Meeting Report:

October 2019
APIC, TIA TR-8, & Project 25 Meetings

October 8-10, 2019 – Charlotte, North Carolina

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EXECUTIVE SUMMARY

This report provides information gathered from the meetings of the following groups held in Charlotte, North Carolina, on October 8-10, 2019:

- Telecommunications Industry Association (TIA) Mobile and Personal Private Radio Standards Committee (TR-8) and ten of its subcommittees
- Association of Public Safety Communications Officials (APCO) Project 25 Interface Committee (APIC) and one of its task groups
- Project 25 (P25) User Needs Subcommittee (UNS)
- P25 Steering Committee (P25 SC)

Key events that occurred during this meeting cycle included:

- The P25 Steering Committee approved six proposed standards for publication as Project 25 Standards and included the P25 Suite of Approved Standards.
- The UNS received an update on the Statement of Project 25 User Needs (SPUN). Users and manufacturers will continue discussions to finalize a draft document.

The following individuals were elected to leadership positions:

Committee or Subcommittee	Individual/Position
TR 8.25	Mr. Jim Holthaus - Chair

The following meeting dates and locations were suggested for consideration for future TIA TR-8/Project 25 Meetings:

Date	Location
February 4-6, 2020	New Orleans, LA
June 9-11, 2020	Boise, Indianapolis, Memphis, or Nashville
October 6-8, 2020	Boise, Indianapolis, Memphis, or Nashville

INTRODUCTION

The October 2019 meeting of TIA TR-8, APIC, and Project 25 Committees, Subcommittees, and Task Groups demonstrated progress on the standards development and problem-solving functions of these bodies. There was significant discussion and planning between users and manufacturers to address the integration of LMR and LTE systems, the Statement of Project 25 User Needs document revision, development of unique identifiers for Tier 1 Location Services, and Multiple Key Management Facility (KMF) Affiliation.

Appendix A provides an overview of the TIA and Project 25 standards processes.

This meeting summary is an unofficial record of the meetings that took place in October 2019. The official meeting notes for the TIA meetings can be found at http://www.tiaonline.org/all-standards/committees/tr-8.

This link will access TIA TR-8 Mobile and Personal Private Radio Standards page. Below the TR-8 leadership and TIA contact information, there is a pull-down menu for "Learn More about Other Subcommittees, Working and Ad Hoc Groups". Visitors can select any of the TR-8 subcommittees (e.g., TR-8.18) or subcommittee working groups (e.g., TR-8.18.4). Once a subcommittee or subcommittee working group is selected, a new page opens that is specific to the selected subcommittee or working group. Visitors to the site can find several links, including current and past meeting reports.

Additional information can also be found at the following URLs:

- **TR-8 Committee**: http://www.tiaonline.org
- **APCO**: http://www.apcointl.org
- **Project 25:** https://www.dhs.gov/technology
- **P25 Technology Interest Group:** http://www.project25.org
- **P25 Compliance Assessment Program:** https://www.dhs.gov/science-and-technology/p25-cap

DAY ONE — TUESDAY, OCTOBER 8, 2019

1. TIA TR-8.21 LMR Intrinsic Safety Considerations

Mr. John Lambrou (Motorola Solutions), Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable intellectual property rights (IPR) were identified. The chair provided an update on old business:

- American National Standards Institute (ANSI)/TIA-4950-B *Requirements for Battery-Powered, Portable Land Mobile Radio Applications in Class I, II, and III, Division 1, Hazardous (Classified) Locations*: The chair advised all comments from comment matrix R-5 have been resolved. A motion was made and seconded to send the document to TIA for ballot; the subcommittee members approved the motion unanimously.

2. TIA TR-8.10 Trunking and Conventional Control

Mr. Lambrou, Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

The chair provided updates during old business:

- ANSI/TIA-102.AABA-C *Trunking Overview*: The chair advised the ballot process was closed and the document was approved. A motion was made and seconded to approve the document for publication with P25 on the cover page, pending Project 25 Steering Approval as a P25 Standard. The motion was approved unanimously by the subcommittee members.

