

APPENDIX E

Notification Information

Note 1: The first announcement of the 700 MHz Planning Committee was a voice announcement on February 22, 2008 at the public meeting of the Michigan Public Safety Frequency Advisory Committee(MPSFAC)

Note 2: Adjacent Regions have on several occasions either received paper copies of the Region 21 700 MHz Plan or been notified electronically of the availability of the Plan on the internet.

Dates of notification

August 1 - 8, 2002

June 11, 2004

January 28 - 31, 2005

May 4 - June 12, 2006

January 21, 2008

Method of Distribution

Hand delivered and mailed

Posting on internet

E-mail 235 recipients & Web Posting

E-mails and Web Posting

E-mails and Web Posting

Notes for 700 MHz RPC Organizational Meeting

May 3, 2000

Note sources: Joe Turner, Committee Member and Bette Rinehart, invited speaker

An organizational meeting was convened by Richard DeMello of the MPSFAC group. The group met at a Masonic Temple, 2875 W. Liberty in Ann Arbor, Michigan

Meeting began at approximately 10 AM

The meeting Agenda was as follows:

1. Discuss the history of how a need for a 700 MHz planning committee evolved
2. Discuss Interoperability issues
3. Outline national planning requirements
4. Discuss new planning thrust and needs or uses of the spectrum

About 30 individuals were present. Sgt. Andre' Brooks of the Detroit Police Department agreed to be the Chairperson. Four committees were formed: a committee to survey users and others who might be affected; an Interoperability committee to research interoperability issues; a funding committee to secure necessary funds for planning purposes and a writing committee.

Mr. DeMello and Mr. Folske provided information to the group. Ms. Bette Rinehart also provided information. The group members individually participated in various activities including general discussions of the issues and how best to proceed.

The group enjoyed a lunch provided by Mr. Folske and reconvened after lunch. More general discussion was held. The group adjourned about 3 pm after agreeing to meet again soon.

12 October, 2000

**Regular meeting of the Region 21 700 MHZ Public Safety Band
Regional Planning Committee
Masonic Temple, 2875 W. Liberty, Ann Arbor, MI**

Mr. Richard S. DeMello convenes the meeting at 10:20 am.

Chairman Andre' T. Brooks asks for a volunteer to be temporary Secretary. Keith M. Bradshaw volunteers and is appointed temporary Secretary.

By Laws: The Chair directs members refer to the "Bylaws Template". **Chair asks for a voice vote to approve name of "BYLAWS FOR REGION 21". Name approved with one (1) dissenting vote, S. Todd.**

The Chair directs members attention to ARTICLE I, and asks that '21' be inserted in paragraph 1.1. Paragraph 1.1 to read in part, "...The name of this region shall be Region 21...." Approved by consensus.

The Chair directs members review Article II, paragraphs 2.1 through 2.6. Discussion concerning definition of membership and voting rights follows. The Chair directs members review paragraphs 2.1 through 2.12. Further discussion.

Motion R. DeMello, to include the definitions of PUBLIC SAFETY and PUBLIC SERVICE as defined by the FCC on a separate page of the bylaws. Support Joe Turner. Motion approved by voice vote.

Motion S. Todd to approve bylaws as previously amended. Discussion. Motion withdrawn.

Discussion of paragraph 2.6 follows.

Motion R. DeMello, to amend paragraph 2.6 Annual Meetings to read "The annual meeting of the members shall be held in conjunction with the annual meeting of the Michigan Chapter of the Association of Public Safety Communication Officials held in October of each year. If an annual meeting is not held as herein provided...". Motion approved by consensus.

Motion R. DeMello to add paragraph 2.13 "Consensus" to bylaws. Discussion. Motion withdrawn.

Motion S. Todd to tentatively approve bylaws as amended. Final approval is to await the next regular meeting of the committee. Support, Mac Dashney. Call the Question S. Todd. Motion approved by voice vote.

**Regular meeting of the Region 21 700 MHZ Public Safety Band
Regional Planning Committee continued.**

Election of Officers: Mr. R. DeMello calls for nominations for the positions of Vice-Chairman, Treasurer, and Permanent Secretary. Mr. Stephen Todd accepts nomination for Vice-Chairman. Ms. Pat Coates accepts nomination for position of Treasurer. Mr. Keith M. Bradshaw accepts nomination for position of Permanent Secretary. **Motion John Grant to accept nominations and install these officers. Support, Joe Turner. Motion carried by voice vote.**

Mr. DeMello discusses need for web page development. Discussion of website follows. Mr. DeMello suggest the Writing Committee should use the 800 MHZ Regional Plan as a guide to writing the 700 MHZ plan. Chairman Brooks calls for members to fill a Website Committee.

Motion R. DeMello to approve the NCC planning documents as presented with final approval deferred until the next regular meeting. Support W. Folske. Motion carried by voice vote.

The next regular meeting of the Region 21 Planning Committee will be held in Lansing, Michigan on January 16th, 2001.

We adjourn at 12:30 pm.

Respectfully submitted by Keith M. Bradshaw.

31 January, 2001
Regular Meeting of the Region 21 700 MHZ Public Safety Band
Regional Planning Committee
Lansing School District Hill Center
5815 Wise Road
Lansing, MI 48911

The Interoperability and Bylaws sub-committee working groups meet from 10:00am to 12:40pm.

The regular meeting is called to order at 12:40pm by the acting chairperson S. Todd.

Minutes of 10-12-2000 meeting: **Motion D. Alger, Support D. Betz to approve minutes as presented. Motion carried by voice vote.**

We adjourn for lunch at 12:50. The acting chair reconvenes the meeting at 1:15pm.

Approval of Bylaws: The chair presents the revised by-laws for approval. The bylaws are read to the members present.

Motion D. Betz, Support D. Alger to approve revised by-laws as presented by the Bylaws Committee. Motion carried by voice vote.

Discussion follows. Proposal to amend paragraph 1.1 to read "The name of this Regional Planning Committee shall be Region 21 700 MHZ Planning Committee." The eligibility of persons engaged in frequency coordination to be voting members of the committee is questioned. By consensus, such persons are eligible.

Motion D. Betz to approve by-laws with the above amendment to paragraph 1.1. Support, D. Alger. Motion carried by voice vote.

Mr. R. DeMello discusses his work with the National Coordinating Committee. A \$2500.00 grant is available from the National Public Safety Telecommunications Council (NPSTC) to fund the operating expenses of the Region 21 700 MHZ committee. 700 MHZ equipment should be designed for superior performance to minimize interference from commercial operations.

Motion D. Betz, Support J. Turner to accept the report of Mr. DeMello as information. Motion carried by voice vote.

Motion Betz, Support Andrus, to instruct Mr. R. DeMello to apply for the NPSTC grant of \$2500.00. Motion carried by voice vote.

Interoperability Subcommittee Report: Mr. J. Turner.

Motion Grant, Support, Betz to accept the report of the Interoperability Subcommittee. Motion carried.

The next meeting is to be held on April 25, 2001 in Saginaw, Michigan.

Motion Betz, Support Alger to adjourn at 2:20pm. Motion carried.

Respectfully submitted by Keith M. Bradshaw.

Minutes of the January 30, 2001 "Interoperability Committee" Meeting
 (A sub-committee of the Region 21 700 MHz Planning Committee)

The meeting began at approximately 10 AM, at the Lansing School District, Hill Center in Lansing, Michigan. Members in attendance were: Dean Alger, MDCIS-EMS; Bob Andrus, City of Dearborn; Dennis Betz, Washtenaw County Central Dispatch; Bill Folske, APCO; John Grant, Lansing School District DPS; Paul Mayer, State of Ohio liaison and Chairman, Joe Turner, City of Saginaw. Mr. Rick Usian, Motorola Company, joined as an observer. From time-to-time, the Committee sought the assistance of Dick DeMello.

