

**NOTICE/AGENDA OF PUBLIC MEETING
PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS MEETING
February 18, 2016**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **PIMA COUNTY WIRELESS INTEGRATED NETWORK (PCWIN) BOARD OF DIRECTORS** and to the general public that the Board of Directors will hold a meeting on **Thursday, February 18, 2016 beginning at 9:00 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 Nicole Burdette at (520) 724-9320. Requests should be made as early as possible to allow time to arrange the accommodation.

- 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 November 19, 2015 Board Meeting
- III. INTRODUCTION OF NEW BOARD MEMBERS** John Voorhees
Information
The Executive Director will introduce new members of the PCWIN Board of Directors:

Ms. Joyce Garland representing the City of Tucson, replacing Mr. Ron Lewis.

Chief Cheryl Horvath representing Mountain Vista Fire District.
- IV. EXECUTIVE DIRECTOR'S REPORT** John Voorhees
Information &
Direction to Staff
The Executive Director will brief the Board on the following topics:

A. SPECIAL REVENUE FUND UPDATE
Pima County Finance will brief the Board on the FY 15/16 Special Revenue Fund 2nd quarter.

B. PCWIN STATUS UPDATE
The Board will be briefed on the progress of the working groups and pertinent network activities:
1. OWG Update
2. TWG Update
3. Network Update

C. NETWORK CAPACITY EXPANSION
The Board will be briefed on discussions to date.

D. INTEROPERABILITY UPDATE
The Board will be briefed on interoperability discussions in the Subcommittee Working Group.

- V. AGENCY HANDBOOK UPDATE** John Voorhees
Motion
- The Executive Director will brief the Board and seek approval of the following policy:
- 106-B: Notification of System Activities
- VI. MEMBERSHIP AND PARTICIPANT UPDATE** John Voorhees
Information
- The Executive Director will brief the Board on Northwest Hospital's addition of the Vail Emergency Center.
- VII. PCWIN SITE SECURITY CAMERAS UPDATE** Anthony Casella
Information
- Mr. Anthony Casella will provide an update on the security camera pilot project.
- VIII. EXECUTIVE COMMITTEE NEW MEMBER NOMINATION** John Voorhees
Motion
- The Executive Director will seek approval for the nomination of Chief Karl Woolridge as the new member of the Executive Committee replacing Chief Wilson.
- IX. NEW BUSINESS – ITEMS FOR FUTURE BOD AGENDAS** John Voorhees
Information
- Members may propose agenda items for future Board of Directors Meetings.
- X. CALL TO THE PUBLIC** John Voorhees
**Information &
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.
- XI. DATE/TIME/LOCATION OF PROPOSED BOARD OF DIRECTORS MEETINGS** Board
Information
- The next Board of Directors Meeting is scheduled for Thursday, May 26, 2016. The meeting will begin at 9:00 a.m., and held at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, AZ, Conference Room 308.
- XII. ADJOURNMENT** Board
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) 724-9320.

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
(PCWIN)
BOARD OF DIRECTORS MEETING**

Pima Emergency Communications Operations Center
3434 E. 22nd Street
Thursday, November 19, 2015

SUMMARY OF MEETING

I. CALL TO ORDER AND ROLL CALL
Chief Doug Chappell, Drexel Heights Fire District

Chief Chappell called the meeting to order at 9:07 am. Roll call was executed by Nicole Burdette, PCWIN Administration.

Members Present

Drexel Heights Fire District, Chief Doug Chappell (Chair)
Oro Valley Police Department, Chief Daniel Sharp (Vice Chair)
City of Tucson Representative, Ron Lewis
Corona de Tucson Fire District, Captain Todd Cupell
Golder Ranch Fire District, Assistant Chief Tom Brandhuber
Green Valley Fire District, Chief Chuck Wunder
Mountain Vista Fire District, Chief Darin Reid
Northwest Fire District, Assistant Chief Scott Hamblen
Pascua Yaqui Tribe, Chief Andre Matus
PCWIN Executive Director, John Voorhees (Non-Voting)
Pima Community College DPS, Commander Michelle Nieuwenhuis
Pima County Representative, Jan Leshar
Rincon Valley Fire District, Chief Jayme Kahle
Sahuarita Police Department, Chief John Noland
University of Arizona Police Department, Assistant Chief Keith Brittain

