

**NOTICE/AGENDA OF PUBLIC MEETING
PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS MEETING
October 23, 2014**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **PIMA COUNTY WIRELESS INTEGRATED NETWORK BOARD OF DIRECTORS** and to the general public that the Board of Directors will hold a meeting on **Thursday, October 23, 2014 beginning at 10:00 a.m.** The meeting will be held at the Pima Emergency Communications Operations Center (PECOC), 3434 E. 22nd Street, Tucson, Arizona.

The Pima Communications & Operations Center endeavors to ensure all persons with disabilities accessibility to meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Joni Castro at (520) 724-9321. Requests should be made as early as possible to allow time to arrange the accommodation.

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| I. CALL TO ORDER AND ROLL CALL | Chairman |
| II. APPROVAL OF MINUTE SUMMARY | Chairman
Motion |
| Review, discussion, and approval of the Minute Summary from the August 28, 2014 Board Meeting. | |
| III. FY 14-15 SPECIAL REVENUE FUND (SRF) REPORT | Michelle Hamilton/John Voorhees
Info & Direction to Staff |
| The Executive Director will report to the Board on the first quarter of the FY 14-15 Special Revenue Budget. | |
| IV. INTRODUCTION OF FY 15-16 SRF BUDGET | John Voorhees
Info & Possible Action |
| The Executive Director will brief the Board on the FY 15-16 Budget assumptions and forecasted expenditures. | |
| V. OWG & TWG UPDATES | Steve Campbell/Rick Brown
Info & Direction to Staff |
| The Chairs of the OWG and TWG will brief the Board on the progress of their respective groups. | |
| VI. EXPENDITURE REQUESTS | John Voorhees
Info & Possible Action |
| The Executive Director will brief the Board and seek approval and fund allocation for requested expenditures. | |
| VII. AGENCY HANDBOOK UPDATE | John Voorhees
Info & Possible Action |
| The Executive Director will brief the Board and seek approval for new policies. | |
| VIII. PCWIN STATUS UPDATE | Rick Brown
Info & Direction to Staff |
| The PCWIN Wireless Services Manager will update the Board on pertinent network activities. | |

IX. PCWIN MEMBER & PARTICIPANT ACQUISITIONS

John Voorhees
Info & Possible Action

The Executive Director will provide an overview and seek approval for new member applications for participation in PCWIN.

X. BOARD OF DIRECTORS' CHAIR TRANSITION

All Members
Discussion & Possible Action

Members will discuss and accept nominations to replace Chief Daniel Sharp, Oro Valley Police Department, due the expiration of his term as Chairman of the Board on 1/24/15.

XI. NEW BUSINESS – ITEMS FOR FUTURE BOD AGENDAS

Board
Info & Direction to Staff

Members may propose agenda items for future Board of Directors' Meetings.

XII. CALL TO THE PUBLIC

Board
Info & Direction to Staff

Those wishing to address the Board need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

XIII. DATE/TIME/LOCATION OF PROPOSED BOARD OF DIRECTORS' MEETINGS

Board
Info & Direction to Staff

The Members will be asked to approve **December 4, 2014 as the date for the next Board of Directors' Meeting.** The meeting will begin at **10:00 a.m., or immediately following the Executive Committee Meeting,** and will be held at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, AZ, Conference Room 308.

XIV. ADJOURNMENT

Motion

A copy of the agenda background material provided to the Board of Directors is available for public inspection at the PCWIN Administrative Office, Pima Emergency Communications & Operations Center or call (520) 724-9321.

