FIRST RESPONDER NETWORK AUTHORITY
MINUTES OF THE MARCH 16, 2016
COMBINED BOARD AND COMMITTEE MEETINGS

The First Responder Network Authority ("FirstNet") Board held a combined Committee and Board meeting via teleconference and WebEx on March 16, 2016 at 1.00 p.m. Eastern Daylight Time (EDT). The meetings were made available to the public via teleconference and WebEx. A transcript of the meetings and the archived copy of the webcast can be found on the FirstNet web site at http://firstnet.gov/content/firstnet-board-meeting-march-16-2016.

BOARD AND COMMITTEE MEETING

Conflicts Statement: Before the roll call, the Board Secretary read the conflicts statement and asked for any recusals from the Board members. There were none.

Roll Call: The following Board/Committee members were present: Sue Swenson (Chair), Jeff Johnson (Vice Chair), Barry Boniface, Ed Horowitz, Chris Burbank, James Douglas, Kevin McGinnis, Annise Parker, Neil Cox. Teri Takai, Ron Davis, Suzanne Spaulding (joined at 1:10 p.m.) and Richard Stanek (joined at 1:20 p.m.). Dave Mader and Ed Reynolds were not able to attend the meeting. Following roll-call, Eli Veenendaal, Board Secretary, confirmed, based on members in attendance, that both the Board and all the committees represented a quorum. The Board and the each committee then voted in turn to approve the minutes from the December 2015 meetings. The Board and committees all approved the meeting minutes as presented except the Technology Committee. Barry Boniface, Technology Committee Chair, requested a minor modification to the Technology Committee minutes, which was subsequently completed by the Board Secretary.

Matters Discussed:

Strategic Roadmap

TJ Kennedy, President, provided an update on FirstNet's completion of milestones identified in the FirstNet strategic roadmap. Mr. Kennedy highlighted FirstNet's successes in timely completing key milestones that led to the release of the FirstNet request for proposal (RFP) in January 2016. Specifically, Mr. Kennedy mentioned the contributions of key stakeholders such as the Public Safety Advisory Committee (PSAC), consultation and outreach interactions with states and territories, and comments received in response to the public notices, all of which were instrumental in providing critical feedback that was incorporated in to the RFP. Mr. Kennedy then discussed and fielded questions from the Board on the next key milestones for FirstNet, which included continued coordination with our federal partners, the Federal Communications Commission (FCC) and the National Telecommunications and Information Administration (NTIA), on forthcoming public notices and rulemakings, enhanced consultation and outreach efforts with key state and territorial officials, and the evaluation of proposals received in response to the RFP. Mr. Kennedy further noted that all these actions are driving FirstNet

toward entering into an agreement with a network partner, presenting proposed deployment plans to each state and territory, and ultimately, deploying an interoperable network for public safety.

Financial Update

Kim Farington, Chief Financial Officer, provided a financial update and a review of the 2016 obligations and expense budgets for first quarter. First, Ms. Farington began by noting that obligations for first quarter were below previous projections primarily because of a delay in awarding contracts. Ms. Farington, however, noted that, as anticipated contract awards are executed in the next six to nine months, obligations would more closely align with previous projections. Mike Poth, Chief Executive Officer (CEO), added that FirstNet has taken efforts to improve acquisition and procurement efforts within FirstNet and other federal agencies administering contracts on behalf of FirstNet. Second, Ms. Farington focused on expenses, stating that actual expenses are 9% below actual budget. During the discussion, Mr. Poth mentioned that much of the relative accuracy of the budget forecast resulted from the additional financial rigor and internal controls that FirstNet has implemented over the previous months, including updating the baseline for the entire FirstNet FY16 budget. Third, Ms. Farington informed the Board that, for the FY2015 independent financial audit, FirstNet received an unmodified or clean audit opinion. More specifically, FirstNet's independent auditors determined that financial statements and accompanying notes where presented fairly in all material respects to the financial position of FirstNet and that FirstNet's financial statements are free from material misstatements. Fourth, Ms. Farington updated the Board on the status of FirstNet's internal control program, including the adoption of an internal control implementation plan and more robust internal control policies. Ms. Farington and Jason Karp, Chief Counsel, in response to questions from Sue Swenson, FirstNet Board Chair, noted that internal controls are audited by Office of Inspector General (OIG) and FirstNet's independent financial auditor. FirstNet independent auditor has determined FirstNet's internal controls are sound, and the OIG audit is still in process and tentatively expected to be complete in July 2016. Finally, Ms. Farington reviewed the five-year strategic plan summarizing the efforts made to meet the goals and objectives of the internal control implementation plan, including the development of key performance metrics and indicators critical to measuring the success of the plan in relation to FirstNet's mission.

