts of the Response Operations Group discussing asset deployment in various disaster situations. Mr. Sambar highlighted the utilization of services and devices in Hurricane Michael and the California wildfires. Mr. Sambar concluded with providing October 2018 statistics that there were 250,000 subscribers and 3,600 public safety agencies.

### ***Strategy Update***

Mr. Ed Parkinson and Mr. Jeremy Zollo jointly provided a Strategy Update.

Mr. Parkinson began with introducing Jeremy Zollo, Director of Enterprise Strategy, and touching briefly on the strategic plan.

Mr. Zollo opened with discussing the transition between FirstNet 1.0 and First 2.0, as well as the FirstNet experience. To create purpose, intent, and direction for the organization five objectives were identified – positive sentiment, successful partnership performance, recognize differentiation, enablement, and effectiveness. Additionally, Mr. Zollo noted to put the objectives into action FirstNet will look at four (4) areas to guarantee continued collaboration. These areas, as explained by Mr. Zollo, are: engagement, development, investment, and collaboration.

### ***CEO Update***

Mr. Parkinson began his update by reiterating the comments made by Mr. Zollo and the vision for FirstNet in 2019. Mr. Parkinson mentioned several upcoming efforts for 2019 including social media expansion, investment, and the physical and virtual experience center. Mr. Parkinson concluded his remarks by expressing his excitement about the coming year, and his own positive sentiment towards working with the Board to serve public safety.

### **Board Adjourned**

The Board voted unanimously to adjourn the meeting.