

**PIMA COUNTY WIRELESS INTEGRATED NETWORK (PCWIN)  
USER COMMITTEE / TECHNICAL COMMITTEE  
JOINT MEETING**

Pima County Sheriff's Department  
Administration Building, Sheriff's Operations Center, 3<sup>rd</sup> Floor  
1750 E. Benson Highway, Tucson, Arizona  
Monday, February 22, 2010  
2:00 p.m.

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the February 22, 2010 meeting.

**I. Call to Order:** Mr. Larry Sayers, Technical Committee Chair, calls the meeting to order at 2:01 p.m.

**Roll Call:** Catherine Hanna, Pima County Sheriff's Department

Quorum is established for the Technical Committee with a total of 13 members present.

Quorum is established for the User Committee with a total of 9 members present.

**Members Present Technical Committee**

Larry Sayers, Chair, Pima County Wireless Services  
Mike Bullock, City of Tucson Communications  
Gary Bynum, Drexel Heights Fire District  
Steven Campbell, Drexel Heights Fire District  
Scott Ferguson, Pima Community College DPS  
Joseph Jakoby, City of Tucson IT  
Pat Joy, Pima County Sheriff's Department  
Gregory McNeal, City of Tucson IT  
John Moffatt, Pima County Office of Strategic Planning  
Robert Morton, City of Tucson Communications  
Gary Schmitz, Oro Valley Police Department  
Isaiah Twombly, City of Tucson Communications  
Paul Wright, Jr., Northwest Fire District

**Members Not Present – Technical Committee**

John Armstrong, Tucson Police Department  
Ken Boynton, University of Arizona  
Jeff Guthrie, Pima County OEM & Homeland Security  
Ted Martin, Pima County Sheriff's Department IT

**Others Present**

John Bowers, Motorola  
Elizabeth Esparza, Pascua Yaqui Police Department  
Chuck Gilchrist, Motorola  
Paul Punske, Motorola  
Rodney Siemiawski, Motorola  
Mike Sumnicht, Motorola  
Paul Wilson, Pima County Sheriff's Department

**Members Present User Committee**

Gary Bynum, Co-Chair, Drexel Heights Fire District  
Mike Sacco, Co-Chair, Pima County Sheriff's Department  
Nancy Anderson, Oro Valley Police Department  
Fred Bair, Tucson Fire Department  
Bill Bohling, Green Valley Fire District  
Orchid Jones, City of Tucson (Tucson General Services)  
Jim Long, Northwest Fire District  
Joseph Martinez, Tohono O'odham Tribal Police  
Angela Spencer, City of Tucson

**Members Not Present – User Committee**

Patrick Abel, Golder Ranch Fire District  
Manny Amado, Pima Community College DPS  
Larry Anderson, South Tucson Fire Department  
Dean Barnella, Mount Lemmon Fire District  
Lee Bucklin, Rincon Valley Fire District  
James Craig, Helmet Peak Fire Department  
Craig Encinas, Tohono O'odham Fire Department  
Jeff Guthrie, Pima County OEM & Homeland Security  
Charles Hangartner, Tohono O'odham Tribal Police  
Wren Keller, Corona de Tucson Fire District  
Henry Leyva, Sahuarita Police Department  
Hector Olivo, Pascua Yaqui Police Department  
Luis Puig, University of Arizona Police Department  
Ernie Robles, Picture Rocks Fire Department  
Larry Stevens, Oro Valley Police Department  
David Tibbitt, Ajo/Gibson Volunteer Fire Department  
Carlos Valencia, Pima Community College DPS  
John Williams, Three Points Fire District

**II. Approval of Minutes**  
**Mr. Larry Sayers, Chair, Technical Committee**

Mr. Sayers asks members if there are suggested changes for the January 13, 2010, joint meeting minutes. Lieutenant Sacco moves to accept and approve the minutes. Ms. Joy seconds the motion. Motion unanimously carries.

*Materials provided: User/Technical Joint Meeting Summary for January 13, 2010.*

**III. Radio System Project Status Report**  
**Mr. Tony Casella, Pima County Information Technology**

Phase I of the Motorola Detailed Design for the radio system is complete, and Phase II is near completion. Phase III begins on February 27<sup>th</sup>, and includes specific tower site changes anticipated for the design review.

**Project Presentations**

Captain Wilson and Dr. Moffatt continue their project support presentations, most recently meeting with the Sahuarita Town Council on February 8<sup>th</sup>, and the Oro Valley Town Council on February 17<sup>th</sup>. Both Councils seemed supportive of the project, and it was apparent that both Council's had been briefed, which was helpful.

Oro Valley representatives explained that Captain Wilson's presentation was informative and seemed to answer the questions the elected officials were looking for.

The Oro Valley Town Council inquired about Northwest Fire District's commitment to the project, which may have stemmed from discussions between the fire district, and the Town of Marana in regards to providing dispatch services. Captain Wilson assured the Council that Northwest Fire remains committed to the project.

**Town of Marana Withdrawal Response Letter**

The Executive Management Committee (EMC) directed Staff to send a letter to the Town of Marana, accepting the Town's withdrawal from the project, but expressing dissatisfaction with their decision. The EMC offered the Town to come back and participate in the future, consistent with the Business Plan buy-in requirements, if they choose to do so.