**Pima County Wireless Integrated Network (PCWIN)
 Budget to Forecast - Summary Report
 Fund 2101 - OEM's Radio System Special Revenue
 FOR PERIOD ENDING September 30, 2014**

	FY14/15 YTD Actuals	FY14/15 Adopted Budget	Forecast	Variance (Budget vs. Forecast)
1 Revenue	\$ 1,020,958	\$ 2,610,372	\$ 2,621,474	\$ 11,102
2 Expenditures				
3 Personnel Services	211,798	1,200,956	1,123,525	77,431
4 Operating Expenditures	137,358	1,236,064	1,238,729	(2,665)
5 Capital Equipment	-	-	-	-
6 Total Expenditures	349,156	2,437,020	2,362,254	74,766
7 Operating Transfers In				
8 Operating Transfers In	-	-	-	-
9 Total Operating Transfers In	-	-	-	-
10 Operating Transfers Out				
11 Operating Transfers Out	-	-	-	-
12 Total Operating Transfers Out	-	-	-	-
13 Net Fund Impact	\$ 671,802	\$ 173,352	\$ 259,220	\$ 85,868

**Pima County Wireless Integrated Network (PCWIN)
Budget to Forecast - Detail Report
Fund 2101 - OEM Radio System Special Revenue Fund
FOR PERIOD ENDING September 30, 2014**

	Adopted Budget FY 14-15	FY 14-15 Forecast as of September 2014	Adopted Budget vs. Forecast Variance
1 Net Operating income (loss)			
2 Revenues			
3 General Government Fees - Public Safety Other Jurisdictions	\$ 1,418,064	\$ 1,462,254	\$ 44,190
4 Interdepartmental Revenue - Pima County	1,161,012	1,115,256	(45,756)
5 Rent and Royalties	31,296	43,650	12,354
6 Interest Rev. - Pooled Inv.	-	314	314
7 Miscellaneous Revenue	-	-	-
8 Total Operating Revenues	2,610,372	2,621,474	11,102
9			
10 Expenditures			
11 Salaries and Wages			
12 PCWIN - Salaries	145,480	145,480	-
13 PCWIN - Benefits	42,474	42,474	-
14 Interdepartmental Salaries - Charged Out	-	(11,200)	11,200
15 Interdepartmental Salaries - Charged In	76,000	76,000	-
16 Intra Departmental Salaries and Fringe	-	-	-
17 BEACON	13,067	13,067	-
18 CONFIDENCE	10,307	10,307	-
19 GEASA	11,989	11,989	-
20 HAYSTACK	18,057	18,057	-
21 RVFD	12,766	12,766	-
22 SWAN	12,504	12,504	-
23 TUMAMOC	11,106	11,106	-
24 ITD - Salaries and Benefits	847,206	780,975	66,231
25 Total Employee Compensation	1,200,956	1,123,525	77,431
26			
27 Other Personnel Costs			
28 City of Tucson Positions			
29 COT Technician	115,107	115,107	-
30 COT Engineer	65,908	65,908	-
31 Out of State Travel/Training	5,500	5,500	-
32 Instate Travel/Training	1,000	1,000	-
33 Dues and Memberships	800	800	-
34 Administrative Overhead	114,721	114,721	-
35 Total Other Personnel Costs	303,036	303,036	-
36			
37 Operating Expenditures			
38 Office Supplies	1,950	6,950	(5,000)
39 Food Supplies	-	500	(500)
40 Books/Subscriptions/Videos	2,500	2,500	-
41 Software - Comm Shop	35,000	35,000	-
42 Other Operating Supplies	25,000	25,000	-
43 Repair & Maintenance Supplies	130,150	130,150	-
44 Small Tools and Office Equipment	20,000	20,000	-
45 Office Machines/Computers	5,000	15,000	(10,000)
46 Other Machines/Equipment	1,000	11,000	(10,000)
47 Fuel, Oil, Lubricants	1,000	1,000	-
