For review by the SIEC Technical Committee
Draft 2008TCv1.0
September 9, 2008

Name of Team: Technical Committee
Rev: 9-9-08

Chartering Group	Sponsor	Team Leader	Facilitator (If different from leader)	Team Kick Off Date	Proposed Team Sunset Date
Technical Committee	*SIEC Chair and Exec. Committee*	*David Brooks*		*9~~7~~/9/2008*	*Not Established*

Mission Statement	Serve as the technical research and advisory resource for Oregon's State Interoperability Executive Council (SIEC). Assure that all government agencies in Oregon have the opportunity to participate in SIEC technical discussions and in formulating recommendations for the SIEC.
Goals & Objectives	1. Fulfill SIEC Technical Committee Obligations as identified in the SIEC Strategic Plan (Revised and Adopted – September 2005) – See Attachment #1 2. Research and provide information forums concerning technology advances. 3. Recommend technical standards to the SIEC for use in implementing interoperable voice/data radio communications systems in Oregon 4. Provide "peer review" support to the state's Oregon Wireless Interoperability Network (OWIN) Project and the County Interoperability Planning Project on behalf of the Oregon SIEC. 5. Provide technical support to the SIEC as it develops and implements the statewide Interoperable Communications Plan for Oregon as mandated in HB2101. 6. Develop and recommend functional (operational and technical) guidelines that shape city, county, and state communications interoperability • Interoperable channel setup • FCC Mandate for 2013 system upgrades 7. Develop and recommend statewide approach for frequency coordination. 8. Develop and recommend statewide approach for interoperability channel coordination, administration and maintenance. 9. Develop and recommend statewide policies concerning Interoperability Channel Designation for VHF, UHF, 700 Mhz, and 800 Mhz.~~, and 700 Mhz Data Network.~~ 10. Define barriers to voice and data radio communications interoperability and recommend solutions for removing these barriers 11. Research and evaluate both current and future voice and data technologies, in an effort to provide guidance to the SIEC as they recommend short-term, mid-term & long-term statewide radio communications solutions that address interoperability requirements. 12. Assist other SIEC committees to develop model cooperative agreements that assist in the goal of interoperable, voice and data radio communications in Oregon 13. Develop recommendations for the SIEC to adopt guidelines for use in securing grant and other funding that aids voice and data radio communications interoperability in Oregon 14. Recommend continuing guidelines to the SIEC that can be used in the comparative evaluation process where applications for funding of voice and data radio

	communications systems and equipment competition may exist. 15. Develop technical proposals for grants and other funding opportunities to accomplish voice and data radio communications interoperability goals where the SIEC is the applicant.
Customers	Public entities at federal, tribal, state, county and municipal level; other government entities
Success Indicators	• Progress on or completion of established committee goals • SIEC Adoption of o Technical standards o Recommendations for site access and security standards o Interoperability channels and the standards for monitoring and operating those channels • Requirements for access to and secure utilization of: o An Emergency Communications Virtual Private Network (VPN) o A Statewide VHF Project 25 (P- 25) System o A high-speed public safety data network • Committee recommendations show concurrence across a broad spectrum of Oregon political jurisdictions and agencies. • Region 35 Regional Planning Committee (RPC) views the technical committee as a valued partner • SIEC and the SWIIG recognizes the technology committee as a valuable component in the pursuit of achieving a statewide voice and/data radio interoperable communications system.
Feedback Plan	Regular reports to full SIEC; meet as necessary with SIEC committees and other customers to include as necessary the Legislative and Executive branches of State Government
Scope/Priority	Provide technical advice and make recommendations in line with stated committee mission, goals, and objectives to Oregon's SIEC
Timeline of tasks	• To Be Determined within Technical Committee Action Plan – Estimated Completion – January ~~2007~~2009
Procedures/ Meeting Frequency	The committee will meet monthly or at the call of the Chair. The committee will establish a listserve (and/or a web based collaborative workspace) to facilitate broad participation in committee research and recommendations.
Committee Composition **Decision Making Process / Voting**	The Committee shall be comprised of: "Members" which are described as representatives of a government agency that have regular attendance and participation in Committee business; "Non-Voting Members" which are described as representatives of industry that have regular attendance and participation in Committee business; "Interested Parties" which are described as any other individual periodically attending a

	Committee meeting. Note: Committee Composition will be updated on at least a quarterly basis and posted on the SIEC website. The Decision Making/Voting Process will be codified in the first Charter update (anticipated by January ~~2007~~2009).