- ANSI/TIA-102.AABB-C *Trunking Control Channel Formats*: The chair advised that he expects the content of this document to be impacted by the current Link Layer Encryption (LLE) efforts in the APIC Encryption Task Group (ETG). He advised the document revision will remain in in the subcommittee as a draft as the LLE activity continues.

- TSB-102-D Project 25 TIA-102 *Documentation Suite Overview:* The chair advised all comments from the comment matrix have been resolved. A motion was made and seconded to send the document to TIA for ballot; the subcommittee members approved the motion unanimously.

The chair provided an update on the Status Update Message document. He advised the 45-day comment period closed with one comment received. A motion was made and seconded to open a project to start comment resolution; the subcommittee members approved the motion unanimously.

3. TIA TR-8.19 Wireline Systems Interface

Mr. Drobka (Motorola Solutions), Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Drobka provided status updates on the following old business items:

- TIA-102.BACG *ISSI Messages and Procedures Group Regrouping*: The chair advised work is delayed progressing the Interworking Function (IWF) addendum. He reported there has been no progress since the last meeting.

- TIA-102.CACD-D Inter-RF Subsystem Interface Interoperability Test Procedures for Trunked Voice Operation Involving the ISSI: The chair advised the document was published by TIA in November 2018. He advised that he had created an "editorial board" comment matrix for this document to address new issues identified since publication. When adequate information is compiled an addendum or revision will be considered. He further advised that Motorola had submitted two issues, which were based on questions from Mr. Chris Wilson (APCO International-DHS P25 Compliance Assessment Program [CAP] Support). The chair advised that DHS CAP recently established a comment period for a draft CAB for an ISSI/CSSI Interoperability Test Case which references TIA-102.CACD-D. He advised he wants to see if the DHS CAP response identifies additional comments before further work is done on the current comment matrix.

- TIA-102.BACA-B-3 ISSI Messages and Procedures for Voice Services, Mobility Management, and RFSS Capability Polling Services – Addendum 3 – Interworking with an IWF. The chair advised in July ATIS WTSC/TIA TR-8 Joint Land Mobile Radio to Long-Term-Evolution (JLMRLTE) group completed phase 1 of its architectural study of interworking between P25 LMR and 3GPP mission critical services. TR-8.19.1 is considering an addendum to enhance TIA-102.BACA-B to enable interworking for the services defined in phase 1 of the study. Mr. Drobka stated the agreed approach is to create an addendum to the document, which adds a normative annex. A motion was made and seconded to request a project number and open a project to begin working on the addendum to TIA-102.BACA-B-3; the subcommittee members approved the motion unanimously.

4. TIA TR-8.12 Two-Slot TDMA

Mr. Eastwood (Motorola Solutions), Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Eastwood provided status updates on old business items:

- TIA-PN-102.BBAC-A *Phase 2 Two-Slot TDMA Media Access Control Layer Description*: Mr. Eastwood advised the document completed the ballot process with no substantial comments. A motion was made and seconded to accept the post ballot comments as part of draft proposal and the subcommittee members approved the motion unanimously. A motion was made and seconded to publish the document with P25 on the cover page pending Project 25 Steering Committee approval. The subcommittee members approved the motion unanimously.

- TIA-PN-102.BBAD-A *Two-Slot TDMA Control Channel MAC Layer Specification:* Mr. Eastwood advised the document completed the ballot process with no substantial comments. A motion was made and seconded to accept the post ballot comments as part of draft proposal and the subcommittee members approved the motion unanimously. A motion was made and seconded to publish the document with P25 on the cover page

pending Project 25 Steering Committee approval. The subcommittee members approved the motion unanimously.

- TIA-PN-102.BBAE *Two-Slot TDMA MAC Layer Procedures*: Mr. Eastwood advised all ballot was successful with no comments. A motion was made and seconded to publish the document with P25 on the cover page, pending Project 25 Steering Committee approval. The subcommittee members approved the motion unanimously.