48 Printing & Microfilming	250	250	-
49 Postage and Freight	5,000	5,000	-
50 Other Professional Services	-	187	(187)
51 Advertising	-	928	(928)
52 Property Damage & Gen Liabilities Insurance Premiums	14,000	14,000	-
53 Motor Pool Charges	50,000	70,000	(20,000)
54 Other Miscellaneous Charges	840	840	-
55 Interest Expense - Pooled Investments	-	-	-
56 R&M Machinery and Equipment			
57 Motorola Software System Update Agreement	134,469	103,477	30,992
58 Motorola LMR Technical Support	29,716	22,121	7,595
59 Motorola Network System Monitoring	43,115	32,095	11,020
60 Motorola Network Preventative Maintenance	16,680	12,417	4,263
61 Motorola Advanced Replacement	25,737	19,159	6,578
62 Motorola NICE Audio Logging Equipment Service	28,746	21,399	7,347
63 Motorola Maintenance Consulting Fees (T&M for Motorola/ Ceragon)	-	-	-
64 Ceragon Maintenance Support	37,326	37,326	-
65 Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	36,906	-
66 Test Equipment Repair & Maintenance	-	-	-
67 Netlock Maintenance & Support	865	865	-
68 Cisco SmartNet CTM for City of Tucson	5,000	-	5,000
69 Cisco SmartNet and COT Sonet Boxes	91,780	96,780	(5,000)
70 Interdepartmental Supplies & Services - Charged In	-	7,500	(7,500)
71 Total Operating Expenditures	742,030	728,350	13,680
72			
73 Utilities			
74 Telephone/Voice/Data Telecommunications			
75 ITD Network Port Charges	2,220	2,200	20
76 Cisco SmartNet for Pima County	-	13,750	(13,750)
77 Long Distance Telephone Services	500	450	50
78 Cell Phones w/Data	16,200	16,200	-
79 Electricity			
80 BEACON	8,000	8,000	-
81 BIGELOW - SAT	6,000	6,000	-
82 EAGLE	12,500	12,500	-
83 KEYSTONE - AZ DPS	3,600	3,600	-
84 LEMMON - AZ DPS	3,600	3,600	-
85 RVFD	12,500	12,500	-
86 SWAN	12,500	12,500	-
87 TUMAMOC - AZ Public Media	12,500	12,500	-
88 Total Utilities	90,120	103,800	(13,680)
89			
90 Leases & Rentals			
91 ARIVACA - ASLD Commercial Lease	2,400	2,400	-
92 BEACON - Crown Castle Lease	11,458	11,458	-
93 BIGELOW - SAT Lease	15,277	15,277	-
94 CONFIDENCE - TEP Lease	5,000	5,000	-
95 HAYSTACK - ASLD Land Use Permit	1,800	2,400	(600)
96 KEYSTONE - AZ DPS	10,000	10,000	-
97 LEMMON - AZ DPS	4,356	4,356	-
98 MILDRED - ASLD Commercial Lease	2,400	2,400	-
99 PECOC - Master Site & PCWIN Offices	5,100	5,100	-
100 RVFD - Rincon Valley Fire District Lease	12,000	12,000	-
101 County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152	(2,065)
102 Total Leases & Rentals	100,878	103,543	(2,665)
103			
104 Total Operating Expenditures	2,437,020	2,362,254	74,766
105			
106 Net Operating Income (loss)	173,352	259,220	85,868
107			
108 Cash Flow from Operations after Transfers			
109 Net income (loss)	173,352	259,220	85,868
110 Transfers In-General Fund	-	-	-
111 Transfers In-Other Special Revenue	-	-	-
112 Transfers In-Capital Asset	-	-	-
113 Cash Flow from Operations, after Transfers	173,352	259,220	85,868
114			
115 Net Fund Impact	\$ 173,352	\$ 259,220	\$ 85,868