PSAC Update

Harlin McEwen, PSAC Chair, provided an update on recent PSAC activities related to identity credential and access management (ICAM) and local control. He informed the Board that recommendations on these issues would be forthcoming. Mr. McEwen also stated that the PSAC received notification from the National Congress of American Indians that they have nominated a new representative to the PSAC to replace the current representative, and that person will eventually become the chair of the PSAC Tribal Working Group.

Consultation and Outreach Update

Amanda Hilliard, Director of Outreach, focused her comments on four main points, including (1) outreach events from the previous quarter; (2) the work of senior public safety advisors; (3) tribal outreach efforts; and (4) the upcoming State and Territory Single Point of Contact (SPOC) meeting. First, Ms. Hilliard began by pointing out that the FirstNet leadership and staff had been engaged in over 100 events during first quarter. Ms. Hilliard and other members of the consultation team noted that themes from these discussions focus on cost, coverage, and process for release and content of the state plans. Second, Ms. Hilliard recognized and described the responsibilities of the addition of three public safety senior advisors (Bill Hinkle, 9-1-1; Brent Williams, EMS; and Mike Worrell, Fire) and announced the job posting for a representative from Law Enforcement. Third, Ms. Hilliard reviewed the recent activities undertaken to continue to establish trust, foster dialogue, correct misinformation, and reassure elected tribal leaders of FirstNet's commitment to include tribes in FirstNet planning and deployment. Finally, Ms. Hilliard reminded the group of the upcoming SPOC Meeting that is scheduled for April 12-13, 2016 in McLean, Virginia.

Dave Buchanan, Director of Consultation, updated the Board on the progress of state and territory consultations. Mr. Buchanan explained the current consultation approach included key meetings with specific groups, individuals, and organizations that are going to be critical in assisting the Governor of each state or territory in making a decision related to the FirstNet State Plan for such state or territory and FirstNet operations moving forward. These activities include targeted communications with the key state, local and tribal government officials and governance bodies, federal agencies, SPOCs, and future FirstNet customers to better align the goals of FirstNet with the needs of these stakeholders. Teri Takai, FirstNet Board, took a few moments to emphasize the importance of engaging federal stakeholders. Ms. Takai specifically noted complex federal funding mechanism could have impact on federal participation and urgent need to inform federal agencies about the network so they can make participation with FirstNet a top priority. Suzanne Spaulding, FirstNet Board and Ron Davis, FirstNet Board, both concurred with Ms. Takai's opinion and reiterated the importance of working with federal agencies now to help ensure federal agency participation in the network. Following Board member comments, Mr. Buchanan closed by providing a brief staffing update, highlighting the addition of regional leads that have been brought on board over the last year.

Rich Reed, Director of State Plans, reviewed the status of the State Plan process and the current actions that have been taken to refine the State Plan template. Mr. Reed emphasized the goal of the State Plan is to provide the Governor of each State with sufficient information to make a sound decision related to the FirstNet proposed plan for deployment in each State. Further, Mr. Reed stated the importance of making sure the FCC and NTIA get the information they need to fulfill their statutory obligations. Moreover, Mr. Reed underscored the critical role FirstNet's partner will play post award in the development and timely release of these State Plans. Mr. Reed also discussed some of the outcomes and continued support of the State Plans team in analyzing information received as part of the data collection. Finally, Mr. Reed provided a high-

level overview of work that had been completed related to product management, including the development of a draft product management plan.