- Mr. Eastwood provided a brief update of the restructuring activities of three documents addressing the Two-Slot TDMA Document Suite addressing the MAC Layer
  - Two-Slot TDMA MAC Layer Specification 2nd Edition
  - Two-Slot TDMA MAC Layer Messages 2nd Edition
  - Two-Slot TDMA MAC Layer Procedures 1st Edition

Mr. Eastwood advised the plan is to publish the three documents above at the same time.

5. TIA TR-8.5 Signaling and Data Transmission

Mr. Eastwood, Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Eastwood advised two documents listed below had successful ballots with no comments. A motion was made and seconded to publish the documents with P25 on the cover page, pending Project 25 Steering Committee approval. The subcommittee agreed unanimously on the motions for both documents:

- ANSI/TIA-PN-102.BAJB-A *Tier 1 Location Services Specification*
- ANSI/TIA-PN-102.BAEB-B *IP Data Bearer Service Specification*

Mr. Eastwood advised the two ANSI/TIA documents are due for the five-year ANSI review in 2020. He advised a comment period was established with a closing date of June 5, 2020 for both documents.

- ANSI/TIA-102.BAEA-C *Data Overview and Specification*

- ANSI/TIA-102.BAEE-C *Radio Management Protocols*

6. TIA TR-8.25 Compliance Assessment

Mr. Jim Holthaus (BK Technologies), Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

The chair provided an update on the following old business items:

- TIA CABC-C, Section 2.2.14.4.1 Test Case 1 - Mr. Lambrou advised that work continues to take place between Motorola and L3Harris to develop the simplified use tests. A motion was made and seconded to open a project to create an addendum to the document that included the simplified test cases and the subcommittee agreed unanimously on the motion.

Mr. Holthaus also provided an update on the CAI Additional Test Cases document. He requested Mr. Downes to provide some background concerning the P25 Steering Committee activity. He advised the Steering Committee distributed the document several times for feedback and received no response. Mr. Holthaus advised there is currently no author, and no further test cases will be added until an author is identified.

Mr. Holthaus was re-elected by acclamation as the subcommittee chair.

7. TIA TR-8.8 Broadband Data Systems

Mr. Andy Davis (Motorola Solutions), Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Davis provided a liaison report on the activity of the 3rd Generation Partnership Project (3GPP), which is available upon request.

Mr. Davis led a discussion concerning the publication of the ATIS Joint LMR-LTE Working Group (JLMRLTE) document WTSC-JLMRLTE-2019-00001R001 "Study of Interworking between P25 LMR and 3GPP (MCPTT) Mission Critical Services". He advised that ATIS's legal department believes documents produced in a joint committee need joint approval. The Subcommittee discussed several items for Mr. Davis to submit to ATIS for clarification before it could approve joint publication. Mr. Davis agreed to provide the ATIS response for the subcommittee to consider before accepting joint publication.

DAY TWO — WEDNESDAY, OCTOBER 9, 2019

8. TIA TR-8.3 Encryption

Mr. Harry Reves (Harris), Subcommittee Vice-Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Reves provided an update on the following old business items:

- Disposition of ANSI/TIA-102.AAAB-B Security Services Overview- The document was published in June 2019.

- Disposition of ANSI/TIA-102.AACA-A "OTAR Messages and Procedures- Mr. Reves stated the comment period closed in September. One comment from L3 Harris was received, a conference call will be scheduled to discuss and resolve.

- Disposition of Single-Key/Multi-key Addendum to ANSI/TIA-102.AACA-A- Mr. Reves advised the comment period closed with no new input. A motion was made and seconded to send the document to TIA for ballot. The motion was approved unanimously by the subcommittee members.

9. APIC Encryption Task Group (ETG)

Mr. Reves, Task Group Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Reves advised task group participants that six conference calls took place since the June meeting in Des Moines. All comment resolutions to ETG 18-077-R3 *LLE Key Distribution Messages and Procedures Reconciliation* revisions were completed and accepted. A seventh teleconference was scheduled to address the revised draft of the LLE Message and Procedures Document but needs to be rescheduled.