**Pima County Wireless Integrated Network (PCWIN)
Projected Cash Flow for Each Applicable Fiscal Year
Utilizing September 2014 Forecasts**

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	<u>Adopted Budget FY 14-15</u>	<u>Forecast for FY 14-15 as of September 2014</u>	<u>Forecasted FY 15-16</u>	<u>Forecasted FY 16-17</u>	<u>Forecasted FY 17-18</u>	<u>Forecasted FY 18-19</u>	<u>Forecasted FY 19-20</u>
1 Net Operating income (loss)							
2 Revenues							
3 General Government Fees - Public Safety Other Jurisdictions (Note)	1,418,064	1,462,254	1,495,440	1,833,120	1,833,120	1,833,120	1,833,120
4 Interdepartmental Revenue - Pima County (Note)	1,161,012	1,115,256	1,117,116	1,369,368	1,369,368	1,369,368	1,369,368
5 Rent and Royalties	31,296	43,650	68,448	68,448	68,448	68,448	68,448
6 Interest Rev. - Pooled Inv.	-	314	3,012	1,905	1,581	1,479	1,533
7 Miscellaneous Revenue	-	-	-	-	-	-	-
8 Total Operating Revenues	2,610,372	2,621,474	2,684,016	3,272,841	3,272,517	3,272,415	3,272,469
9 Expenditures							
10 Salaries and Wages							
11 PCWIN - Salaries	145,480	145,480	145,480	148,390	148,390	151,357	151,357
12 PCWIN - Benefits	42,474	42,474	43,748	45,061	46,412	47,805	49,239
13 Interdepartmental Salaries - Charged Out	-	(11,200)	-	-	-	-	-
14 Interdepartmental Salaries - Charged In	76,000	76,000	77,553	79,280	79,824	81,608	82,185
15 Intra Departmental Salaries and Fringe	-	-	-	-	-	-	-
16 BEACON	13,067	13,067	13,068	13,068	13,068	13,068	13,068
17 CONFIDENCE	10,307	10,307	10,307	10,307	10,307	10,307	10,307
18 GEASA	11,989	11,989	11,990	11,990	11,990	11,990	11,990
19 HAYSTACK	18,057	18,057	18,057	18,057	18,057	18,057	18,057
20 RVFD	12,766	12,766	12,767	12,767	12,767	12,767	12,767
21 SWAN	12,504	12,504	12,504	12,504	12,504	12,504	12,504
22 TUMAMOC	11,106	11,106	11,107	11,107	11,107	11,107	11,107
23 ITD - Salaries and Benefits	847,206	780,975	889,440	909,415	916,170	936,812	943,979
24 Total Employee Compensation	1,200,956	1,123,525	1,246,021	1,271,945	1,280,596	1,307,382	1,316,560
25 Other Personnel Costs							
26 City of Tucson Positions							
27 COT Technician	115,107	115,107	115,108	115,108	115,108	115,108	115,108
28 COT Engineer	65,908	65,908	65,908	65,908	65,908	65,908	65,908
29 Out of State Travel/Training	5,500	5,500	5,500	5,500	5,500	5,500	5,500
30 Instate Travel/Training	1,000	1,000	500	500	500	500	500
31 Dues and Memberships	800	800	1,200	1,200	1,200	1,200	1,200
32 Administrative Overhead	114,721	114,721	114,721	114,721	114,721	114,721	114,721
33 Total Other Personnel Costs	303,036	303,036	302,937	302,937	302,937	302,937	302,937
34 Operating Expenses							
35 Office Supplies	1,950	6,950	10,000	10,000	10,000	10,000	10,000
36 Food Supplies	-	500	500	500	500	500	500
37 Books/Subscriptions/Videos	2,500	2,500	1,500	1,500	1,500	1,500	1,500
38 Software - Comm Shop	35,000	35,000	35,000	35,000	35,000	35,000	35,000
39 Other Operating Supplies	25,000	25,000	25,000	25,000	25,000	25,000	25,000
40 Repair & Maintenance Supplies	130,150	130,150	260,300	260,300	260,300	260,300	260,300
