

U.S. Department of Commerce Performance Progress Report				2. Award or Grant Number:	53-10-S13053-0
1. Recipient Name		State of Washington		4. EIN:	91-6001095
3. Street Address		Building 20, Aviation Drive		6. Report Date (MM/DD/YYYY)	4/30/2017
5. City, State, Zip Code		Camp Murray, Washington 98430		7. Reporting Period End Date: (MM/DD/YYYY)	3/31/2017
				8. Final Report	9. Report Frequency
				Yes <input type="checkbox"/>	Quarterly <input type="checkbox"/>
				No <input checked="" type="checkbox"/>	
10a. Project/Grant Period					
Start Date: (MM/DD/YYYY)	09/01/2013	10b. End Date: (MM/DD/YYYY)	02/28/2018		
11. List the individual projects in your approved Project Plan					
	Project Type (Capacity Building, SCIP Update,	Project Deliverable Quantity (Number & Indicator Description)	Description of Milestone Category		
1	Stakeholders Engaged	2,321	Actual number of individuals reached via stakeholder meetings during the quarter		
2	Individuals Sent to Broadband Conferences	2	Actual number of individuals who were sent to third-party broadband conferences using SLIGP grant funds during the quarter		
3	Staff Hired (Full-Time Equivalent)(FTE)	0	Actual number of state personnel FTEs who began supporting SLIGP activities during the quarter (may be a decimal)		
4	Contracts Executed	0	Actual number of contracts executed during the quarter		
5	Governance Meetings	3	Actual number of governance, subcommittee, or working group meetings held during the quarter		
6	Education and Outreach Materials Distributed	503,000	Actual volume of materials distributed (inclusive of paper and electronic materials) plus hits to any website or social media account supported by SLIGP during the quarter		
7	Subrecipient Agreements Executed	0	Actual number of agreements executed during the quarter		
8	Phase 2 - Coverage	Stage 6: Submitted Iterative Data to FirstNet	For each Phase 2 milestone category, please provide the status of the activity during the quarter: <ul style="list-style-type: none"> <li>• Stage 1 - Process Development</li> <li>• Stage 2 - Data Collection in Progress</li> <li>• Stage 3 - Collection Complete; Analyzing/Aggregating Data</li> <li>• Stage 4 - Data Submitted to FirstNet</li> <li>• Stage 5 - Continued/Iterative Data Collection</li> <li>• Stage 6 - Submitted Iterative Data to FirstNet</li> </ul>		
9	Phase 2 – Users and Their Operational Areas	Stage 5: Continued iterative data collection			
10	Phase 2 – Capacity Planning	Stage 6: Submitted Iterative Data to FirstNet			
11	Phase 2 – Current Providers/Procurement	Stage 6: Submitted Iterative Data to FirstNet			
12	Phase 2 – State Plan Decision	Stage 5 : Continued iterative data collection			

**11a. Describe your progress meeting each major activity/milestone approved in the Baseline Report for this project; any challenges or obstacles encountered and mitigation strategies you have employed; planned major activities for the next quarter; and any additional project milestones or information.**

**Accomplishments:**

- Participated in the Affiliated Tribes of Northwest Indians 2017 Winter Conference in February. Presented during the Energy and Telecom Committee meeting. The focus of both presentations was to prepare tribes for the state plan review process.
  - Provided a status update at the February meeting of the State Interoperability Executive Committee (SIEC). The status included current and future outreach and update of the FirstNet timeline in light of the protest to FirstNet's RFP.
  - Convened a meeting of the Operational Committee, a group of operational commanders statewide. The purpose of the meeting was to develop strategies for engaging statewide operation commanders in the state plan review.
  - Drafted bill language, which resulted in Senate Bill 5573, which increases membership of the State Interoperability Executive Committee (SIEC). The bill also recognizes the evolution of wireless broadband and aligns the membership with the broadband initiative. The bill passed both the house and senate and was signed by the Governor on April 20, 2017.
  - Preproduction on Volunteer Responder video - Began discovery for a co-production with the Washington Department of Health (which oversees EMS volunteer certification & training) on the status of volunteer emergency medical services in Washington as it related to their ability to access necessary communications.
  - Sponsored and staffed a booth at the West Region EMS Conference in Ocean Shores. This is a training conference attended by nearly 500 career and volunteer EMS personnel. The focus of the booth was to educate responders about FirstNet and to engage them in the state plan review process.
  - Updated Tribal Telecom members on the status of FirstNet at their monthly meetings. This group will be critical to ensuring tribal participation in the state plan review and in communicating with tribal leaders for the Governor's Decision.
  - Outreach meeting with Grant County Sheriff about their countywide interoperable dashboard, which will access wireless broadband.
  - Presented at 3 sessions and moderated 3 sessions at the 2017 International Wireless Communications Expo (IWCE) Conference. The sessions were part of the FirstNet Track and included presentations of the state of the State in preparing for FirstNet and The Path to the Governor's Opting in/out decision.
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- Premier of "Shots Fired" documentary: The release of the 24-minute documentary, "Shots Fired", was preceded by the creation of a webpage to host the film, included resource materials, and provided the opportunity to schedule special screenings and town halls. Seattle area news stations broadcast interviews and film clips, as well as, provided links to the film on their websites. Articles about the film and FirstNet were published in numerous Washington newspapers both in print and online. APCO and the Washington Criminal Justice Training Center will use the film for training. The state board of community and technical colleges are also considering creating a training program around the film. The number of people reached is 503,000.
  - Participated in the NW Rural Health Conference in February in Seattle. Presented with FirstNet's Kevin McGinnis at this event. The focus of the presentation was responder communications.
  - Operational Communications Strategic Planning - began work with the Washington Military Department and Emergency Management Division to incorporate FirstNet into the strategic communications planning for the State. The work will ensure interoperability during planned exercises, major events, and disasters.