Mr. Hengeveld provided an update on the LLE Document Suite. He stated there are a lot of documents that need to be updated, but due to limited resources cannot all be addressed simultaneously. He introduced a summary of the work required and requested the P25 Steering Committee provide input on prioritizing the user needs and what should be addressed first from the user perspective.

Mr. Reves provided an update on the KMF to KFD Interface document. He stated Mr. Wilson finished drafting an updated revision of the document in June incorporating all comment resolutions. The revised draft was sent out for a final review in June with comments due by October 7th. After final review and approval, it will be forwarded to TR8.3, via APIC and the steering committee as document ETG 19-022 KFD Interface Specification (Rev3) AACD-A-1 for standards consideration.

10. TIA TR-8.1 Equipment Measurement Procedures

Mr. Davis, Acting Subcommittee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

Mr. Davis provided an update on the following documents:

- ANSI/TIA-102.CAAA-E Digital C4FM/CQPSK *Transceiver Measurement Methods*: The document went to ballot and received two technical comments. Comment resolution is currently underway and will be submitted to TR 8.1 for action when complete.

- ANSI/TIA-102.CAAB-D *Land Mobile Radio Transceiver Performance Recommendations, Digital Radio Technology C4FM/CQPSK Modulation:* Work is still in progress and two technical comments are pending consideration before a recommendation to move to ballot will be considered.

- ANSI/TIA-102.CCAA-B *Two-Slot Time Division Multiple Access Transceiver Measurement Methods*: Mr. Davis advised work is still in progress no new information to report.

- ANSI/TIA-102.CCAB-A *Two-Slot Time Division Multiple Access Transceiver Performance Recommendations*: Work still in progress and nothing new to report.

- ANSI/TIA-603-E *Land Mobile FM or PM Communications Equipment Measurement and Performance Standards*: Mr. Davis advised work is still in progress and there was nothing new to report.

Mr. Davis advised that both leadership positions were currently vacant and opened the floor for nominations for Chair and Vice Chair of the subcommittee. No nominations were introduced, and he advised the positions will remain open until the next quorum meeting in February.

11. TIA TR-8.18 Wireless Systems

Mr. Eastwood, Subcommittee Chair, called the meeting to order and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

The following old business was addressed:

- Disposition of TIA-PN-88.2-E Wireless Communications Systems Performance in Noise and Interference-Limited Situations Part 2: Propagation and Noise- It was moved and seconded to request a project number to create Revision F of the document and the subcommittee members approved the motion unanimously. Mr. Eastwood suggested the subcommittee have a 15-day quorum vote after the draft revision is completed.

- Disposition of TIA-PN-88.3-E Wireless Communications Systems Performance in Noise and Interference-Limited Situations Part 3: Recommended Methods for Technology-Independent Narrowband Performance Verification- the chair advised work has begun on the proposal submitted by L3 Harris. The group is currently waiting for further comments and will adjust work accordingly if any changes need to be made.

12. TIA TR-8 Mobile and Personal Private Radio

Mr. Davis, Committee Chair, convened the meeting and confirmed a quorum. The group approved the notes from the previous meeting and the agenda for the current meeting. No applicable IPR was identified.

The chair reviewed the status of the Draft Telecommunications Systems Bulletin (TSB) Programming and Management (PAM) Tool Schema. Mr. Davis advised there was no new information to be addressed at this time.

The respective Subcommittee Chairs of TR-8.1, TR-8.3, TR-8.5, TR-8.8, TR-8.10, TR-8.12, TR-8.18, TR-8.19, TR-8.21, and TR-8.25 provided reports on their respective subcommittee activities. Report information is reflected in the respective subcommittee meeting summaries in this document.

The TR8 Chair advised that six documents submitted by the subcommittee chairs will be forwarded to the P25 Steering Committee for consideration to be published as Project 25 Standards.