**IV. PECOC Project Status Report**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Staff received a recommendation to change the name of the 22<sup>nd</sup> Street facility, which is currently referred to as the Regional Emergency Communications Operations Center (RECOC). A project participant suggested the facility be renamed as the Pima Emergency Communications Operations Center (PECOC).

The schematic design process continues. Staff has established a floor plan, which is reviewed with the Committees. Dispatch console furnishing vendors will be invited to present a mock demonstration of how their equipment fits into the layout.

At the January 28<sup>th</sup> EMC meeting, Committee members authorized the County to proceed with IGA negotiations with the City of Tucson to reimburse them for the Thomas Price Service Center renovations.

**V. Contracts/Agreements Status Report**  
**Captain Paul Wilson, Pima County Sheriff's Department**

The site development procurement documents are on-going due to recent changes to several tower sites. Once the final sites are selected, the scope of work can be completed. Work continues on the job order contracting, and the evaluation process to follow.

**Microwave Contract**

Ceragon's contract was challenged by another vendor before it went to the Board of Supervisors. The Board ultimately denied the appeal, and awarded the contract to Ceragon. The protesting vendor has since filed a complaint with the Registrar of Contractors Office. A cease and desist order has been issued to Ceragon until all matters are resolved.

**VI. Bond Ordinance Amendments**  
**Captain Wilson Pima County Sheriff's Department**

At the January 28<sup>th</sup> EMC meeting, Committee members proposed bond ordinance amendments for consideration to the Bond Advisory Committee.

The Bond language has only been amended one time since 2004, and many changes have occurred to reflect scope reduction, a single operations center, budget revisions, and a detailed separation between voice radio and communications systems.

**VII. Grant Updates**  
**Lieutenant Mike Sacco, Pima County Sheriff's Department**

**Applications**

An application was submitted through the Interoperable Emergency Communications Grant Program (IECGP), via Arizona Department of Homeland Security, to evaluate PCWIN's Governance Structure and offer ideas on how to better the organization. Recommended changes will be reviewed, and a final report will be submitted.

An appropriations request was made through Congresswoman Giffords' Office for customer premise equipment, and 9-1-1 answering equipment for primary and back-up communications centers.

**VIII. Plain Talk Transmissions**  
**Lieutenant Mike Sacco, Pima County Sheriff's Department**

Law enforcement agencies work with specific codes when talking on the radio, leaving some to express concern about talking on an interoperable communications system and not understanding agency specific codes. This concern has led to the idea of using plain talk on the radio.

Fire departments use very few codes and have seen success in radio communications with plain talk. Lt. Sacco suggests creating an ad-hoc committee to discuss working on plain talk communications. Representation should include a fire representative, who has experience with this operation. Several volunteers are identified, and Ms. Joy will be in contact with each member to begin meeting discussions.

**IX. Executive Session  
Committee Chair and Co-Chairs**

Division Chief Bynum motions to enter into executive session. Dr. Moffatt seconds the motion. Motion unanimously carries.

Executive session ends at 2:55 p.m.

**Motion**

Staff recommends approval to change the antenna height on the Ruby Road tower. Mr. Twombly motions to approve Staff's recommendation, changing the Ruby Road tower height. Division Chief Bynum seconds the motion. Motion unanimously carries.

*Materials provided: PCWIN Tower Site Locations (powerpoint presentation) by Mr. Larry Sayers.*

**VIII. New Business, Mr. Larry Sayers, Technical Committee Chair**

Mr. Sayers asks if Committee members request agenda items for presentation at the next meeting.

Mr. Casella is coordinating team charters to work on the post implementation support, which includes participating agency senior management staff, and focuses on post implementation support responsibilities. The City of Tucson is currently reviewing the draft plan, and is awaiting their input. Updates will be provided once the development is complete.

Staff continues to work on the project schedule. Once the sites are verified, site construction work can begin.

**Bond Ordinance**

Changes to the Bond Ordinance were proposed by the Executive Management Committee at their January 28<sup>th</sup> meeting. The EMC seat, vacated by Marana's withdrawal, will not be filled until the EMC considers more options.

**IX. Call to the Public, Mr. Larry Sayers, Technical Committee Chair**

Mr. Sayers asks if anyone from the public would like to address the Committees. Captain Wilson refers the Committees to the Urgent Communications Today article on narrow-banding. Staff encourages participating agencies to work collectively on a strategy to effectively migrate to narrow band.

*Materials provided: Urgent Communications Today article, dated February 18, 2010.*

**X. Date-Time-Location of Next Meeting(s)**

**Joint User/Technical Committee Meeting**

Wednesday, April 14, 2010, 1:00 PM  
Pima County Sheriff's Department  
Administration Building, 3<sup>rd</sup> Floor  
1750 E. Benson Highway, Tucson

**XI. Adjournment**

Division Chief Bynum makes a motion to adjourn the meeting. Assistant Chief Bohling seconds the motion. Motion unanimously carries. Meeting adjourns at 3:09 p.m.

Minutes prepared by: Catherine Hanna

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