This was the first official meeting of the sub-committee. Its first order of business was to:

- Identify the role of interoperability in the contemplated 700 MHz plan.
- Review the goals of interoperability within a telecommunications network
- Create a strategy to accomplish those goals.
- Identify problems current radio users have with multi-agency interaction

These issues were addressed by open discussion and debate. It was decided to look to the existing 800 MHz Band plan treatment of interoperability as a potential template for 700 MHz.

Results of the day's discussions appeared in several ways. A list of factors to be considered in the interoperability planning was created. An e-mail communication address book was distributed. Listed factors to consider included:

- ▶ Communications loading with the following components:
 - ① Population density
 - ② number and type of travel routes for hazardous materials transportation
 - ③ number of type of facilities or sites with potential for widespread damage
 - ④ prevalence of natural hazard incidents (forest fires, tornadoes, etc.)
 - ④ other factors

Of the 36 channels allocated for interoperability, two unencrypted calling channels were potentially identified for initial state wide and intra-state interoperability. Two data channels were reserved for future standardization of technology which would permit interoperability. The remaining thirty two channels were set aside for future disposition.

Respectfully submitted,

Joseph M. Turner, Chairman

25 April, 2001

Regular Meeting of the Region 21 700 MHZ Public Safety Band Regional Planning Committee

**Saginaw County 911 Center
618 Cass Street
Saginaw, Michigan**

Present are: Stephen Todd, Chairperson, Ottawa County 911; Pat Coates, Treasurer, Oakland County; Keith Bradshaw, Secretary, Macomb County Technical Services; Bill Folske, APCO Frequency Advisor; Richard DeMello, Convener; Lloyd Fayling, Genesee County; Joe Turner, Dennis Betz Washtenaw County; Dean Alger, MDCIS-EMS; Rick Uslan, Motorola

Also Present are: Paul M. Mayer, Ohio Department of Administrative Services; Ray Smith, Region 33 (Ohio) Chairman.

Mr. DeMello reviews decisions of NIJ frequency pre-coordination database committee.

The Interoperability and Writing sub-committee working groups meet from 11:00am to 12:15pm.

The regular meeting is called to order at 12:30pm by the chair.

Minutes of the 31 January meeting: **Motion Folske, support Betz, to accept the minutes of the meeting held on 31 January, 2001 as presented. Motion carried by voice vote.**

Vacant Positions: **Motion Alger, support Coates, to nominate J. Turner as Vice-chair, Stephen Todd to assume duties of chair. Motion carried unanimously.**

Addition of Counties to Region 21: Mr. DeMello wishes the committee consider moving some region 54 counties into region 21.

Motion Fayling, support Turner, to add the counties of Muskegon, Kent, Ottawa, Kalamazoo, St. Joe, and Alleghan into Region 21 for the purposes of 700 MHZ planning. Discussion.

Motion Fayling, support Turner, to amended the previous motion to include the county of Van Buren. Motion carried by voice vote.

Adoption of Incident Command System standards: Chairman Todd discusses changes made to the draft document entitled 'Public Safety National Coordination Committee (NCC) Interoperability Subcommittee, Operational Standards Working Group #2, Recommendations Concerning use of the Incident Command System (ICS)'. Discussion follows. Changes incorporated into the document; under Part XI, paragraph 7, "...or other clearly defined position." to read "...or other clearly defined position, as may be appropriate

25 April, 2001

Regular meeting of the Region 21 700 MHz Public Safety Band Regional Planning Committee, cont. (2 of 3)

within the jurisdiction.” Under Part XII, paragraph 1, “It is this subcommittees recommendation that the NCC advise the FCC to mandate the use of ICS on the 700 MHz interoperability spectrum.” to read “It is this Subcommittee’s Recommendation that use of ICS on the 700 MHz interoperability spectrum be implemented when appropriate.” Part XII, paragraph 3, strike all of Paragraph 3.

Motion Fayling, support Betz, to accept the amended Incident Command System Document as part of the Region 21 Plan. Motion carried by voice vote.

We adjourn for lunch at 1:10pm. We reconvene at 1:15pm.

Interoperability sub-committee: Mr. Turner presents the interoperability subcommittee report. **Motion Turner, support Folske, to adopt recommendations of the sub-committee.** Discussion follows. **Motion carried by voice vote.**

Memorandum of Understanding (MOU): Mr. Todd discusses changes to the draft document entitled, ‘Appendix C, Memorandum of understanding for Operating the 700 MHz Interoperability Channels’. Under paragraph “The APPLICANT...” “To monitor the calling channel(s) and coordinate the use of the Tactical Channels.” to read “To monitor the Calling Channel(s).” Add as a separate sentence, “To coordinate the use of the Tactical Channels”. “To identify inappropriate use and mitigate the same from occurring in the future” to read “To identify and eliminate inappropriate use.” “To relinquish secondary Trunked operation of approved interoperability channels to requests for primary conventional access with the same or higher priority” To read “To relinquish secondary Trunked operation of interoperability channels to requests for primary conventional access.” “To mitigate contention for channels by exercising the Priority Levels identified in this MOU” to read “To grant access to channels according to the Priority Levels identified in this MOU.” Paragraph beginning with “To resolve contention within the same priority...” to read “To resolve contention within agencies with the same priority shall be determined by the highest level of on scene authority, or the State Interoperability Executive Committee, or RPC.

Motion Betz, support Turner to adopt the proposed changes. Motion carried by voice vote.

Presentation of the MATRIX sub-committee: Ms. Coates discusses application matrix. Original regional 21 point matrix language to be kept, except for channel loading...every mobile data unit to be considered as one-half a mobile unit. Appeals procedure with extensive changes to be presented later. MPSFAC to remain the regional plan update committee.

Motion Coates, support DeMello, to accept the report of this subcommittee. Discussion. **Motion carried by voice vote.**

25, April, 2001

Regular Meeting of the Region 21 700 MHZ Public Safety Band Regional Planning Committee, cont. (3 of 3)

We adjourn at 2:10pm.

Next meeting 9/26/2001 at 1:00pm, location in Kettenun Center in Tustin, Michigan.

Respectfully submitted by Keith M. Bradshaw, Secretary.

September 19, 2001

Regular Meeting of the Region 21 700 MHZ Public Safety Band Regional Planning Committee

**Oakland County MIS
1200 N. Telegraph Road, 49 W
Pontiac, Michigan 48341**

The meeting is called to order by Patricia Coates (acting chair) at 10:10 am.

Present are: Patricia Coates, Treasurer, Oakland County Clemis; Keith M. Bradshaw, Secretary, Macomb County; Richard S. DeMello, FCCA, Convener; Michael Whately, CSI; Rick Uslan, Motorola; Robert Andrus, City of Dearborn; Dean A. Alger, MDCIS-EMS; Karl Beckman, Motorola

Also Present are: Paul Mayer and Ray Smith, State of Ohio

NCC Report: Mr. DeMello relates that the NCC did not meet. Our plan is ready to be proof read for grammar, logic, etc. we should form a plan review committee.

Minutes of 25 April Meeting: **Motion Betz, support Folske to approve minutes as presented. Motion approved by voice vote.**

Treasurers report: **Motion DeMello, support Betz to approve. Motion approved by voice vote.**

We divide into Process and Writing sub-committees for Plan review at 10:40 am.

We break for Lunch from 11:45am to 12:40pm. Reconvene sub-committees at 12:45 pm.

Next meeting scheduled for 1:00 pm, October 18, 2001 in conjunction with the Michigan Apco meeting in Frankenmuth Michigan.

