

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
(PCWIN)
EXECUTIVE MANAGEMENT COMMITTEE**

Pima County Sheriff's Administration Building
1750 East Benson Highway, 3rd Floor
Thursday, July 28, 2005
9:00 a.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the July 28, 2005 meeting. Cassette tape and materials provided are available upon request.

I. Call to Order: Sheriff Clarence W. Dupnik, Chairman, 9:03 a.m.

Roll Call: Annette Romero, Pima County Sheriff's Department

Members Present

Ray Allen (1st alternate)
Gary Bynum, Drexel Heights Fire District (*1st Alternate*)
Kim Janes, Pima County OEM & Homeland Security (*1st Alternate*)
Albert Pesqueira, Northwest Fire District (*1st Alternate*)
Daniel Sharp, Oro Valley Police Department
Kevin Shonk, Tohono O'Odham Tribal Police (*1st Alternate*)
Richard Vidaurri, Marana Police Department

Members Absent

Richard Miranda, Tucson Police Department – Kermit Miller is present for Tucson Police Department

Others Present

Manny Barreras, Motorola Inc.	Jim Perry, City of Tucson
Bob Couch, SAIC	Luis Puig, U of A Police Department
Mike Corbett, Buford Goff & Assoc., Inc	Paul Punske, Motorola Inc.
Matthew Fenton, U of A Police Dept.	Jeffrey Randall, Information Systems Support
Stuart Goodman, Goodman Schwartz	Mike Sacco, P. C. Sheriff's Department
Tim Hoban, Tucson Airport Police Dept.	Larry Sayers, Pima County Radio Comm.
Nanette Jenkins, Pima County DOT	Andy Smith, Golder Ranch Fire District
Rob Jones, General Dynamics	Jamie Terbeest, General Dynamics
Brian Knell, General Dynamics	Alex Vavages, Tohono O'Odham Nation
Jerry Lumpkin, Durham Communications	
John Moffatt, Pima County IS Department	

Captain Wilson advises the Chairman that one of the items on the agenda today is to have Deputy Chief Kermit Miller re-nominated as an alternate member to the Executive Management Committee. Since Deputy Chief Miller is not an appointed member he will not be able to vote.

II. Approval of Minutes, Sheriff Dupnik, Pima County Sheriff's Department

Sheriff Dupnik proposes approval of the minutes for the May 26, 2005 Executive Management Committee (EMC) meeting. Chief Sharp moves to approve the minutes and Assistant Chief Pesqueira seconds the motion. Motion is unanimously carried.

Materials provided: EMC summary dated, May 26, 2005.

III. By-Laws, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson discusses the continued problem with the sub-committees establishing quorum based on the current requirements declared in the by-laws. Captain Wilson, in conjunction with the Chairs of both sub-committees, recommends the following amendments to the by-laws under Article VI Meetings, 6.7 Quorums and 6.9 Vote by Proxy – User Committee:

- reduce the quorum requirement to 33% of the appointed membership
- allow meeting attendance via teleconference
- permit the agency head to designate a proxy vote in writing (User Committee Only), which would be valid for six months.

Chief Bynum moves to adopt the amendments to the By-Laws of the sub-committees as proposed in Revision 1.02. Chief Sharp seconds the motion. Motion is unanimously carried.

Materials provided: Revision 1.02 draft of By-Laws.

IV. Committee Appointments, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson states he was advised by Vice Chairman Norris of the Tohono O'Odham Nation that a nomination would be made to appoint an individual to replace their currently appointed members on the Executive Management Committee. He advises the support office did not receive any correspondence prior to the Executive Management Committee meeting.

Captain Wilson advises the Tucson Police Department has recommended Deputy Chief Kermit Miller be appointed to represent the Tucson Police Department on the Executive Management Committee. His appointment will replace Assistant Chief Roberto Villasenor as first alternate.

Chief Sharp moves to recommend to the Board of Supervisors that Deputy Chief Kermit Miller replace Assistant Chief Roberto Villasenor as 1st alternate, to represent the Tucson Police Department on the Executive Management Committee. Assistant Chief Pesqueira seconds the motion. Motion is unanimously carried.