Members Absent

Avra Valley Fire District
City of South Tucson Police Department
Picture Rocks Fire District
Sabino Vista Fire District
Tanque Verde Valley Fire District
Three Points Fire District
Tucson Country Club Estates Fire District

Participating Attendees:

Rick Brown, PCWIN Wireless Services, Chairman, Technical Working Group
Matt Fenton, University of Arizona Police Department, Chairman, Operations Working Group
Andy Welch, Pima County Finance

II. APPROVAL OF MEETING SUMMARY
Chief Doug Chappell, Drexel Heights Fire District

The Chairman called for comments on the November 19, 2015 Board Meeting Summary and heard none. It was moved by Chief Kahle, seconded by Ms. Leshar and unanimously carried to approve the Minute Summary.

III. EXECUTIVE DIRECTOR'S REPORT
Mr. John Voorhees, PCWIN Executive Director

A. SPECIAL REVENUE FUND UPDATE

Mr. Andy Welch, Pima County Finance, presented the Special Revenue Fund Report for FY 15/16, 1st quarter ending September 30, 2015.

Balance Sheet Summary:

- Total Assets – \$2.19M
- Total Liabilities – \$495,106
- Total Fund Balances – \$1.694M

Revenue and Expenditures Summary:

- Revenue – \$730,000
- Expenditures – \$438,000
 - Most significant were employee compensation and general administrative expenditures.
- Net Change – \$ 291,000
- Fund Balance at End of Period – \$1.694M

Revenue and Expenditures major line item analysis:

- Revenue – Internal and external charges for services.
- Expenditures – Employee compensation (majority from the IT unit).
- General Administrative – Two largest expenditures were leases and rentals, and County administrative overhead.
- Consultant and Professional Services – Software maintenance and support.

Budget and Actuals Summary:

- Prorated budget for the first quarter to compare against the adopted budget.
- Prorated budget indicates slightly more revenue and considerably less expenditures.
- Variance was significant so far this year.

Budget and Forecast Summary:

- Forecast showed slightly more revenue.
- Expenditures should be less.
- There was a large variance for repair and maintenance which was the result of moving the City of Tucson contract to the general administrative line.
- Net fund balance projected to be higher than what was anticipated in the budget.

Mr. Voorhees explained that the \$200,000 overage in expenditures was because the Motorola SUA II post warranty service payment had not been paid.

B. PCWIN STATUS UPDATE

Mr. Voorhees asked the Chairs of the OWG and TWG to give their respective reports.

1. OWG Update

Mr. Matt Fenton, University of Arizona Police, OWG Chairman

Mr. Fenton provided the following update on activities in the OWG:

- Maintenance Provider Measures of Effectiveness procedure was reviewed and approved.
- A subcommittee was established to address interoperability solutions. Discussions would include: NIFOG and mutual aid channels, some aspects of reprogramming, OEM support capabilities and VHF/UHF supplement.
- The use of interoperability channels for mixed agencies training was discussed. It was agreed that LE 6, Fire 6 and Public Works 6 would be designated training channels.

- UAMC's (Banner Health) request to connect their Carepoint system (console) to PCWIN was reviewed and approved.

2. TWG Update

Mr. Rick Brown, Pima County Wireless Services, TWG Chairman

Mr. Brown provided the following update on activities in the OWG:

- The following policy and procedures were discussed and revised:
 - *Reporting System Issues Policy*
 - *Notification of System Activities Procedure*
 - *Reporting Network and Equipment Issues/Problem Escalation and Management Procedure*
 - *Encryption Management User Guide*
- Membership applications for Southern Arizona V.A., Pinal County Sheriff, and Nursewise were reviewed and approved.
- SAFER-C CCGW request and North Simulcast capacity concerns were discussed.
- UAMC's (Banner Health) request to connect their Carepoint system (console) to PCWIN was reviewed and approved.
- Network Managing Member Measures of Success: established response times and 12 key measures of success. These will be presented to the Board at future meetings.
- Rebanding progress was reviewed.