We adjourn at 2:55 pm.

Respectfully submitted by
Keith M. Bradshaw

18 October, 2001

**Regular Meeting of the Region 21 700 MHZ Public Safety Band Planning Committee
Zehnder's Restaurant
Frankenmuth, MI**

We begin at 1:25 pm.

Present are: Richard DeMello, Convener; Patricia Coates, Oakland County, Secretary; Harry Warner, MSP; Dean Alger, MDCIS-EMS; Bill Folske, APCO Frequency Advisor; Karl Beckman, Rick Uslan, Motorola; Mike Whately, Phil Hempel, CSI; Robert Andrus, City of Dearborn; Keith Bradshaw, Macomb County, Secretary; Lloyd Fayling, Genesee County

Mr. Bradshaw presents the latest changes to the draft plan to the committee. Discussion.

We notice that Appendix T is the improper version. We must include the proper version. Secretary to update this.

Add to page 12 under the heading "Coverage", language asserting that TIA TR 8.8 standard is to be used.

If possible, we should include the federal form "S-160" in Appendix O.

Motion Folske, support Beckman, to adopt draft plan with changes as mentioned above. Motion approved by voice vote.

Motion DeMello, support Coates, to authorize the purchase of flat bed scanner software for the purpose of rendering the plan with appendices into electronic format. Motion approved by voice vote.

Motion Alger, support Andrus, to thank Mr. DeMello, Ms. Coates and Mr. Bradshaw for their efforts in preparing the draft for presentation at this meeting. Motion approved.

We adjourn at 2:23pm.

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January 4, 2002

Regular Meeting of the Region 21 700 MHZ Public Safety Band Regional Planning Committee
Macomb County Sheriff Department
43565 Elizabeth
Mount Clemens, Michigan 48043

Vice chairman Turner calls the meeting to order at 10:10am.

Present are: Joe Turner, City of Saginaw (Ret.), Keith Bradshaw, Macomb County Technical Services, Bill Nelson, City of Troy Fire Department, Pat Coates, Oakland County Clemis, Dick DeMello, FCC, Rick Uslan, Motorola, Bill Folske, APCO, Larry Zabkowski, City of Southfield, Mike Whately, CSI, Dale Berry, Huron County Ambulance, Joe Palazzola, Fraser PS.

Treasurer's Report: Ms. Coates presents the Treasurer's report. **Motion by Folske to accept the Treasurer's report, second Uslan. Motion carried.**

Minutes of October, 2001 meeting: Meeting minutes were unavailable. These minutes will be distributed via list server.

Ms. Coates passes out latest revisions to the Plan, including new appendices U and V, changes to appendix T, a new table of contents. Mr. Turner goes over the new documents.

Mr. DeMello: We need to add the first meeting notice with a correct date to appendix B. We need to add the new members present today to the membership list. We also need a front page identifying the chairperson. We should include a list of officers, committees etc. Mr. DeMello will be talking to the NJ that they should put our plan on line for review by other regions using their database.

Mr. Turner suggests we add to Appendix A a list of the plan drafters i.e. an executive committee composed of those who were involved in drafting the plan.

Mr. DeMello suggests we add the correspondence to the FCC regarding our consolidation of Region 21 as the whole state of Michigan.

We review the body of the plan. Revisions are as follows:

- page 1: "To the members of Region 21 Planning Committee (see Appendix A)..."
- page 3: new table of contents containing appendices U and V.
- page 4: "The FCC announced allocation of 24 MHZ in the 700 MHZ radio spectrum..."
Remove heading "Purpose"
- page 5: delete "...radio communication systems." Move heading "regional plan priority" to page 6.
- page 6: add a footnote "At the April 15, 2001 planning committee meeting pursuant to FCC

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notice DA 01-58 of January 10, 2001, the committee discussed modification of the region 21 boundaries. After consultation with region 54, the planning committee informed the FCC of its desire to modify region 21 boundaries to include the entire state of Michigan." The relevant documents are to be added to appendix F. Add to appendix K a property value assessment.

page 9: paragraph 3, delete sentence "Where smaller conventional systems..." Replace "...the higher technology..." with "The trunked radio system is considered the most efficient technology at this time. The Region also places great emphasis..."

page 10: first paragraph, ~~This~~ will be dependent upon the hierarchy of levels of government as listed on page 12, the geographic coverage..."

page 11: first sentence, BOLD type for entire first sentence.

page 12: item 5 change to, "Single City, village, township, or other eligible systems." Under "Coverage", "Coverage parameters are to be consistent with TR 8.8 standards and the Region 21 821 MHz plan."

Modify heading "Coverage" to read "Coverage and Interference", delete "Interference" from page 13. Modify table of contents to reflect this.

page 14: change first sentence, first paragraph, "An applicant will be required to provide loading information consistent with this plan."

page 15: add after "...most unusual cases..." ()

change "Similarly, agencies shall not "farm down" or otherwise make available, frequencies to other radio services within their political structure."

(After the word "reassignment". a new sentence: Consideration will be given to agencies expanding existing 806 MHz and 821 MHz systems.)

page 16: after the bullet "explain and certify" and before the bullet "821 MHz", add

- Applicants must provide proof they communicated an announcement of their intent to seek new 700 MHz frequencies and offered an invitation to the MSP, the county or counties within which the proposed system is located and local governmental units within their county of residence, to participate in a discussion of interoperability issues.

page 18: change first sentence under "Allotment Process", "In performing the allotment process the Michigan Public Safety Frequency Advisory Committee (MPSFAC)..."

page 20: change "Special Emerg." to "Special Emerg./EMS"

page 21: add to "...special emergency...", "...special emergency/ems..." in first paragraph, capitalize "Tribal Nations". change deduct section.

page 22: bold first two sentences in first paragraph.

page 24: add "...or otherwise made available..." delete "Farming down is utilized to ..."

page 25: tense

page 26: change "An applicant who decides to appeal a rejection should initiate that appeal within ten (10) business days after receiving the decision."

Appendix A: update

Appendix B: update

Appendix E: add "All agencies served by Michigan LEIN"

edit minutes

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Appendix F: update with letters, communications etc. and minutes

Appendix K: update with property value data

~~Appendix L:~~ add a statement recognizing the ICS documents worth and that it meets our regions needs as amended.

Appendix Q: add survey results if available

Appendix S: add new industry Canada document to

~~Appendix T:~~ update

Appendix U: correct document to make MEPS acronym consistent. And RACES/ARES information.

Motion DeMello, second Coates to amend plan to reflect the aforementioned changes.

Motion carried by voice vote.

Motion DeMello, second Nelson to adjourn. Motion carried by voice vote.

We adjourn at 2:35 pm.

Respectfully submitted by Keith M. Bradshaw.

1 July, 2002

**Region 21 700 MHZ Public Safety Band Planning Committee
Conference Call**

Call to Order: We begin at 10:15 am.

Present on Call are: Patricia Coates, Treasurer, Oakland County; Harry Warner, MSP; Bill Folske, APCO Frequency Advisor; Karl Beckman, Motorola; Keith Bradshaw, Macomb County, Secretary; Bill Nelson, City of Troy; Larry Zabkowski, City of Southfield; Joe Turner, Vice-Chairperson, Acting Chairperson

Approve Agenda: Members present resolve to accomplish business of committee as if a quorum were present. The committee realizes that the actions taken today are tentative, awaiting approval of the committee as a whole. **Motion Coates, support Folske to approve agenda. Motion carried.**

Approve minutes of January 4, 2002 meeting: **Motion Coates, support Zabkowski, to approve the minutes as submitted. Motion carried.**

New Business:

Appointment of Vice-Chair to Chairperson: Mr. Todd appears to have resigned defacto his position as Chairman. The committee invokes the mechanism within our bylaws and appoints Mr. Joe Turner as Chairperson.