Decision Ratifying Body	The Oregon State Interoperability Executive Council
Boundary Conditions to Decisions Made	Full communication with all committee members; meaningful input from other committees as necessary.
How Decisions Are Communicated	Decisions will be communicated via oral and written reports to Council; and emails or other methods of communication to stakeholders when necessary
Charter Review Schedule	This SIEC Technical Committee Charter will be reviewed on at least a semi-annual basis to ensure continued charter relevancy and to formally assess committee progress in achieving established goals and objectives.
Team Expectations Clause	Participate, listen, and collaborate on meeting the team's responsibilities. Be present at scheduled meetings, conference calls or other committee forums; relay input in a timely manner. Provide timely, candid feedback to committee chair on matters effecting individual or team performance. Provide timely review and feedback to committee chair

Attachment #1 - SIEC Strategic Plan (Revised and Adopted – September 2005)
Technical Committee Assignments

Goal	Objective	Supporting Action(s)
Strategic Goal #1– Leadership and Planning	Objective #6: Statewide Interoperable Communications Plan (ICP)	1.7.2: Ensure statewide ICP provides capacity and access for non-state public safety communicators.
		1.7.4: Coordinate for GIS expertise to be incorporated in the statewide ICP.
Strategic Goal #2 – Technology and Standards	Objective #1: Interoperable Channel Designation	2.1.1: Designate and communicate Oregon interoperability channels to facilitate planning and reduce future radio communication interference.
		2.1.2: Seek to resolve issues that arise around the use of designated interoperability channels.
		2.1.3: Establish standards for the monitoring and operation of interoperability channels in Oregon.
Strategic Goal #2 – Technology and Standards	Objective #3: Infrastructure Site Access and Security Standards	2.3.1: Establish recommendations for site access and security standards consistent with the recognized need that security of sites are of paramount importance.
		2.3.2: In the absence of a law on standards for encryption, the SIEC will lead in establishing necessary encryption required to operate a "system of systems" network.
Strategic Goal #2 – Technology and Standards	Objective #4: Network Architecture	2.4.1: State Basic Infrastructure – Promote, support and assist SWIIG in its responsibilities to plan, develop, engineer and deploy a statewide basic communications infrastructure.
		2.4.2: Emergency Communications Virtual Private Network (VPN) – Establish standards for access to and operation of the VPN for statewide public safety use and promote connectivity to this public safety communications portal.
Strategic Goal #2 – Technology and Standards	Objective #4: Network Architecture	2.4.3: Statewide VHF Project 25 (P- 25) System - Work with the SWIIG to establish a statewide P-25 compliant system for statewide public safety users.
		2.4.5: Federal Integrated Wireless Network (IWN) System – Support the establishment of a state/federal contract to operate the IWN system in Oregon.
		2.4.6: High Speed Data Network – Develop requirements for access and secure utilization of a high-speed public safety data network.

Goal	Objective	Supporting Action(s)
Strategic Goal #2 – Technology and Standards	Objective #5: Region 35 Planning Committee Coordination	2.5.1: Continue coordination with the Region 35 Regional Planning Committee (RPC) to ensure the efficient operation of Oregon public safety communications systems.
		2.5.2: Communicate emerging issues, appropriate for resolution of the Region 35 RPC, as necessary.
		2.5.3: Monitor and respond to decisions and actions of the Region 35 RPC.
Strategic Goal #3 – Collaborative Partnerships	Objective #1: Coordination Efforts Within and Among Public and Private Sectors	3.1.6: Advance low-cost means to support increased public safety interoperability by increasing the opportunities for communicators to share licensed radio channels.