V. Budget Report, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson provides members with a summary of the bond capital improvement project budgets for each of the county departments with the PCWIN Project. The PCWIN Project is currently listed under Facilities Management. He also provided a list of all Facilities Management FY 2005/06 CIP Projects and budgets with the PCWIN Project listed under BCOMMS which reflects a budget in the amount of \$936,000 for FY 2005/06.

No funds have been spent to date.

Materials provided: FY2005/06 CIP Budgets

VI. Federal Grant Opportunities Report, Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson provides a summary which reflects the following grants awarded to the project:

- FY03 COPS Law Enforcement Technology Program, \$500,000 (TPD)
This grant has been extended through Feb., 2006.
- FY05 COPS Law Enforcement Technology Program, \$369,966 (PCSD)
- FY05 COPS Law Enforcement Technology Program, \$369,966 (TPD)
- **TOTAL: \$1,239.932**

Grant opportunities being pursued:

- FY04 AZ Homeland Security Funding, \$558,000 (Tohono O'Odham Nation)
- FY05 COPS Interoperability Grant, \$4,900,000 (PCSD)
The application was submitted on July 14, 2005.
- FY06 COPS Law Enforcement Technology Program (Earmark Request)
Unspecified amount/general funding.

Materials provided: PCWIN Grant Funding Summary

VII. Tohono O'Odham Nation Presentation, Captain Paul Wilson, Pima County Sheriff's Dept.

Captain Wilson advises the Sheriff's Department had prepared an application requesting 1.6 Million dollars from the Arizona Division of Emergency Management from Homeland Security funding to further project objectives, specifically to start to establish some of the microwave hops across the Tohono O'Odham Nation and out to Childs Mountain. This would develop a microwave network that connects and expands through eastern and western Pima County. The application requested installation of an additional radio gateway at Kitt Peak, site improvements to Kitt Peak, Quijotoa Ridge and Childs Mountain and installation of the microwave network. The application was sent to the Tohono O'Odham Nation for their support (a support letter was not provided). The Tohono O'Odham Nation submitted the same application representing their interests. This resulted in a competition for distribution of funds through Region 5 and after meeting with Tohono O'Odham Nation representatives, Captain Wilson reports the outcome as follows:

The Tohono O’Odham Nation is scheduled to receive funding to support their application in the amount of \$558,000 with the requirement that their project support the overall future mission of the PCWIN Project and that Pima County support their application. Captain Wilson would like to discuss a little of what the application entails, some of the specific project components and then ask the committee to offer their support to the Nation in receiving the monies.

Captain Wilson briefs the Committee on the components discussed during his meetings with Mr. Vavages, Ben Standifer and with Vice Chairman Norris. The specific project items approved by the RAC are as follows:

Kitt Peak antenna site improvements including antenna tower engineering, design and construction, an emergency power generator, uninterruptible power system, and security fencing.....**\$182,000**

OC3 Microwave hops from Quijotoa Ridge to Kitt Peak and Kitt Peak to Tucson....**\$350,000**

Quijotoa Ridge site improvements including an uninterruptible power system and security fencing...**\$26,000**

The Nation has subsequently decided that there are more pressing projects requiring funding and have proposed installing only one microwave link between Kitt Peak and Quijotoa Ridge. They desire to redirect the remaining \$175,000 towards additional improvements to Quijotoa Ridge to raise the height of the antenna tower to improve coverage for their radio users, and to purchase replacement repeaters, mobile repeaters, base stations and other equipment to improve radio system performance and coverage and to complete installation of an ACU1000 to provide interoperability between their police and fire agencies.

It has been tentatively agreed to redirect the \$175,000 set aside for the microwave hop between Kitt Peak to Tucson with \$50,000 going towards the additional site improvements at Quijotoa Ridge and the additional \$125,000 would help the Nation improve their radio interoperability coverage.

Captain Wilson advises an agreement and commitment from both sides to work towards these objectives should be in the form of a memorandum of support between the Nation and Pima County. He states the Nation would be responsible for contacting Homeland Security to describe the specific components. Captain Wilson provides committee members with a draft memorandum of support for their perusal and consideration.