Election of Vice-Chairperson: Ms. Coates nominates Mr. William Folske for the position of Vice-Chairperson.

Motion Beckman, support Warner, to close nominations. Motion approved by voice vote.

Motion Coates, support Zabkowski, to appoint William Folske Vice-Chairperson of the Region 21 700 MHz Planning Committee. Motion approved by voice vote.

Dedication Page: **Motion Folske, support Nelson, to include a dedication to Mr. DeMello in the Region 21 Plan. Motion approved unanimously.**

Other: Mr. Folske advises the Committee that the frequency sort has been completed. The two advisors will be traveling to Denver Colorado for instructions on the frequency database.

Old Business:

Review of Draft Plan: Draft plan is ready for dissemination.

Next Steps for Submission of Plan: List is to be compiled and disseminated to committee of the documents in the plan not currently available in electronic format. These to be posted on the APCO website when available. In the interest of time, adjoining states will be mailed a paper copy of the plan for their review. We set a target date of July 14, 2002 for shipping copies of the plan to adjoining states. We will receive comments until September 15, 2002. We will submit plan to the FCC on October 1, 2002. These dates are contingent on compliance with NCC guidelines.

Other: A final public hearing will be held at the APCO fall conference in Tustin on September 26, 2002.

Next Meeting Date: Next meeting is to be held at Ann Arbor on August 1, 2002. Time and place TBA.

Adjournment: **Motion Coates, support Turner, to adjourn at 11:00 am. Motion carried.**

1 August, 2002

**Regular Meeting of the Region 21 700 MHz Public Safety Band Planning Committee
Huron Valley Ambulance Authority
2215 Hogback Road
Ann Arbor, MI**

We begin at 10:15 am.

Present are: Patricia Coates, Oakland County, Treasurer; Joe Turner, Chairman; Bill Folske, Vice-Chairman; Rick Uslan, Motorola; Mike Whately, CSI; Keith Bradshaw, Macomb County, Secretary; Al Nowakowski, State of Michigan; Ray Smith, Region 33 Chairman; Dennis Betz, Washtenaw County; Dale Berry, Huron Valley Authority; Bill Nelson, City of Troy; Larry Zabkowski, City of Southfield

Minutes of 1 July, 2002 Conference Call: **Motion Folske, support Nelson to accept minutes of conference call as presented.**

New Business: **Motion Folske Support Betz to accept resignation of Stephen Todd. Motion approved by voice vote. Motion Betz, support Zabkowski to appoint Joe Turner as permanent Chairperson. Motion approved by voice vote. Motion Betz, support Coates to appoint Bill Folske as Vice-Chairperson. Motion approved by voice vote.**

We discuss addition of dedication page to plan.

Motion Zabkowski, support Whately to donate remaining Region 21 funds to the Michigan APCO Chapter to support sending Bill Folske and Keith Bradshaw to Denver Colorado for 700 MHz frequency database training. Motion approved by voice vote.

Old Business: We discuss the remaining appendices to be reduced to electronic form. Discussion to include 420 MHz interoperability document in plan.

Motion Folske, support Nelson to proceed with distribution of plan to adjacent states. Motion approved by voice vote.

One copy of the Region 21 plan is hand delivered to Mr. Ray Smith. We discuss the possibility of having a final informational public hearing at the fall conference at Tustin. It is decided to have an informational public meeting at Tustin.

We decide to notify every member of MPSFAC, as well as the local Indian Nations of the final meeting.

Next Meeting: Meeting to be held at 1:00 p.m. Thursday, September 26, 2002 at Tustin Michigan.

Miscellaneous: Discussion as to target date of 1 October, 2002 for submitting plan to FCC.

Motion to adjourn at 11:13 am by Betz, support Coates. Motion approved by voice vote.

September 26, 2002

**Region 21 700 MHz Regional Planning Committee
Public Hearing
Kettunen Center
Tustin, Michigan**

Present are: Joe Turner, Chairman; Pat Coates, Treasurer; Keith Bradshaw, Secretary; Karl Beckman, Motorola; Rick Uslan, Motorola; Bill Folske, MI Frequency Advisor; Chris Stirrett, Huron County; Craig Enderle, Huron County; Rich Rybicki, MSP; Gene Adamczyk, MSP; Pam Matelski, Mackinaw County; Bob Andrus, City of Dearborn; Mike Whately, CSI;

Chairman Turner opens the hearing at 1:00pm. The Chairman opens the hearing for public comments at 1:05pm. There being no public comments, the public comment portion of the meeting is closed at 1:08pm.

We discuss reply made to Carl Guse, Region 54 convener.

Ms. Coates has drafted correspondence to adjoining regions.

Public Hearing closed by Chairman Turner at 1:18pm.

Respectfully Submitted by
Keith M. Bradshaw

**Introductory comments for 700 MHz Public Hearing Tustin,
Michigan September 26, 2002**

Welcome to the final public hearing of the Region 21, 700 MHz Planning Committee.

This committee was formed pursuant to a recommendation of the Michigan Public Safety Advisory Committee. The Public Safety Advisory Committee guides the assignment of public safety frequencies within the state of Michigan. Its membership consists of representatives from the Michigan State Police, the Michigan Department of Transportation, the Michigan Department of Natural Resources, the Michigan Municipal League, the Michigan Police Chief's Association, the Michigan Sheriff's Association and technical representatives from APCO.

The 700 MHz Planning Committee, first convened under the leadership of Mr. Richard De Mello, on May 3, 2000 in Ann Arbor, Michigan. The purpose of this first meeting was to decide how to create a formal 700 MHz planning committee, adopt a set of By-Laws for it, efficiently generate a plan and properly notify the public and appropriate agencies.

The organizational meeting was followed by a meeting held on October 12, 200⁰ in Ann Arbor and again Chaired by Mr. De Mello. At that meeting the Region 21 700 MHz Planning Committee was formally created, elected officers and adopted By-Laws.

Six subsequent public meetings were held in various cities across the state including, Ann Arbor, Lansing, Mt. Clemons and Tustin. Information regarding the planning process including documents related to the plan as it has been developed were posted at the APCO website and disseminated in several other ways. A number of individuals representing public agencies, private businesses and simply interested parties have attended those meetings. In addition to parties from the state of Michigan, individuals from the State of Ohio have been in attendance.

Copies of the prospective plans have been distributed to states adjacent to Michigan including: Ohio, Indiana, Illinois, Wisconsin and Minnesota.

Today's public hearing is being held to accept final comments about the plan from the public. Those comments are being recorded by audio tape and notes will be taken by myself and others. Comments submitted today will be distributed to Planning Committee members and taken under consideration. It is the intent of this committee to submit its final plan to the Federal Communications Commission on October 1, 2002. *DEPENDING UPON LETTER OF CONCURRENCE FROM ADJACENT STATES.*

It is now my pleasure to open the floor to comments. I note for the record that we are accepting public comments at *1:08 PM* o'clock. We ask that you limit your comments to no more than five minutes in duration and that all participants remain courteous in their conduct. As is common practice for public hearings, the Chair retains its discretion to terminate the participation of individuals who may disrupt these proceedings. The committee welcomes any written materials you may wish to submit. Written documents must be submitted within fifteen minutes of the close of today's meeting. (Close Meeting - and note time of closure) *There BEING NO COMMENTS FROM THE FLOOR, PUBLIC ^{ORAL} COMMENTS WERE CLOSED AT 1:08. A LETTER CARL GUSE, W. COORDINATOR ILL. BILL CARTER DHA INDIANA, OK. SOME DISCUSSION ON*

**Region 21 700 MHz Planning Committee
Meeting Minutes
Monday, June 23, 2003
12:00 p.m.
Huron Valley Ambulance
2215 Hogback Road, Ann Arbor**

OK

Members Present

Joseph Turner - Chairperson	Michigan Municipal League
William Folske - Vice Chairperson	Michigan APCO
Patricia Coates - Secretary	Michigan APCO
Keith Bradshaw	Michigan Frequency Coordinator
William Nelson	Michigan Association of Fire Chiefs
Al Nowakowski	State of Michigan - MPSCS
Karl Beckman	Motorola
Andre Brooks	Detroit PD
David Held	Retired - State of Michigan
Dennis McDowell	M/A COM
Steve Lasher	Motorola
Harry Warner	Retired - State of Michigan
Michael Whately	CSI

I. Call to Order

Mr. Turner called the meeting to order at 12:05 p.m.