41 Small Tools and Office Equipment	20,000	20,000	20,000	20,000	20,000	20,000	20,000
42 Office Machines/Computers	5,000	15,000	5,000	5,000	5,000	5,000	5,000
43 Other Machines/Equipment	1,000	11,000	1,000	1,000	1,000	1,000	1,000
44 Fuel, Oil, Lubricants	1,000	1,000	1,000	1,000	1,000	1,000	1,000
45 Printing & Microfilming	250	250	1,000	1,000	1,000	1,000	1,000
46 Postage and Freight	5,000	5,000	5,000	5,000	5,000	5,000	5,000
47 Other Professional Services	-	187	-	-	-	-	-
48 Advertising	-	928	1,000	1,000	1,000	1,000	1,000
49 Property Damage & Gen Liabilities Insurance Premiums	14,000	14,000	14,000	14,000	14,000	14,000	14,000
50 Motor Pool Charges	50,000	70,000	70,000	70,000	70,000	70,000	70,000
51 Other Miscellaneous Charges	840	840	840	840	840	840	840
52 Interest Expense - Pooled Investments	-	-	-	-	-	-	-
53 R&M Machinery and Equipment							
54 Motorola Software System Update Agreement	134,469	103,477	617,816	683,046	687,244	691,781	698,699
55 Motorola LMR Technical Support	29,716	22,121	119,500	120,695	121,902	123,121	128,046
56 Motorola Network System Monitoring	43,115	32,095	-	-	-	-	-
57 Motorola Network Preventative Maintenance	16,680	12,417	-	-	-	-	-
58 Motorola Advanced Replacement	25,737	19,159	-	-	-	-	-
59 Motorola NICE Audio Logging Equipment Service	28,746	21,399	86,238	86,238	86,238	86,238	86,238
60 Motorola Maintenance Consulting Fees (T&M for Motorola/Ceragon)	-	-	28,000	28,000	28,000	28,000	28,000
61 Ceragon Maintenance Support	37,326	37,326	-	-	-	-	-
62 Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	36,906	-	-	-	-	-
63 Test Equipment Repair & Maintenance	-	-	7,500	7,500	7,500	7,500	7,500
64 Netlock Maintenance & Support	865	865	865	865	865	865	865
65 Cisco SmartNet CTM for City of Tucson	5,000	-	2,000	2,000	2,000	2,000	2,000
66 Cisco SmartNet and COT Sonet Boxes	91,780	96,780	19,000	19,000	19,000	19,000	19,000
67 Interdepartmental Supplies & Services - Charged In	-	7,500	-	-	-	-	-
68 Total Operating Expenditures	742,030	728,350	1,332,059	1,398,484	1,403,889	1,409,645	1,421,488
69 Utilities							
70 Telephone/Voice/Data Telecommunications							
71 ITD Network Port Charges	2,220	2,200	20,464	20,464	20,464	20,464	20,464
72 Cisco SmartNet for Pima County	-	13,750	25,468	25,468	25,468	25,468	25,468
73 Long Distance Telephone Services	500	450	500	500	500	500	500
74 Cell Phones w/Data	16,200	16,200	16,200	16,200	16,200	16,200	16,200
75 Electricity							
76 BEACON	8,000	8,000	8,000	8,000	8,000	8,000	8,000
77 BIGELOW - SAT	6,000	6,000	6,000	6,000	6,000	6,000	6,000
78 EAGLE	12,500	12,500	12,500	12,500	12,500	12,500	12,500
79 KEYSTONE - AZ DPS	3,600	3,600	3,600	3,600	3,600	3,600	3,600
80 LEMMON - AZ DPS	3,600	3,600	3,600	3,600	3,600	3,600	3,600
81 RVFD	12,500	12,500	12,500	12,500	12,500	12,500	12,500
82 SWAN	12,500	12,500	12,500	12,500	12,500	12,500	12,500
83 TUMAMOC - AZ Public Media	12,500	12,500	12,500	12,500	12,500	12,500	12,500
84 Total Utilities	90,120	103,800	133,832	133,832	133,832	133,832	133,832