Captain Wilson introduces Mr. Alex Vavages of the Tohono O’Odham Nation. Mr. Vavages advises the committee members that the Nation knows what needs to be done in terms of interoperability and that it lacks the basic interoperability. He advises upon reviewing the PCWIN Project objectives, it was decided that it would benefit their communications system overall. He advises the meetings with Captain Wilson have been very helpful and feels they will be able to achieve their interoperability goals as well as enhance the PCWIN Project systems.

Captain Wilson recommends a motion to support the Tohono O’Odham Nation’s Arizona Office of Homeland Security South Region Project Proposal which includes antenna site infrastructure improvements at Kitt Peak and Quijotoa Ridge, installation of a microwave link between Kitt Peak and Quijotoa Ridge, and components to improve radio reliability, coverage and interoperability for the Nation’s public safety radio users contingent upon a signed Memorandum of Support enacted between the Tohono O’Odham Nation and the Pima County Sheriff’s Department that jointly commits each entity to work together to further the PCWIN Project.

Chief Sharp advises the term memorandum of support may be the wrong title for the document and suggests it should be titled “agreement.” He would like to have attorneys review the document and then make a final decision on what the document should be titled. Captain Wilson advises it is not technically a legal document and is not binding. Sheriff Dupnik states he feels the committee needs to be supportive and the document should be worded in a way that satisfies the Nation and the County.

Chief Sharp moves to support the Tohono O’Odham Nation’s Arizona Office of Homeland Security South Region Project Proposal which includes antenna site infrastructure improvements at Kitt Peak and Quijotoa Ridge, installation of a microwave link between Kitt Peak and Quijotoa Ridge, and components to improve radio reliability, coverage and interoperability for the Nation’s public safety radio users contingent upon a signed “Agreement” enacted between the Tohono O’Odham Nation and the Pima County Sheriff’s Department that jointly commits each entity to work together to further the PCWIN Project. Assistant Chief Pesqueira seconds the motion. Motion is unanimously carried.

Materials provided: Draft Memorandum of Support between Tohono O’Odham Nation and the Pima County Sheriff’s Department, Arizona Office of Homeland Security South Region Project proposal summary, Communications facility sharing master agreement.

VIII. Consultant RFP Process, Captain Paul Wilson, Pima County Sheriff’s Department

Captain Wilson advises the Executive Management Committee that he will commit to holding a work-group meeting and return to the next meeting with some progress. He advises he would like to get a document on the street and a consultant on board by the end of the year.

IX. Pima County – Tucson Electric Power Master Site Sharing Agreement Captain Paul Wilson, Pima County Sheriff’s Department

Captain Wilson briefs the committee on Pima County activities to engage Tucson Electric Power Company in a site sharing agreement. Tucson Electric Power Company would like to replace their radio system within the next several years and intend to build whatever standard the PCWIN Project builds so that in the future PCWIN would have some interoperability between the utility and public safety. Particular standards were not discussed at that time, but Captain Wilson suggested it would be the opportune time for the County and Tucson Electric Power to get together and devise a master agreement that would set the stage for PCWIN to utilize TEP antenna sites and poles in the future to support the project and to allow TEP to co-locate on County owned sites and facilities. A basic agreement has been approved by the Board of Supervisors setting forth the basic agreement as to how the County and TEP would share sites and all that would be required

in the future would be addendums to the original agreement specific to each site, setting up the cost and other details.

X. New Business

Sheriff Dupnik addresses the Committee members and asks if there are any items for future agendas. He receives no response.

XI. Call to the Public

Sheriff Dupnik asks if anyone in the audience would like to address the committee. Captain Wilson addresses the Chairman and asks Jim Perry to approach the table. He proceeds to inform the committee and audience of Mr. Perry's involvement in the PCWIN Project. He then announces Mr. Perry's retirement from the City of Tucson. Sheriff Dupnik presents Mr. Perry with a Certificate of Appreciation on behalf of the Executive Management Committee.

XII. Date-Time-Location of Next Meeting(s)

August 25, 2005, 9:00 AM
Pima County Sheriff's Department
1750 East Benson Hwy
SOC/ 3rd Floor

XIII. Adjournment

Chief Bynum moves to adjourn the meeting. Motion is unanimously carried. Meeting adjourned at 9:40 a.m.

Minutes prepared by: Annette Romero