II. Frequency Sort

Mr. Bradshaw stated that the frequency sort has been received from NIJ and is channelized at 12.5 KHz. CAPRAD is the application that will be used to write the Plan and manage the frequency database. In addition to Plan Managers, there will be levels of access for vendors and consultants. The Regional Committee will be responsible for CPARAD training. Motion by Folske, supported by Beckman, to appoint Mr. Bradshaw as the Region 21 Plan Manager. Motion carried unanimously. Mr. Bradshaw will contact NIJ to Make certain that adjacent regions were considered in the sort.

III. Funding

Mr. Bradshaw advised the Committee that another round of funding is available. Interoperability must be addressed. Ms. Coates will request that the Michigan Chapter of APCO receive any funds on behalf of the Region 21 Committee. An Interoperability Subcommittee will be formed, including Mr. Beckman, Mr. Held, and Mr. Brooks.

IV. Channelization

The Committee discussed the definition of a "channel" (6.25, 12.5 or 25 KHz) in relation to the 100 user per "channel" requirement. Contours and service area must also. Mr. Folske suggested that the Committee check to see how the State applications were made.

V. FCC Submission

The FCC now requires that plans be submitted in electronic format. Mr. Bradshaw has most portions in Word, and some in hard copy. Mr. Turner will reformat the Plan into PDF format. Mr. Turner requested

that the minutes and attendance of this and any future meetings continue to be added to the Plan.

VI. Next meeting

The date of the next meeting will be September 26th, 2003, in Tustin, immediately following the MPSFAC meeting. Ms. Coates will coordinate times.

VII. Adjournment

The meeting adjourned at 1:10 p.m.

Region 21 700 MHz Regional Planning Committee
Meeting Minutes
2:30 p.m.
September 26, 2003
Tustin, MI

Attendees

Joseph Turner - Chairperson
 Keith Bradshaw - Secretary
 Patricia Coates - Treasurer
 Chief William Nelson - Troy Fire Department
 David Held - State of Michigan
 Karl Beckman - Motorola
 James Fyvie - Clinton County

I. Call to order

The meeting was called to order by Mr. Turner at 2:40 p.m.

II. Introductions

Attendees introduced themselves. Mr. Turner announced that the meeting would be taped for public record

II. Approval of Agenda

The agenda was approved by consensus

III. Approval of Minutes

Motion by Nelson, supported by Held, to approve the minutes of the previous meeting. Motion carried unanimously

IV. Old Business

A. Frequency Sort

Mr. Bradshaw announced that the frequency sort is available on line, and that he has a hard copy. Mr. Bradshaw stated the need to designate alternate manager. He stated that the Michigan Alternate Coordinator has not been trained yet. The next training is in October and November, and Mr. Bradshaw has advised the alternate to call APCO to schedule training.

B. CAPRAD training

Mr. Bradshaw intends to go back through the training, and will be ready to conduct training by Frankenmuth.

C. Interoperability and Coordination with Adjacent Regions

Mr. Bradshaw stated that there are mutual aid and calling channels included in the sort. Region 21 needs to coordinate with adjoining regions. The actual frequencies don't matter, but all regions need them to concur at the borders. Region 21 needs to tell the other regions what we are doing for interoperability. Modeling after 800 plan, but backwards, Region 21 needs to run its diagonals backwards as storms move Southeast to Northwest in this area. The Committee could assign lower half of state half, or give all the channels to all the counties, and so forth. EMS, fire and law each get eight, and wide band data is also on interoperability list. Mr. Turner inquired about national needs for interoperability. Mr. Held stated that users would turn to the State EMD for long range communications. Mr. Bradshaw stated that the national calling channels are already addresses.

Motion by Coates, supported by Beckman that all channels be assigned statewide, and the adjacent regions be notified. Motion carried unanimously.

The appendix from Region 54 and Region 21 sign off was discussed. Mr. Held recommended the addition that any coordination within 70 miles of the State of Michigan must be coordinated with Region 21. There

is concern with lake borders versus political boundaries. The Committee should reach a decision by email before Frankenmuth

D. Frequency channelization

Mr. Bradshaw asked if the Region 21 plan channelizes at 6.25 KHz. The consensus was to stay with loading requirements – 400 mobiles for 25k, 200 for 12.5k, etc. The Plan will use 6.25. Mr. Bradshaw stated he believe that refarming at 800 MHz will eventually occur.

V. New Business

A. Border Sharing Agreement

Mr. Bradshaw recommends adoption.

B. 4.9 GHz

Mr. Bradshaw advised of the need to have a formal announcement at the Frankenmuth meeting regarding 4.9 GHz . A formal plan is not required, it is necessary to announce it. The FCC has made this the responsibility of the 700 MHz Planning Committees.

VI. Next Meeting

The next meeting will be October 23 in Frankenmuth.

VII. Adjournment

Motion by Bradshaw, supported by Held to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 3:10 p.m.

**Introductory comments for 700 MHz Public Hearing Tustin,
Michigan September 26, 2003**

Welcome to this public hearing of the Region 21, 700 MHz Planning Committee.

This committee was formed pursuant to a recommendation of the Michigan Public Safety Advisory Committee. The Public Safety Advisory Committee guides the assignment of public safety frequencies within the state of Michigan. Its membership consists of representatives from the Michigan State Police, the Michigan Department of Transportation, the Michigan Department of Natural Resources, the Michigan Municipal League, the Michigan Police Chief's Association, the Michigan Sheriff's Association and technical representatives from APCO.

The 700 MHz Planning Committee, first convened under the leadership of Mr. Richard De Mello, on May 3, 2000 in Ann Arbor, Michigan. The purpose of this first meeting was to decide how to create a formal 700 MHz planning committee, adopt a set of By-Laws for it, efficiently generate a plan and properly notify the public and appropriate agencies.

The organizational meeting was followed by a meeting held on October 12, 2000 in Ann Arbor and again Chaired by Mr. De Mello. At that meeting the Region 21 700 MHz Planning Committee was formally created, elected officers and adopted By-Laws.

Six subsequent public meetings were held in various cities across the state including, Ann Arbor, Lansing, Mt. Clemons and Tustin. Information regarding the planning process including documents related to the plan as it has been developed were posted at the APCO website and disseminated in several other ways. A number of individuals representing public agencies, private businesses and simply interested parties have attended those meetings. In addition to parties from the state of Michigan, individuals from the State of Ohio have been in attendance.

Copies of the prospective plans have been distributed to states adjacent to Michigan including: Ohio, Indiana, Illinois, Wisconsin and Minnesota.

Today's public hearing is being held to accept comments about the plan from the public. Those comments are being recorded by audio tape and notes will be taken by myself and others. Comments submitted today will be distributed to Planning Committee members and taken under consideration. It is the intent of this committee to submit its final plan to the Federal Communications Commission.