**Pima County Wireless Integrated Network (PCWIN)
Projected Cash Flow for Each Applicable Fiscal Year
Utilizing September 2014 Forecasts**

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	Adopted Budget FY 14-15	Forecast for FY 14-15 as of September 2014	Forecasted FY 15-16	Forecasted FY 16-17	Forecasted FY 17-18	Forecasted FY 18-19	Forecasted FY 19-20
90 Leases & Rentals							
91 ARIVACA - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
92 BEACON - Crown Castle Lease	11,458	11,458	11,802	12,156	12,520	12,896	13,283
93 BIGELOW - SAT Lease	15,277	15,277	15,735	16,207	16,694	17,194	17,710
94 CONFIDENCE - TEP Lease	5,000	5,000	5,000	5,000	5,000	5,000	5,000
95 HAYSTACK - ASLD Land Use Permit	1,800	2,400	1,800	1,800	1,800	1,800	1,800
96 KEYSTONE - AZ DPS	10,000	10,000	10,000	10,000	10,000	10,000	10,000
97 LEMMON - AZ DPS	4,356	4,356	4,356	4,356	4,356	4,356	4,356
98 MILDRED - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
99 PECOC - Master Site & PCWIN Offices	5,100	5,100	5,100	5,100	5,100	5,100	5,100
100 RVFD - Rincon Valley Fire District Lease	12,000	12,000	12,000	12,000	12,000	12,000	12,000
101 County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152	33,152	33,152	33,152	33,152	33,152
102 Total Leases & Rentals	100,878	103,543	103,745	104,571	105,422	106,298	107,201
103							
104 Total Expenditures	2,437,020	2,362,254	3,118,594	3,211,770	3,226,676	3,260,095	3,282,018
105							
106 Net Operating Income (loss)	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
107							
108 Cash Flow from Operations after Transfers							
109 Net income (loss)	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
110 Transfers In-General Fund	-	-	-	-	-	-	-
111 Transfers In-Other Special Revenue	-	-	-	-	-	-	-
112 Transfers In-Capital Asset	-	-	-	-	-	-	-
113 Cash Flow from Operations, after Transfers	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
114							
115 Fund Balance Calculation							
116 Beginning Fund Balance	508,371	508,371	767,591	333,013	394,084	439,925	452,245
117 Ending Fund Balance	681,723	767,591	333,013	394,084	439,925	452,245	442,696
118							
119 Sources and Uses of Funds							
120 Sources							
121 Cash Flow after Other Transfers plus Depreciation and loss on disposal of asset	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
122 Accounts Receivable (Beginning)	8,541	8,541	6,984	10,952	10,952	10,952	10,952
123 Accounts Receivable (Ending)	(5,007)	(6,984)	(10,952)	(10,952)	(10,952)	(10,952)	(10,952)
124 Interest Receivable (Beginning)	571	571	251	159	132	123	128
125 Interest Receivable (Ending)	(180)	(251)	(159)	(132)	(123)	(128)	(128)
126 Due From Other Funds (Beginning)	-	-	-	-	-	-	-
127 Due From Other Funds (Ending)	-	-	-	-	-	-	-
128 Due From Other Governments (Beginning)	-	-	-	-	-	-	-
129 Due From Other Governments (Ending)	-	-	-	-	-	-	-
130 Inventory (Beginning)	181,598	181,598	181,598	181,598	181,598	181,598	181,598
131 Inventory (Ending)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)
132 Prepaid Expenses (Beginning)	4,539	4,539	-	-	-	-	-
133 Prepaid Expenses (Ending)	-	-	-	-	-	-	-
134 Total Sources	181,816	265,636	(438,454)	61,098	45,849	12,316	(9,550)
135							
136 Uses							
137 Accounts Payable (Beginning)	80,860	80,860	102,815	155,424	161,005	161,525	162,075
138 Accounts Payable (Ending)	(102,593)	(102,815)	(155,424)	(161,005)	(161,525)	(162,075)	(163,133)
139 Interest Payable (Beginning)	-	-	-	-	-	-	-
140 Interest Payable (Ending)	-	-	-	-	-	-	-
141 Accrued Compensation Payable (Beginning)	18,147	18,147	59,416	74,654	32,021	32,188	32,703
142 Accrued Compensation Payable (Ending)	(62,990)	(59,416)	(74,654)	(32,021)	(32,188)	(32,703)	(43,007)
143 Due to Other Funds (Beginning)	-	-	-	-	-	-	-
144 Due to Other Funds (Ending)	-	-	-	-	-	-	-
145 Due to Other Governments (Beginning)	-	-	-	-	-	-	-
146 Due to Other Governments (Ending)	-	-	-	-	-	-	-
147 Unreserved Overpayment (Beginning)	64,107	64,107	121,367	124,122	152,149	152,149	152,149
148 Unreserved Overpayment (Ending)	(117,699)	(121,367)	(124,122)	(152,149)	(152,149)	(152,149)	(152,149)
149 Total Uses	(120,168)	(120,484)	(70,602)	9,024	(686)	(1,066)	(11,362)
150							
151 Net Sources over Uses	301,984	386,120	(367,852)	52,075	46,535	13,381	1,812
152							
153 Net Sources over Uses	301,984	386,120	(367,852)	52,075	46,535	13,381	1,812
154 Beginning Cash Balance	476,236	476,236	862,356	494,504	546,578	593,113	606,494
155 Projected Ending Cash Balance*	778,220	862,356	494,504	546,578	593,113	606,494	608,306
156 Reserve on Expenditures (12.5%)**	-	-	389,824	401,471	403,335	407,512	410,252
157 Projected Ending Cash Balance after Reserve Requirement is met	-	-	104,679	145,107	189,779	198,983	198,054