The following locations and dates were suggested for TIA TR-8 meetings in 2020:

- February 4-6, 2020- New Orleans, LA
- June 9-11, 2020- (Boise, Indianapolis, Memphis, or Nashville)
- October 6-8, 2020- (Boise, Indianapolis, Memphis, or Nashville)

13. APCO Project 25 Interface Committee (APIC)

Mr. Brandon Diemer (Bureau of Land Management [BLM]), Committee Chair, called the meeting to order. A quorum was confirmed with a roll call and the chair advised the official attendance record is established by the TIA electronic sign-in. The group approved the notes from the previous meeting and the agenda for the current meeting.

The APIC Encryption Task Group Chair, provided a verbal report of the activities in the meetings that occurred earlier in the day.

The CAPPTG Chair advised they did not meet this meeting cycle but asked to approve the previous meeting summary from Des Moines meeting in June. It was moved and seconded to approve the document; the task group members approved the motion unanimously.

Mr. Steve Nichols (Project 25 Interest Group [PTIG]) introduced a report of current PTIG activities. The report is available upon request.

14. P25 User Open Disucssion

a.   Statement of Project 25 User Needs (SPUN)

A representative from the Project 25 Steering Committee Support Team introduced the current version of the Statement of Project 25 User Needs (SPUN) that incorporates feedback from previous working sessions including an updated user needs table and new graphics. He reminded the group that the SPUN was initially developed through the P25 Steering Committee and the P25 standards-making process and is meant to introduce readers to the P25 standards and highlight standards-related user needs from public safety community. The document was developed to replace the Statement of Requirements (SOR), which contained highly detailed and technical user requirements that guided the development of the P25 standards.

He discussed the SPUN layout and the two sections of the document. The first section provides information on the P25 Standards to public safety users, both old and new. It provides a background on P25, introduces the P25 interfaces that are at the heart of the standards, and explains what elements are (or not) covered by the standards. The second section of the SPUN includes tables that lists features, functions, services and capabilities associated with various interfaces and how they may relate to consoles, P25 infrastructure, and subscriber units. This section is meant to provide users with a template to share and capture user needs related to the P25 standards and standards-based interoperability. The write-ups and user needs lists in the SPUN are organized around P25 features, infrastructure, consoles, and subscriber equipment as not everyone is well-versed in all those areas.

The group was asked to focus on the user needs tables in the second section of the SPUN. During the working session, participants identified the following as key points:

- Potential to expand the Encryption Key Update (Key Fill Services)
- Add reference points to the Statement of Requirements or the Capabilities Guide
- Change the title in the user needs tables from user need to capability
- Add system configurations to the user education section
- Provide a comment matrix to collect additional feedback

Overall, participants thought the SPUN was useful and provided the right level of detail to provide users with an overview of P25 systems, infrastructure, and common terminology. Participants thought further discussions are needed on the overlap of P25 interfaces in the user needs tables, including encryption key management and emergency call.

The next steps for the SPUN development were reviewed, which included. working with subject matter experts to expand the user needs tables and hold smaller working sessions to refine the document. The team will leverage a broad user community to validate the user needs tables, including the SAFECOM/NCSWIC Technology Policy Committee and the Federal Partnership for Interoperable Communications.

DAY THREE — THURSDAY, OCTOBER 10, 2019

15. Project 25 User Needs Subcommittee

The UNS Chair called the meeting to order and meeting participants were introduced.

The chair requested comments or edits to the agenda and previous meeting summary. No comments or edits to the documents were provided and the documents were accepted for the record.