It is now my pleasure to open the floor to comments. I note for the record that we have opened the meeting and are accepting public comments at 11:30 am. We ask that you limit your comments to no more than five minutes in duration and that all participants remain courteous in their conduct. As is common practice for public hearings, the Chair retains its discretion to terminate the participation of individuals who may disrupt these proceedings. The committee welcomes any written materials you may wish to submit. Written documents must be submitted within fifteen minutes of the close of today's meeting.

Region 21 700 MHz Regional Planning Committee
Meeting Minutes
11:00 a.m.
October 23, 2003
Frankenmuth, MI

Attendees

Joseph Turner - Chairperson
 William Folske - Vice Chairperson
 Keith Bradshaw - Secretary
 Patricia Coates - Treasurer
 David Held - State of Michigan
 Dale Berry - MAAS
 Karl Beckman - Motorola
 Lloyd Fayling - Genesee County
 Michael Whately - CSI, Inc
 Al Nowakowski - MDIT
 Al Eichenberg - MPSCS
 Robert Andrus - City of Dearborn
 Steve Lasher - Motorola

I. Call to order

The meeting was called to order by Mr. Turner at 11:07 a.m..

II Introductions

Attendees introduced themselves. Mr. Turner announced that the meeting would be taped for public record, and an attendance sheet distributed

III. Approval of Agenda

Mr. Bradshaw requested the addition of item E under Old Business, Reconciling the Plan with FCC requirements. Mr. Nowakowski requested the addition under New Business of an item regarding the relationship of region 21 with region 54 and the exchange of observers. Mr. Eichenberg requested the addition under New Business of an item regarding two pieces of pending legislation.

Motion by Berry, supported by Held. to approve the agenda as modified. Motion carried unanimously.

IV. Approval of Minutes

Motion by Eichenberg, supported by Beckman, to approve the meeting minutes of September 23, 2003.. Motion carried unanimously. Mr. Turner express the Committee's thanks to Steve Todd and Michigan APCO for supplying the meal at the Tustin meeting

V. Old Business**A. Frequency Sort and Plan Update**

Mr. Bradshaw stated that the Plan is posted on the Michigan APCO web site, but a PDF rather than document format is needed for FCC filing. A link to the CAPRAD web site is also needed. Mr. Beckman suggested the Committee ask NIPSTIC for PDF format. Mr. Bradshaw confirmed that NPSTIC had made such an offer, and stated that use of PDF will also save printing costs; publicly distributed copies should be CD ROM. MR. Beckman concurred that both the Plan and frequency tables should be on the web site, and that CDs can be mailed for less than \$.80. Mr. Whately volunteered to convert the document to PDF and to scan the attachments; Mr. Bradshaw will send the files to Mr. Whately.

B. CAPRAD

Mr. Bradshaw stated that he had been unable to retake the training and cannot conduct training, but will be ready to do so by next meeting. He further stated that the Committee needs to decide on a system administrator, one other administrator, and levels of access. CAPRAD can do all searches, applications, etc on line. NLECTC in Denver developed this for NPSTIC.

Motion by Beckman, supported by Whately, to name Held as Assistant Administrator, and identify Turner and Folske as secondary on the list. Motion carried unanimously.

C. Interoperability and Coordination with Adjacent Regions

The Committee discussed the NYS plan for statewide channels, which Mr. Bradshaw recommended be used as a template. Mr. Held described the document as an engineer's delight, in that it defines terms, measurements and levels, but stated that it is very complicated for "lay" administrator. The NYS plan also no "teeth" for enforcement. Mr. Held stated that he prefers the Ohio plan, although it is still too wordy, and suggested that Region 21 draft its own. The Region 21 plan should request notification of any application within 70 miles, and failure to respond within 20 days considered concurrence. This would leave it more open, although Mr. Held agreed with the grievance procedure. Mr. Bradshaw inquired why this is needed this for state frequencies. Mr. Held replied that this to protect entire band, not just state frequencies. Mr. Beckman supported the simplicity concept. Mr. Bradshaw stated that these are geographic licenses that can be moved any time. Mr. Held stated that this apparently applied to state frequencies only, and that the Committee should defer to state. Mr. Nowakowski advised that the state will take it under advisement. Mr. Bradshaw stated that Canada has indicated verbally they are willing to set aside channel 68 for use at the border, but the Committee still needs to deal with US TV stations.

Motion by Beckman, supported by Bradshaw, to table this item to the next meeting. Motion carried unanimously. Mr. Bradshaw will continue to work on the issue, and Mr. Turner will email the Ohio plan to all members.

D. Channelization

Mr. Bradshaw stated that the channelization as approved at the last meeting, 100 users at 6.25 MHZ, is still appropriate. Mr. Beckman expressed concern that 40% of public safety mobiles are not in use and "loaded" at any time. Mr. Whately inquired as to what happens in a disaster. Mr. Beckman replied that the systems degrade. Mr. Held expressed concern for small agencies. Mr. Beckman suggested that the first channel could use 70, and subsequent channels could have higher standard of 125. Mr. Berry asked why isn't system usage and busies more important than user per channel. Mr. Beckman stated that the FCC does not allow planning committee to go back and add post construction requirements. All current plans count units. Mr. Whately suggested a sliding scale for larger, more efficient trunked systems. As an example, conventional at 100, trunked at 125 initially, any additional channels must show useage and busies. Mr. Lasher replied that usage is intangible, varying based on usage for a day, a month, or a year. Such a scale would be a burden to administer. Mr. Berry expressed concern for ambulances with multiple radios. Mr. Beckman suggest 1 to 10 channels/100 users, 11 to 15channels/125 users, 16 to 20 channels/150 users.

The discussion was tabled by consensus to the next meeting. Mr. Beckman and Mr. Whately will prepare a draft.

E. FCC reconciliation

Mr. Bradshaw informed the Committee that the original planning "suggestions" are now in the part 90 rules. This was not the case when the Region 21 Plan was developed. Mr. Bradshaw listed some of the deficiencies of the Region 21 Plan:

1. It has a map of counties, needs a list of cities
2. Needs a description of effect of additional of 700 channels and interoperability
3. Needs an overview of public safety agencies in the region
4. Needs a Regional Plan summary
5. Needs guidelines and procedures for protection of incumbent TV stations during transition.
6. Needs an interoperability plan (current one may be satisfactory)
7. Needs spectrum agreements with adjacent regions
8. Needs a description of pre allocation at borders
9. Needs a description of pre-coordination at borders
10. Needs to describe utilization of interoperability channel usage
11. Trunked and conventional channels identified.

The Committee discussed the licensing of interoperability channels; the state did not license two calling channels, but may have retained authority to do so. The deadline was December of 2001; if not met, reverted to RPC. Mr. Eichenberg will find out status.

It was determined that the next meeting needs to be a working session. Proposed dates were November 20th or 18th at 10:00 at Huron Valley.

VI. New Business

A. 4.9 GHz

Discussion focused on the need for a public hearing and a letter to the FCC regarding Plan administration. Mr. Beckman stated that this could be very simple, based on geographic licenses. As propagation is short, the Plan should set an ERP and height limitation, and specify that the 4.9 GHz is not to be used as links except within licensee borders (possibly a 3 mile limit?). If Region 21 does not develop a plan, it becomes unlicensed spectrum, and will only come back to the Committee for interference issues. Mr. Bradshaw sees this spectrum for very localized wireless downloads of data, although video for helicopters could be an issue. Proposed rules are in 90.1211 and establish a deadline of six months from the report and order adoption, dated June 23rd.