* The above cash flow is only an estimate as it includes forecasted amounts from the department and estimates for ending Balance Sheet items.
** Reserve on Expenditures to begin in FY 2015/16

Note: Below is the Monthly Subscriber Rate Table used to calculate the Interdepartmental and Intergovernmental Charges.

	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
Monthly Subscriber Rate	\$ 31.00	\$ 31.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ 38.00

Expenditure Request



PCWIN Form 306-A

Expenditure Request

Date of Request

Requestor

Justification

Working Group Recommendation

Technical Working Group

Operations Working Group

Cost per unit

Total Cost

Recommended Funding Source

Impact to Funding Source

Beneficiaries of Expenditure

Expenditure Request



PCWIN Form 306-A

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Total Cost

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Impact to Funding Source

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PCWIN Form 306-A

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Impact to Funding Source

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Expenditure Request



PCWIN Form 306-A

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Working Group Recommendation

Technical Working Group

Operations Working Group

Cost per unit

Total Cost

Recommended Funding Source

Impact to Funding Source

Beneficiaries of Expenditure

Title: **System and Equipment Security Policy**

Index: 104-A

Effective Date: July 1, 2014

Revision/Date: 0

Author: Ben Goff, Deputy Director Pima County Department of Transportation

1. Purpose

- a. The purpose of this document is to provide general policy guidance for PCWIN system and equipment security

2. Background

- a. Because IT networks are vulnerable to attack specific precautions must be taken to ensure that risk to the PCWIN network and equipment is mitigated to the maximum extent practical.
- b. Errors, in addition to malice, can create system failures that require prompt recovery and restoration of normal operations. A robust security environment will assure that only appropriately qualified persons, software systems and devices can access the PCWIN network.

3. Policy Statement

- a. Technical system information which could compromise system security is considered confidential and is not to be released to personnel who do not have a legitimate and appropriate need. Transfer of such technical information shall be accompanied by a release from the responsible owning entity and a receipt from the person to whom the technical information is provided.
- b. Network equipment is allocated to specific agencies on the system and shall not be altered by another entity without the responsible agency's knowledge and consent. Alterations require the consent of the Network Managing Member prior to implementation. Alteration includes over-the-air modifications to individual unit programming.
- c. Agencies are responsible for maintaining positive control over PCWIN equipment. Inventories of unassigned equipment shall be conducted regularly. Status of assigned equipment shall be confirmed at least annually.
- d. Additions or alterations to PCWIN software will only be allowed with the prior approval of the Network Managing Member. In general, software modifications will only be made by staff of the Network Managing Member or vendors operating under their supervision. All software documentation must be provided to the Network Managing Member in advance of software alteration or installation.
- e. The Network Managing Member is responsible for system security. A Security Protocol will be published and distributed to all PCWIN participating agencies.