3. NETWORK UPDATE

Mr. Rick Brown, Pima County Wireless Services

Rebanding

- Approximately 6000 radios rebanded; 1500 remained.
- Should be completed mid-December.
- Missed radios would be rebanded on December 17th and 18th.
- Infrastructure rebanding projected for June-July 2016.
- Second touch anticipated for December 2016.
- Mr. Brown was working with Sprint and the Transition Authority to determine ways to get frequencies on the air as they are released.

Network Outage

Severe weather in the Arivaca area on October 17th caused the microwaves at the site to lose their programming. Multiple agencies worked together to provide interim communications until the problem was resolved. The outage lasted approximately 18 hours.

Going forward, staff would work on ways to improve notifications and refine coordination for these types of outages.

APX6000XE Cracked Cases

- Motorola was ready to start the replacement process.
- Spares would be sent in first to evaluate turnaround time.
- Motorola was not planning on providing spare radios.

C. INTEROPERABILITY UPDATE

Mr. John Voorhees, PCWIN Executive Director

FirstNet

As part of the process of implementing FirstNet throughout the nation, each state would have a Federal Consultation that was originally intended to be an in-depth discussion on the plan for each state; instead, the consultation was a conceptual briefing.

Intent

- Work with existing providers for site development
- Leverage existing infrastructure – they will eventually approach PCWIN.
- Mr. Voorhees advised FirstNet that it was the desire of PCWIN to deal with FirstNet on an individual agency basis.
- Mr. Voorhees attended meetings for information gathering only.

Revenue

- Majority will be from selling frequencies within the spectrum.
- \$7B cash infusion from federal government.
- Fees for service- uniform throughout the country.

Opting-Out

- The Governor can opt-out of the program; however, Arizona would then have 180 days to design its own data network or show that it had a federal interoperability data network that would reach throughout Arizona.
- Ultimately, Arizona will either have a federal data network or state data network.

Interoperability Discussions:

Interoperability discussions have focused on how to communicate with non-PCWIN agencies. The subcommittee will address three phases of interoperability:

- Emergent
 - Optimize NIFOG frequencies
 - Leverage existing system UHF/VHF systems
- Sustained
 - OEM Resources: cache radios, TOAD, ACU 1000 equipment
 - Educate PCWIN community: TICP and written guidance
- Future
 - Zone programming during 2nd touch

IV. FY 16/17 SPECIAL REVENUE FUND DRAFT BUDGET PROPOSAL Mr. John Voorhees, PCWIN Executive Director

Mr. Voorhees directed Members to the draft budget proposal for FY16/17. He highlighted the following items on the budget spreadsheet:

- Items colored in peach were not yet confirmed but should be about 90% accurate.
- Repair & Maintenance Machinery and Equipment: Logicalis Microwave maintenance- Wireless staff requested a contract with Logicalis for maintenance of the microwave system. Because there was staff dedicated to microwave maintenance, a lower tier support contract for \$16,000 was elected. With the approval of this budget, the contract would be pursued.
- Graduated 2-3% increases for expenses going forward.
- FY16/17 would run a deficit to normalize annual fee rates and reduce fund balance.
- The Executive Committee elected to establish an Infrastructure Replacement Fund and invest \$300,000 this year and use the remaining balance to hold rates down.

Chief Kahle asked if future budgets would contribute to the replacement fund. Mr. Voorhees replied that savings from fund balances in future years would likely be invested in the fund.

Motion: Chief Sharp moved to approve the recommended Special Revenue Fund FY16/17 budget with the understanding that some of the numbers may be adjusted. Motion seconded by Mr. Lewis and unanimously carried.

V. NETWORK CAPACITY DISCUSSION
Mr. John Voorhees, PCWIN Executive Director

Mr. Voorhees explained that the Business Plan recommended that a network impact study be done any time a current or new member increased participation by more than 10 percent. SAFER-C's request was the first to meet that criterion.

Chief Wilson prepared a network impact study to evaluate the impact of SAFER-C's request on the network. The study forecasted that, regardless of increased participation by SAFER-C, there were some capacity issues on the North Simulcast.