Motion by Berry, supported by Bradshaw to send a letter to FCC that Region 21 intends to draft a 4.9 GHz plan. Mr. Turner to develop the letter. Motion carried unanimously.

B. Region 24 relationship to Region 21

Mr. Nowakowski stated that Region 21 consolidated the entire state in one region and pulled out of region 54 when 700 plan was developed. At the last Region 54 meeting, the Chair Mr. Carter suggested that each committee send mutual attendees to each other's meetings. Mr. Beckman suggested Region 54 be added to the region 21 mailing list. Region 54 meets about twice per year, and Mr. Nowakowski attends when possible. Discussions include border issues and propagation across Lake Michigan.

Motion by Nowakowski, supported by Fayling, to have Mr. Nowakowski attend Region 54 meetings as the Region 21 representative, and add Region 54 to the Region 21 notification list. Motion carried unanimously.

C. Pending Legislation

Mr. Eichenberg informed the Committee of various groups attempting to get support for keeping C block of 700 MHz off the auction block, an additional 10 MHz of spectrum. Representative Stupeck proposes auctioning the spectrum and giving the proceeds to public safety, while Representative Upton wants to move TV stations off as part of Heroes Act. A "Preparers Act" is also being discussed to provide funding to states – HB 3151. For agencies that would not use 700 MHz, cash may be better. This is for informational purposes only at this time. The extra 10 MHz would be for ultra broad band. One system is already running on experimental licenses.

VII. Next Meeting Date

The next meeting will be November 18, or an alternate of November 20, depending upon room availability, in Ann Arbor.

VIII. Adjournment

The meeting adjourned at 11:30 a.m.

IX. New Business

A. Border Sharing Agreement

Mr. Bradshaw recommends adoption.

B. 4.9 GHz

Mr. Bradshaw advised of the need to have a formal announcement at the Frankenmuth meeting regarding 4.9 GHz . A formal plan is not required, it is necessary to announce it. The FCC has made this the responsibility of the 700 MHz Planning Committees.

X. Next Meeting

The next meeting will be October 23 in Frankenmuth.

XI. Adjournment

Motion by Bradshaw, supported by Held to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 3:10 p.m.

**Region 21 700 MHz Regional Planning Committee
Meeting Minutes
November 20, 2003
Ann Arbor, MI**

Attendees

Joe Turner – Chairperson
William Folske – Vice Chairperson
Patricia Coates – Secretary/Treasurer
David Held
Harry Warner
Al Eichenberg
Bill Nelson
Al Nowakowski
Richard Uslan
Karl Beckman
Mike Whately
Sean McCarthy
Robert Andrus
Carl Betz

- I. **Call to Order**
The meeting was called to order by Mr. Turner at 10:10 a.m.
- II. **Introductions**
Self introductions and a sign in sheet was distributed
- III. **Approval of Agenda**
Item III, change the month on approval of minutes of previous meeting from September to October – Agenda approved as amended by consensus
- IV. **Approval of Minutes of October 23, 2003**
Motion by Folske, supported by Eichenberg to approve the minutes. Motion carried unanimously
- V. **Old Business**
 - A. **Plan Revisions**
None were completed
 - B. **Frequency Sort and electronic plan update**
Mr. Folske advised the committee that, per Mr. Bradshaw, the frequency sort has been posted on the web site and some members, including Mr. Folske and Mr. Bradshaw, have limited access
 - C. **Electronic Format**
Mr. Whately and Mr. Turner each have developed a PDF file of the basic plan

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D. Coordination with adjacent

Ms. Coates advised that Region 54 had been added to the notification list, as determined at the last meeting. Mr. Held inquired if there was a need for subcommittee. The Committee determined this would require only a few paragraphs in the Plan, and an agreement with each adjacent region. Coordination with Canada may be beyond the Committee's level, although. Informal attempts have been made in past to resolve interference issues with Canada

E. Channelization and Loading

Documents by Mr. Beckman and Mr. Whately were distributed. Mr. Whately discussed his studies and calculations, determining that small users (1-5 channels) need at least 6 channels for 3% grade of service. Mr. Beckman stated that 700 MHz needs to be compatible with 821 MHz systems, or merged systems will drop to a 75 unit loading requirement. Mr. Turner asked for a definition of grade of service. Mr. Whately explained by example: at 5% grade of service, from 100 PTTs the user experiences a busy 5 time. CSI recommends a public safety grade of service of 2%. Mr. Turner stated that, not from technical side but from municipal side, cost is an issue. Mr. Beckman and Mr. Eichenberg suggested the Committee consider the 821 plan and disappearing resources; can 700 MHz afford to have smaller, disparate systems? Mr. Turner inquired about data. Mr. Beckman replied that stepping loading down could cause congestion. Turner inquired about the anticipated use and impact in south-east Michigan, to which Mr. Eichenberg replied that this was addressed in 821 by defining primary zone. Three quarters of the spectrum allocated for Michigan has been used in south-east Michigan, contributing to issues with adjacency and short spacing. Ms. Coates stated that factors other than loading contribute to issues in south-east Michigan, and while three-quarters of the channels have been used there, three-quarters of the population lives there. Mr. Folske explained that Detroit has exacerbated the problem, since originally it requested no channels, then came in later and asked for many channels. M. Held stated that in original discussions, 100 per channel loading was mandated Federally, so the RPC did not have the flexibility it has now. Mr. Held agreed with Mr. Whately regarding 75 users per channel for smaller systems, giving them the ability to build modern systems. Mr. Beckman suggested that his proposal be used for the primary zone only, and Mr. Whately's suggestion for the rest of state. Mr. Held expressed concern that a system in Grand Rapids should have 2 more channels than Troy. Mr. Turner suggested that the Committee must consider demographics, movement of population, etc. Mr. Andrus stated that the Committee should not tell cities that they cannot have small, independent systems, but Mr. Eichenberg stated the Committee should discourage small systems. Mr. Beckman stated that loading is for exclusive use of a channel, and that sharing and short spacing still allowed. Mr. Eichenberg stated that the sort itself will allocate so many channels per county, and the RPC needs to craft sort based on population. Mr. Beckman will merge his and Mr.

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Whately's reports into one document for the next meeting. Mr. Andrus suggested the RPC create a chart for clarification to applicants. Chief Nelson expressed concern about the fire service and the manner in which Mr. Beckman's formula counts mobiles, portables, data, etc on one vehicle. Mr. Eichenberg and Ms. Coates concurred that any device should count as a radio, not based on how it will be used. This will be more of an issue with combined voice and data, and the FCC states that voice and data should be treated the same. Mr. Eichenberg expressed concern about section 3, stating that the language this may not meet new technologies such as TDMA, and rewards systems that are less efficient and require a dedicated channel. The discussion was tabled by consensus.

F. 4.9 GHz

Mr. Eichenberg explained that the licenses are geographic in nature and, if granted, can be used without restriction in that geographic range. For eg, if the State wanted to use this in helmets to helicopter, and if a county has deployed in same band, it could be catastrophic. Different vendors would be deployed, using different modulations.

Mr. Beckman stated the RPC needs to notify the FCC by end of year; if region does not want the responsibility, it falls back on coordinators. Mr. Turner stated that the intent to plan was included in letter on broadband over power lines.

Motion by Mr. Held moves, supported by Mr. Betz, to have the Chair send the letter of intent to plan. Mr. Turner proposed a friendly amendment to include a paragraph that identifies the region 21 group and experience. Amendment was accepted, and the motion carried unanimously.

G. Other

There was no other old business

VI. New Business

A. Frequency Coordinator

Dave Held was announced as another alternate coordinator, training financed by MI APCO. Mr. Turner expressed thanks to both Mr. Held and Mr. Folske.