**Updates On Previous Q14 Planned Activities:**

- Working with Oregon and Idaho to create an "expectations of FirstNet's state plan" representing regional thinking about what should be included in the State Plan: On hold due to staffing changes in the Idaho SLIGP program
- Conduct five governance meetings: Staff intended to update stakeholders on a possible award delay. With award of the contract there was no additional need pending receipt of the state plan (anticipated in June 2017)
- Begin marketing for debut of Shots Fired Video on PBS/KCTS on February 22: "Shots Fired" was premiered in February and has won national acclaim. It is being adopted by several organizations including APCO for training.
- Start production on applicability of FirstNet in a Wildfire response scenario video documentary: This video has been tabled and work on an Communication Interoperability for Volunteer Fire/EMS is in pre-production.
- Conduct FirstNet Applications workshop tentatively planned for December 2016: This workshop attracted approximately 100 attendees. Washington OneNet presented on interoperability in the Applications environment
- Offer FirstNet Devices workshop planned for early 2017: This event is planned for May 23 at Clover Park Technical College in Tacoma/Lakewood.
- Co-host the ESF-2 Cascadia Rising Communication review and tabletop: This event was co-hosted by Washington OneNet and has now evolved into the ongoing statewide Washington Emergency Communication Coordination Working Group.

**Planned Major Activities for Next Quarter (Q16):**

- Work with Oregon and Idaho to create an "expectations of FirstNet's state plan" representing regional thinking about what should be included in the Draft State Plan from FirstNet.
- Execute two new contracts for subject matter experts to assist with review of the State Plan and outreach to stakeholder group.
- Create a state plan website and marketing campaign to engage stakeholders in the state plan review process.
- Focus for Q16 will be on the development and testing of our state plan review process and identifying elements critical to the Governor's decision-making.
- Continue production of volunteer film to highlight responder communications today and the opportunity for improvement using wireless broadband.
- Washington Emergency Communications Coordination Working Group (WECCWG) Event in Spokane Valley, WA. This conference will provide WON an opportunity to engage private/industry/commercial and public sector public safety communications representatives, the WON stakeholder community, and responders in the features, applicability, design and integration of the FirstNet network, as well as to identify barriers to its adoption.
- Tribal Interoperability Conference in St. Cloud, MN. The purpose of this conference is to engage with tribal members and other state points of contacts, as well as, consulting with staff from other states.
- Washington Public Safety Communications Conference (APCO/NENA) in Kennewick, WA. We will be attending this conference as a vendor.
- Washington State Fire Fighters' Association 2017 Annual Fire School and Conference (WSFAA) in Wenatchee, WA. We will be attending this conference as vendors for outreach and education to the Washington State Fire Fighters' Association.
- Public Safety Broadband Stakeholder Meeting (PSCR) in San Antonio, TX. The annual Stakeholder Meeting enables PSCR to receive direct input, guidance, and feedback from the diverse stakeholder community. This meeting brings together representatives from public safety, Federal agencies, industry, and academia for us to engage and educate with.
- Washington State Fire Chiefs Expo in Spokane, WA.
- Affiliated Tribes of Northwest Indians (ATNI) Spring Conference in Portland, OR. The purpose of this trip is to engage with tribal members.

**11b. If the project team anticipates requesting any changes to the approved Baseline Report in the next quarter, describe those below. Note that any substantive changes to the Baseline Report must be approved by the Department of Commerce before implementation.**

No changes are anticipated.

**11c. Provide any other information that would be useful to NTIA as it assesses this project's progress.**

With our professional staff limited to 1.5 FTE and loss of several subcontractors due to contract ceiling and difficulty with procuring new contracts under state procurement rules, this inhibits our ability to engage stakeholders in the state plan review. We are working with agency legal services to address procurement rules and identify a contract vehicle for new contracts.