Technology Update

Jeff Bratcher, Chief Technology Officer, provided updates on standards, Early Builders, PSAC task teams, cyber security, and Band 14 market research. Mr. Bratcher, as part of his standards update, mentioned some of the key successes of the standards team, including getting public safety features declared as top priorities for 3GPP in the Release 12 and 13 standards and helping to create a new system architecture group, SA6, that's focused on mission-critical application architectures for the standards within 3GPP. Mr. Bratcher also mentioned the early marketing and discussions around the development of 5G standards, but noted that the standards are not close to completion. Mr. Bratcher, next, provided a recap on the status of the Early Builder projects and highlighted the live demonstrations that took place at the Rose Parade and Houston Rodeo. Mr. Bratcher also discussed some of the technical and operational lessons learned from each of these demonstrations as well as from other Early Builder activities over the previous quarter. Chair Swenson, and Barry Boniface, FirstNet Board, added comments and asked questions about the Early Builder projects, including whether any Early Builder demonstrations had tested priority and preemption capabilities at these events. Mr. Bratcher indicated that, to date, Early Builders had not tested these capabilities. Mr. Bratcher then transitioned the discussion to the PSAC tasks teams and discussed the work being done on ICAM and local control. Next, Mr. Bratcher remarked about the cyber security outreach efforts with DHS, the Idaho National Labs, and the PSCR that helped to inform the cybersecurity framework and objectives in the RFP. Finally, Mr. Bratcher mentioned the continued effort to conduct device-focused market research.

RFP Update

James Mitchell, Director of the Program Management Office, provided an update on the status of the RFP. Mr. Mitchell began by discussing the various inputs that went into the development of the RFP, including feedback from our important consultation and outreach efforts, responses to requests for information and public notices, and comments from industry days and pre-proposal conferences. Mr. Mitchell then summarized the types of questions received and FirstNet's efforts to respond to them. Moreover, Mr. Mitchell noted that FirstNet had received 402 questions from 26 submitters on various topics (e.g., capability statements, rural considerations, covered leasing agreements) and anticipated having responded to all questions by March 16, 2016. Kevin McGinnis, FirstNet Board, asked about the process of reviewing capability statements. Mr. Mitchell explained FirstNet's rationale for inviting capabilities statements, as well as the process for reviewing them. Mr. Mitchell then recapped the pre-proposal conference that was held and reminded Board members of the sensitive nature of discussing the RFP and reiterated to FirstNet staff the need to be courteous and listen to vendors, but not to share information related to the RFP. Chair Swenson and Ms. Takai then asked questions about resources for evaluating the RFP and the source selection process. Mr. Mitchell couldn't respond to these questions because they were source selection sensitive.

Legal Update

Jason Karp, Chief Counsel, began his remarks by discussing some of the specifics about the FirstNet Compliance Program, including the roles and responsibilities of FirstNet personnel and external agencies and the process FirstNet used for establishing compliance and ethics policies and standards. Mr. Karp, further, summarized some key organizational risks and how FirstNet is mitigating some of these risks through its compliance program. Mr. Karp also noted the challenges with completing certain required Departmental trainings and efforts to simplify the timeline and process for those trainings. Following the discussion on compliance, Mr. Karp presented the revised FirstNet Bylaws and highlighted the proposed changes in that document. Chair Swenson then asked the Board, having received the revised FirstNet Bylaws a week prior to the meeting, if they had any questions or if comments they had provided previously had been addressed in the revised document. Mr. Douglas and Ms. Spaulding both confirmed their previously provided comments had been addressed to their satisfaction. Ms. Swenson entered a motion for the Board to vote to adopt a resolution approving the revised FirstNet Bylaws. Richard Stanek, FirstNet Board, seconded the motion. The Board then vote unanimously to approve the resolution modifying the bylaws and the Board Secretary read the operative language of the resolution for the official record.

CEO Update

Mike Poth, CEO, provided general updates on key initiatives such as the RFP, environmental compliance, and the spectrum clearing grant program. He specifically noted that the programs are operating on schedule and the teams currently have sufficient resources to accomplish their respective tasks. Mr. Poth also stressed the importance of states and territories, and in particular Governors, engaging with FirstNet and taking advantage of consultation opportunities to better inform the decision that FirstNet's in enabling legislation provides to the Governor related to network deployment in that state or territory.

Votes Taken:

- The Board and each Committee voted to approve the minutes from the previous Board and Committee meetings held on December 8-9, 2015.

- The Board voted to approve Resolution 73 that ratified proposed modifications to the FirstNet Bylaws.

Meeting Adjourned:

The Board voted unanimously to adjourn the meeting.