- f. Any facility (tower sites and facilities) will be kept secure and access will be coordinated with the Network Managing Member. All site access shall be logged with person(s), date, time and purpose.
- g. Network Managing Member shall provide passwords to protect system and subsystem equipment, for the purpose of preventing unauthorized access. Specifications for required password forms and expiration intervals will be contained in the Security Protocol.
- h. External devices (computers, modems, routers, external drives, iPhones, etc.) shall not be connected to the system network without the prior approval of the Network Managing Member.
- i. Tower site access lists will be kept up to date, including vendor support staff. Site access lists will be honored. A person will be denied unsupervised access to a site using an access list if the person is not designated on the list for the site.
 - i. Undesignated staff at equipment locations must be under the supervision of authorized staff.
 - 1. Agency owned sites shall control and restrict access
 - ii. Notifications of urgent staff changes, such as discharged employees or cancelled vendor contracts will be immediately forwarded to the Network Managing Member. Likewise the Network Managing Member will notify clients of personnel changes that affect access to a site.
 - iii. Specifics for monitoring site access alarms are at the respective site owning agency's discretion. However, at a minimum all access alarm events shall be logged.
 - iv. Site access shall not be unreasonably denied to agency support staff, which is responsible for maintaining equipment located at that site.

4. Applies to

- a. All users of the PCWIN digitally trunked radio system

5. Supporting Rules

- a. 101-C Confidentiality Policy
- b. 102-C Lost / Compromised Radio Policy
- c. 202-B Lost / Compromised Radio Procedure
- d. 103-B Approved Subscriber Equipment
- e. 104-B Encryption Management Policy

6. Conditions for Exemption or Waiver

- a. None

New Member Application



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Applicant's Use:

Organization Name

Organization Address

Point of Contact

POC Email Address

POC Phone Number

Organization Type

Will PCWIN be your primary means of communication?

Is your agency being sponsored by a PCWIN member?

Name of PCWIN Sponsoring Agency

If applicable, is the Sponsoring Agency providing radios for your use?

What level of participation do you anticipate on PCWIN

Daily

Weekly

Monthly

Will you use another agency's talkgroups to communicate on PCWIN?

Will you require the establishment of talkgroups for your agency's use?

Will any of those talkgroups require encryption?

If applicable, how many talkgroups will you require?

Clear Voice Recorded Encrypted

How many radios do you plan to use on the PCWIN Network?

Portables Mobiles Consoles

Are your agency's radios programmed to use Over The Air Programming/Rekeying?

OTAP OTAR

What make and model of radio equipment do you wish to program on the PCWIN network?
(currently only Motorola products are permitted to connect to PCWIN)

How many radio transmissions does your agency average per hour?

What is the average length of your agency's radio transmissions?

Will your agency be connected to another network with the same radios?

Briefly describe the network

Will your agency require the dispatch services of a PCWIN agency?

What date would your agency like to begin using PCWIN?

Please provide a brief statement of your agency's Concept of Operations on the PCWIN Network

Comments (Special Requirements)

Signature/Date

PCWIN Staff Use:

Network Impact

Expected Site Affiliations

Will the Applicant's
Concept of
Operations Require
Additional
Infrastructure?

Additional
Required
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Locations

Will there be special
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Explain

What are the applicant's
programming requirements?

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OTAR
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Talkgroup Creation

What PCWIN talkgroups will need to
be programmed?

Have the requested PCWIN
agencies given permission to
program the applicant's radios?

Which PCWIN Agencies have
granted talkgroup sharing
permission?

Fiscal Impact:

Does the Applicant offer any potential revenue? (explain)

Does the Applicant offer any potential cost savings? (explain)

What costs to PCWIN will the cooperative incur by permitting the Applicant's inclusion on the network?

What O&M burden will the Applicant be expected to pay? (Explain)

What additional fees is the Applicant expected to pay?

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- Maintenance Agreement Fee
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- Advanced Application Research/Processing Fee

Total fees incurred with this application

Overall Recommendation:

What is the PCWIN staff's recommended level of participation for the Applicant?

(refer to page 14 of the Sept 12 PCWIN Business Plan for guidance)

Operations Working Group recommendation

Date

Technical Working Group recommendation

Date

What is the Applicant's recommended "Go-Live" date?

If applicable, what is the termination date of the Applicant's PCWIN network connection?

What is the Applicant's code plug?

Further Comments

Executive Director Signature / Date

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