**11d. Describe any success stories or best practices you have identified. Please be as specific as possible.**

- OneNet videos continue to define the applications and uses for a national public safety broadband network.
- Social media followers continue to grow. Use of other media formats allows staff to interact with stakeholders more frequently and reduces travel costs.
- Regional Outreach/Coordination : The development of our regional outreach planning approach allows Washington, Oregon, and Idaho the opportunity to stretch grant dollars and to maximize the individual talents of each state program, thereby ensuring that stakeholder education continues and that each state's remaining grant money is maximized.

## 12. Personnel

**12a. If the project is not fully staffed, describe how any lack of staffing may impact the project's time line and when the project will be fully staffed.**

The office is fully staffed. No changes are anticipated prior to February 2018.

**12b. Staffing Table - Please include all staff that have contributed time to the project. Please do not remove individuals from this table.**

Job Title	FTE%	Project (s) Assigned	Change
Senior Program Manager	100	Provides oversight and management of all SLIGP project activities. Keynotes at events.	No Change
Program Manager	50	Convenes meeting of advisor work groups and technical workgroups. Speaks at stakeholder meetings. Writes reports.	No Change
Program Manager/Outreach Consultant	0	Develops Outreach Strategy, designs outreach materials, manages subcontracts with local & non-profit organizations to conduct phase 1 & 2 activities, speaks at stakeholder associations, meetings, and conferences.	No Change
Program Administrator	50	Coordinates staff travel and meeting logistics, processes agency/grant required documentation.	No Change
SWIC	0	Coordinates updates to the SCIP and outreach to existing LMR network managers.	No Change
Grants Program Specialist	25	Project accounting and reporting	No Change
Consulting Engineer	0	Position will not be filled in Phase 2	No Change

## 13. Subcontracts (Vendors and/or Subrecipients)

**13a. Subcontracts Table – Include all subcontractors. The totals from this table must equal the “Subcontracts Total” in Question 14f.**

Name	Subcontract Purpose	Type (Vendor/Subrec.)	RFP/RFQ Issued (Y/N)	Contract Executed	Start Date	End Date	Total Federal Funds Allocated	Total Matching Funds Allocated
WSU-DGSS	Outreach and Education, Phase 2 Data Collection	Vendor	N	Y	12/20/2014	12/31/2017	\$508,000.00	
PNWER	Outreach and Education	Vendor	N	Y	12/20/2014	12/29/2017	\$175,000.00	
ESRI	Phase II Data collection, Coverage Mapping Tool	Vendor (changed from Subrecipient)	N	Y	3/1/2015	3/30/2016	\$42,468.00	
SAAG - Ken Boley	Legal Support	Vendor	N	Y	7/14/2014	6/30/1931	\$67,200.00	\$67,200.00
Andrea Alexander	Outreach and Education - Tribes	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	
Jim Pryor	Outreach and Education	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	
John DeFeo	Outreach and Education	Vendor	N	Y	1/1/2016	12/31/2017	\$45,000.00	

**14. Budget Worksheet**

Columns 2, 3 and 4 must match your current project budget for the entire award, which is the SF-424A on file.

Only list matching funds that the Department of Commerce has already approved.

Project Budget Element (1)	Federal Funds Awarded (2)	Approved Matching Funds (3)	Total Budget (4)	Federal Funds Expended (5)	Approved Matching Funds Expended (6)	Total funds Expended (7)
a. Personnel Salaries	\$44,370.00	\$0.00	\$44,370.00	\$30,121.23	\$0.00	\$30,121.23
b. Personnel Fringe Benefits	\$13,311.00	\$0.00	\$13,311.00	\$10,812.37	\$0.00	\$10,812.37
c. Travel	\$25,800.00	\$0.00	\$25,800.00	\$3,085.77	\$0.00	\$3,085.77
d. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
e. Materials/Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
f. Subcontracts Total	\$2,559,110.00	\$669,113.00	\$3,228,223.00	\$1,891,233.60	\$669,113.00	\$2,560,346.60
g. Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
h. Indirect	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
i. Total Costs	\$2,642,591.00	\$669,113.00	\$3,311,704.00	\$1,935,252.97	\$669,113.00	\$2,604,365.97
j. % of Total	80%	20%	100%	74%	26%	100%

**15. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purpose(s) set forth in the award documents.**

<b>16a. Typed or printed name and title of Authorized Certifying Official:</b>	<b>16c. Telephone (area code, number, and extension)</b>	(253) 512-7041
John Ufford, Preparedness Unit Manager, Emergency Management Division, Washington Military Department	<b>16d. Email Address:</b>	john.ufford@mil.wa.gov
<b>16b. Signature of Authorized Certifying Official:</b>	<b>Date:</b>	May 24, 2017
		