VII. Next meeting

The next meeting will be December 4 at Ann Arbor following MPSAFAC

VIII. Adjournment

The meeting adjourned at 11:45

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006/009

**Region 21 700 MHz Regional Planning Committee
Meeting Minutes
December 4, 2003
Ann Arbor, MI**

Attendees:

Joseph Turner - Chairperson	Michigan Municipal League
William Folske - Vice Chairperson	Alternate Michigan Frequency Coordinator
Patricia Coates - Secretary	Michigan Chapter of APCO
Dale Berry	Michigan Ambulance Association
Michael Whately	CSI
Al Nowakowski	State of Michigan DIT
Al Eichenberg	State of Michigan DIT
Rick Uslan	Motorola
Harry Warner	Buford Golf & Associates
Steve Lasher	Motorola
Dave Held	Alternate Michigan Frequency Coordinator
Robert Andrus	City of Dearborn
Karl Beckman	Motorola

- I. Call to Order**
The meeting was called to order by Mr. Turner at 11:55 a.m.
- 4. Approval of Agenda**
Motion by Beckman, supported by Folske, to approve the agenda. Motion carried unanimously.
- 4. Approval of the Minutes of the November 20, 2003 Meeting**
Motion by Beckman, supported by Held, to approve the minutes as written. Motion carried unanimously.
- IV. Old Business**
- A. Plan Revision**
- 1. Frequency sort and electronic plan update**
Mr. Eichenberg presented information from the NPSTC web page, illustrating that the national sort model is significantly different than those used in the past. NPSTC developed a spectral needs assessment to do a better job of frequency allocation. The model is based on a county level, and considered population shifts, and population versus other needs. The model divided 700 MHz band into two sections, wide and narrow band (120 channels for data, 480 for voice). It employed a new method from PSWAC for police, fire, EMS and general government, and considered population per square mile in relation to the number of police and fire users. Previous models had considered all public safety as one group. The study found that original PSWAC estimates were off, so NPSTC crafted a new scheme to deploy frequencies. Mr. Eichenberg displayed several graphs and maps that show how the population per square mile was used. The model also allocated a minimum of 5.25 kHz blocks for each county, each set spaced 250 kHz apart for combiners. Contours for channel reuse included terrain data for the first time. Interregional concurrence is mandated. The model allows no consideration of television stations. Mr. Turner asked if a map could be developed to show the MPSCS in the same terms, for Emergency Management purposes. Mr. Beckman felt this would be irrelevant, since the MPSCS is not the primary service provider in many densely populated areas. The actual data sets are part of CAPRAD system. The 96 statewide channels are not included in this sort; a separate sort was done for those channels. Interoperability channels with Canada and Mexico need to go through the FCC international group.
- 2. The need for an electronic format was mentioned**
- 3. Border sharing was discussed**
- 4. Loading Criteria**

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Mr. Beckman distributed a merged document combining the two loading criteria documents distributed at the November meeting. Mr. Whately questioned the number of users for smaller system. Mr. Beckman stated that the Grade of Service for the MPSCS is 5%. Mr. Whately stated that CSI recommends 2%. Primary zone traditionally was Wayne, Macomb, Oakland, Saginaw et al. The Committee discussed whether this is still relevant, or should Kent be added. The committee also discussed whether the new information from Mr. Eichenberg's presentation be used. There was discussion of a "break point" for a primary zone, as certain counties may have shifted categories. NPSTIC did not use grade of service as a criteria. Mr. Eichenberg suggested the committee wait for national recommendations before defining primary zones. Mr. Beckman suggested the committee define a break point, then look at counties with more than "x" number of channels assigned as the primary zone. Mr. Folske offered to send copy of the Beckman/Whately combined document to Steve Devine, National 700 MHz chairman, for review and comment. Mr. Held stated that the sort is already far ahead of the 821 plan since geography was used. Mr. Eichenberg noted that the actual need and users also depends on consensus plan and what happens to 800 MHz. Discussion followed regarding the advisability of forcing small systems to join larger systems. Motion by Beckman, supported by Held, to table the loading criteria discussion. Motion carried unanimously.

B. 4.9 GHz
Mr. Turner will complete the letter stating the Region 21 Committee's intent and will electronically send it to the Committee members. With their concurrence, Mr. Turner will mail the document.

V. **New Business**
none

VI. **Next Meeting Date**
The next meeting will be held on January 15, 2004, immediately following MPSCAC

VII. **Adjournment**
The meeting adjourned at 1:10.

12/21/2007 FRI 15:47 FAX 586 783 0957 Technical Services

008/009

**Region 21 700 MHz Regional Planning Committee
Meeting Minutes
January 15, 2004
Ann Arbor, MI**

Members Present:

Keith Bradshaw - Secretary	APCO Region 21 Frequency Advisor Patricia
Patricia Coates - Treasurer	MI APCO
Al Nowakowski	State of Michigan
Mike Whately	CSI
Dennis McDowell	MA COM
Ken Palazzi	MA COM
Robert Andrus	City of Dearborn
Harry Warner	BGA
Jim Lee	Michigan Health and Hospital Association
Rick Uslan	Motorola
Steve Lasher	Motorola
Dave Held	MI APCO
Al Eichenberg	State of Michigan

I. Call to Order

The meeting was called to order by Mr. Bradshaw at 12:35 PM

II. Introductions

Attendees introduced themselves and an attendance sheet was distributed

III. Approval of Agenda

Motion by Held, supported by Coates, to approve the agenda as written.
Motion carried unanimously.

IV. Approval of minutes of 12/4/03

Motion by Warner, supported by Nowakowski, to approve the minutes of the December 4, 2003 meeting as written.
Motion carried unanimously.

V. Old Business**A. Frequency Sort**

The RPC discussed the options of accepting the sort as presented, or of modifying the sort. Mr. Eichenberg states that the sort does not address vendor specific issues for coordination. Mr. Held commented that the RPC cannot foresee all conditions in the future. The general consensus is to follow the NPSC sort.

B. Electronic format

No update. Karl Beckmen is handling, and was not in attendance. (B2 Plan)

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C. Coordination of Adjacent Regions / Border sharing

The consensus of the RPC was to submit plan with language that states: "Any application within 113 km of the border must be coordinated with adjacent region."

D. Loading

Motion by Andrus, supported by Coates, to eliminate the primary and secondary zones for loading. Motion carried unanimously.

The RPC discussed adoption of the scaled loading plan stipulating that the first set of channels authorized are grand fathered, i.e., the user with five channels and 75 users per channel must get an additional 125 user to obtain the next channel. A final decision was tabled pending the opinion of Steve Devine in Missouri.

E. Other

1. The RPC discussed county population census data. Mr. Bradshaw compared the NPSC sort to 2000 census data and they agree. There 63 counties with population less than 100,000.

2. The RPC needs to address the issue of TV stations. Translators are secondary to Public Safety. When the plan is approved the RPC can assign channels North of Houghton Lake. Mr. Bradshaw to draft language for the TV sharing.

3. 4.9 GHz

Letter was submitted to FCC stating that the Region 21 700 MHz RPC will coordinate the 4.9 GHz assignments.

VII. New Business**A. Consensus Plan**

Mr. Nowakowski brought up the issue that the band plan may change depending on the consensus plan.

VIII. Next Meeting Date

Motion by Coates supported by Whately that next 700 MHz meeting be at the next APCO chapter meeting in March 25, 2004, after the Chapter presentation, with a subsequent meeting May 27, 2004 at the chapter meeting in Bay City. Motion carried unanimously.

IX. Adjournment

Motion by Eichenberg, supported by Uslan, to adjourn. Motion carried unanimously. Meeting adjourned by Mr. Bradshaw at 1:20 P.M.