The chair introduced Mr. Greg Hauser (North Carolina Statewide Interoperability Coordinator) who provided a briefing on North Carolina's application of Project 25 Standards and their Project 25 statewide system, Voice Interoperability Plan for Emergency Responders, or VIPER. The presentation is available upon request. Key points included:

- VIPER is North Carolina's P25 Radio Network and is managed and maintained by the North Carolina Highway Patrol
- There are multiple P25 regional networks within North Carolina, including Durham/Fayetteville, which share a system but aren't located geographically near each other
- The P25 system ensured a common platform during disaster responses. During the Hurricane Florence response, 32 shared event talk groups were utilized on the system. North Carolina has also partnered with the Coast Guard and used VIPER during disasters
- Due to the common ID schemes throughout, there is a strong system administrator trust level throughout North Carolina and neighboring states
- A gap in the VIPER system is funding. Areas with the greatest need for the Project 25 statewide system cannot afford the system and will buy out-of-life-radios. Mr. Hauser stated VIPER is cost effective, but they face challenges communicating the value to rural communities to understand long-term maintenance cost is covered by the North Carolina Highway Patrol
- Mr. Hauser emphasized the importance of user education, especially in the counties that are looking to purchase P25 equipment or need to invest in P25 systems. Most users don't understand the benefits of new features and technology

There was a discussion on the ongoing work to develop the Statement of Project 25 User Needs (SPUN) document. The team lead provided a brief summary of feedback received during the Open User Session. Key take-aways from the Open User Session was the concerns over common terminology and how detailed to make the document. He discussed the next steps to create a comment matrix to distribute to a broader user group, including SAFECOM/NCSWIC and FPIC.

Mr. Brandon Diemer (Bureau of Land Management) provided an update on the GPS Location Services Working Group. He proposed moving the GPS Location Services Working Group under the UNS to leverage the broader user community to develop solutions to the National Resources Management Act. Mr. Diemer worked with people within Wildland Fire to discuss initial solutions but wants to expand the group further than the fire domain. Mr. Diemer reminded the UNS of the previous discussion to create a unique user ID without the cumbersome management on the scene to update each radio. Mr. Diemer proposed a kick-off conference call in November.

The P25 Steering Committee Chair asked the user community if they had any examples of sharing networks/systems/infrastructure within their organization. The representative from the State of Connecticut discussed the shared network within Connecticut and the benefits that it

brought to various cities to save money and improve interoperability. When cities were at the end-of-life for their network, they could join others without the large investment in a new system. He also discussed the implementation of ISSI/CSSI within Connecticut and emphasized that it works but is challenging to implement correctly.

The representative from North Carolina discussed his state's relationship with public broadcasting on their statewide system. The public broadcasting companies can share their towers with the statewide system, and in return get better coverage. Mr. Hauser mentioned this partnership helped them during disaster responses since the public broadcasting companies could provide fuel to the public responders quickly.

The representative from the State of South Carolina discussed the benefits of the shared systems within South Carolina. Through the state system, localities can share resources and capabilities to minimize costs. Additionally, the local jurisdictions saw the increased performance of their system once they joined the state-wide system, especially during disasters responses.

16. Project 25 Steering Committee

The Steering Committee Chair called the meeting to order confirmed a quorum by roll call with 11 of 11 quorum members present.

The overall TIA TR-8 – Project 25 meeting summary from the June meeting in Des Moines was introduced by the chair. The chair asked the Committee to review the participants list to ensure attendees' organizations were accurately listed. Steering Committee members discussed the benefits of including both the organization members represented within the Steering Committee and their home organizations on the list, so readers would know who to contact with questions. The Steering Committee members approved the meeting summary with the recommended changes to the participant list. The chair advised he would forward the final version to the Steering Committee members for distribution within their organizations as appropriate and to the Project 25 Technology Interest Group (PTIG) Executive Director for publication on the PTIG website.

The chair introduced the representative from the National Sheriffs Association as the new representative to the Project 25 Steering Committee. He also noted the Steering Committee approved two new Associate members during the September quorum teleconference, representing the State of Connecticut and the Texas Department of Public Safety.

The chair recommended the Steering Committee consider the representative from North Carolina Emergency Management as an Associate Member given his involvement with the National Council of Statewide Interoperability Coordinators and the Project 25 Steering Committee. The Steering Committee unanimously approved the request to extend a letter of invitation to join the steering committee as an Associate Member with full voting privileges.

The chair introduced and addressed the structure and governance of the proposed SAFECOM-NCSWIC User Needs Working Group (UNWG). He advised that the co-chairs from SAFECOM and NCSWIC will chair the working group and membership will include SAFECOM, NCSWIC, and users from public safety agencies, including User Needs Subcommittee and Steering Committee members. The kick-off meeting for the UNWG is on November 4th in Miami, Florida during the Joint SAFECOM-NCSWIC In-Person Meetings.

Under the SAFECOM-NCSWIC structure, invitational travel will be provided to active members. Activities previously in the UNS will move to the UNWG, such as the Global Positioning System (GPS) Focus Group. The P25 Steering Committee will likely coordinate with the UNWG to consider new user need requirements. The P25 Steering Committee Vice-chair advised the group on a possible bylaws revision required to codify the new group and formal coordination with the Steering Committee. After discussion, the Steering Committee agreed to revisit the bylaws change after the UNWG was established and active.

The Steering Committee members approved a motion to officially recognize and support the new SAFECOM - NCSWIC UNWG and move forward with the coordination process.

An update on the P25 User Education and Outreach activity. The members were advised that the videographer is conducting interviews for the three initial videos, Project 25 101, Project 25 Sustainment, and Project 25 Funding during these meetings and will conduct interviews in Miami, Florida during with the SAFECOM-NCSWIC meetings. Members were advised that other individuals within public safety interested in participating in the educational video effort should contact the team at Project25SC@hq.dhs.gov.

The updated Project 25 101 slide deck for use in a future webinar, which would be recorded and published online, is available for review and the chair requested comments to be provided to Project25SC@hq.dhs.gov.

The Project 25 Technology Interest Group (PTIG) Executive Director provided a report on recent PTIG activities, including the PTIG Annual Meeting and the PTIG panel at APCO titled "Project 25 for the Future: What's New Today and What's Coming Next." He mentioned PTIG is collecting user feedback through a survey identifying requirements and priorities from the user community and will provide results to the Project 25 Steering Committee to develop educational materials for users, establish new or update existing P25 Standards, or request manufacturer or user implementation changes. He provided information for the link. He reminded the participants that PTIG is actively seeking new members and recommendations could be sent to director@project25.org.

The APIC Chair provided a verbal report advising that the APIC Encryption Task Group met the previous day and the Compliance Assessment Process and Procedures Task Group did not meet during this meeting cycle but introduced the previous meeting summary for review and acceptance. He also provided an update on the GPS Focus Group and advised that the group will hold a conference call on November 14th.

The TR-8 Chair provided a report on the TR-8 committee and subcommittee meetings that were held during the week. He asked the Steering Committee to review the TR-8 documents (TR-8 Docs_for_Approval Oct 2019) which reflected the six documents submitted to the Steering Committee for approval.

The proposed standards documents introduced were:

- 19-012-R1_TR-8.5 Tier 1 Location Services Specification Revision B-v2.pdf
  To be published as: TIA-102.BAJB-B Tier 1 Location Services Specification Revision B
- 19-013_TR-8.5 IP Data Bearer Service Specification Revision C-v1.pdf
  To be published as: TIA-102.BAEB-C IP Data Bearer Service Specification Revision C

- 19-05-005-R1 TIA-102.AABA-C post-ballot.pdf
  To be published as ANSI/TIA-PN-102.AABA-C "Trunking Overview"
- 18-014-R7_TR-8.12 Two-Slot TDMA MAC Layer Specification Revision A-v8.pdf
  To be published as TIA-102.BBAC-A Two-Slot TDMA MAC Layer Specification Revision A
- 18-017-R9_TR-8.12 Two-Slot TDMA MAC Layer Messages Revision A-v10.pdf
  To be published as: TIA-102.BBAD-A Two-Slot TDMA MAC Layer Messages Revision A
- 19-002-R4_TR-8.12 Two-Slot TDMA MAC Layer Procedures O-v5.pdf
  To be published as: TIA-102.BBAE Two-Slot TDMA MAC Layer Procedures

The Steering Committee Chair reminded the steering committee members five of the six documents were revisions to existing standards which had been previously approved as Project 25 Standards and the sixth document was a compilation of information contained in two previously published documents.

The Steering Committee members unanimously approved a motion to approve the six TR-8 documents as Project 25 Standards and included in the suite of Approved Project 25 Standards.

The Steering Committee Chair provided an update on the SAFECOM Project 25 CAP Task Force, which is a new group established under the SAFECOM structure. The Project 25 CAP Task Force met in Baltimore, Maryland on August 13th and will host their next meeting on November 4th in Miami, Florida.

He advised that a SAFECOM representative is the chair of the task force which is comprised of SAFECOM and NCSWIC members and users employed by government public safety agencies.

An update was provided FPIC ISSI/CSSI Focus Group activities. The group met in Conroe, Texas September 10-11th to review current products and activities. The group. comprised of user and manufacturer representatives, engaged in an open dialogue concerning on-going implementation challenges and potential resolutions with the manufacturers. The group was advised the ISSI/CSSI Best Practices Volume II document is currently under internal review and the final draft will be sent to SAFECOM/NCSWIC Tech Policy Committee for review and approval as soon as possible.

The group was provided an update on the Features and Functions survey distributed by Texas Department of Public Safety on behalf of the NCSWIC. To date, the team collected 109 total responses from users and provided an initial analysis of the results. The ISSI/CSSI Focus Group will continue to analyze specific features and functions in follow-up sessions and use case summaries to help inform P25 users.

The Steering Committee Chair provided an update on the Project 25 Technology Interest Group (PTIG)/ Project 25 Steering Committee Requirements and Priorities Survey to develop a prioritized list of user challenges that needs to be addressed via the P25 standards, user education, or manufacturer implementation. Currently there have been 64 responses to the survey, which was sent to numerous public safety groups, including SAFECOM/NCSWIC and International Association of Chiefs of Police (IACP).

The chair advised the committee that he was asked to represent the Project Steering Committee during the upcoming Comms Connect Conference in Melbourne, Australia in November during

Thanksgiving week. He was asked to provide an update on Project 25 standards and the education and outreach activities. Due to the federal approval process, he will be unable to attend but would like to expand the relationship with P25 international partners including Australia and New Zealand. He suggested the steering committee members provide any thoughts on this topic and recommended further consideration and discussion before the next meeting in February.

A representative of the International Association of Chiefs of Police reminded the Steering Committee of the invitation for IACP to participate in the Steering Committee. He requested the letter be updated with the new IACP leadership. The chair advised he would coordinate this action with the vice-chair and send an updated invitation.

17. Meeting Participants

Steering Committee Members

Name	Representing
Christie Bielby	User Needs Subcommittee (UNS)
Joshua Black	U.S. Department of Homeland Security (DHS)
Maribel Martinez-Bradwell	APCO International
George Crouch	National Association of State Technology Directors (NASTD)
Brandon Diemer	U.S. Department of the Interior (DOI)
Jim Downes	U.S. Department of Homeland Security (DHS)
Sonia Kendall	U.S. Coast Guard
Tom Lampe	NASTD
John Lemmon	APCO International
Chris Maiers	National Council of Statewide Interoperability Coordinators (NCSWIC)
Alan Massie	U.S. Department of Justice (DOJ)
Brad Stoddard	NASTD
Justin Smith	National Sheriffs Association
Scott Wright	Associate Member

Non-Member Organization Participants

Organization
Catalyst Communication Technology
International Association of Chiefs of Police (IACP)
Motorola Solutions
North Carolina Statewide Interoperability Coordinator
L3Harris Corporation
BK Technologies

FirstNet – Standards
EF Johnson
Motorola Solutions
U.S. Coast Guard
APCO International (P25 CAP Support)
SAFECOM
Project 25 Technology Interest Group (PTIG)
L3Harris Corporation
Zetron
JVC Kenwood
EF Johnson