Mr. Voorhees emphasized that there was plenty of capacity on the network. However, during a notional busy hour/busy day, worst case scenario (e.g. simultaneous flooding, massive car wreck on I-10 and law enforcement issue) the grade of service on the North Simulcast would be 10 percent, which exceeded the requested one percent. This would create a significant number of busies on the network. Similarly, Bigelow and Keystone would also exceed the one percent grade of service.

Mr. Voorhees, referencing the analysis, explained that the North Simulcast had eight talk paths available, all of which would be used during the busy hour/busy day scenario. One possible solution would be to add one additional radio to North Simulcast (one radio provides two talk paths) to North Simulcast which would bring the grade of service down to 1.6 percent, thereby significantly reducing risk.

Per a quote from Motorola, it would cost approximately \$200,000 for all the equipment needed to increase capacity on the North Simulcast. This was a rough estimate based on undiscounted numbers. A better estimate would be available in February.

Mr. Voorhees reiterated that this analysis assumed a worst case scenario and there were no capacity issues at present.

Discussion and Comments:

Chief Noland asked what the term *busies* equates to. Mr. Voorhees explained that when a user pushes to talk and there are other assets competing, they will get bumped from the system until there is an open talk path. Depending on network saturation, the wait time to talk could be a second or two. In the scenario discussed, a 10 percent grade of service would mean 10 percent of calls could experience a one second delay.

Chief Kahle questioned why the current system didn't meet the needs. Mr. Voorhees replied that in the RFP, it was assumed that transmission time would be approximately 3.8 seconds but in reality it was actually 10 seconds. Motorola met the requirements in the RFP but the system was not being used with the same assumptions.

Chief Kahle asked what a busy hour/busy day looked like and how often it would occur and Mr. Voorhees replied that it had not happened yet but may be similar to the January 8th shootings and simultaneous flooding.

Chief Wilson clarified that for the RFP, it was assumed that busy hour/busy day meant all radios were registered on the network simultaneously. For this particular analysis, it was assumed that all fire radios, 50 percent of law enforcement radios and the majority of Public Works radios would be registered on the network.

Chief Sharp thanked Chief Wilson for the initiative and hard work.

Chief Wunder asked if the quote from Motorola included just two talk paths or greater capacity. Mr. Voorhees replied that one radio would produce two additional talk paths which would bring the grade of service down to 1.6 percent according to these calculations. This should be sufficient given all the other intangible variables that come along with the scenario.

Chief Matus inquired about the number of Public Works entities on the network. Mr. Voorhees did not know the exact number but radio numbers were in the thousands and they had the potential to affiliate with the North Simulcast. This could be mitigated by instructing Public Works not to use multiple talk groups during a large incident, or through site preference settings.

VI. SAFER-C GATEWAY REQUEST

Mr. John Voorhees, PCWIN Executive Director

Mr. Voorhees stated that SAFER-C was requesting a gateway connection to facilitate dispatch in the northern areas outside PCWIN coverage and for smoother operations in the entire SAFER-C. Their level of participation had been an obstacle in granting this request, but in a memorandum from Chief Brandt and Chief Karrer they committed to purchase and activate additional radios that would constitute full participation in PCWIN.

Mr. Voorhees invited Assistant Chief Scott Hamblen to brief the Board on the request.

Assistant Chief Hamblen referenced SAFER-C's concept of operation (diagram provided) outlining their intended use of the VHF gateway. He explained that most dispatch and emergency operations would be done on the PCWIN system. The gateway would be needed primarily for station alerting, which relied on the VHF system, and for the smaller agencies in the consortium that need support but cannot participate due to limited funding.

On the tactical side, VHF channels were critical during high risk, low volume activities. Some buildings do not have radio coverage, so the ability to use VHF tactical channel at the scene was critical and the gateway would be needed to get those transmissions back to the alarm room.

Also included in the concept of operations was a breakdown of call volume. The three small agencies generate about 11.5 percent of the call volume using VHF. The rest of the traffic was handled in the PCWIN coverage area, and of that, two to three percent was high risk or in-building

In summary, two permanent patches were being requested: the F2 dispatch channel and F3 medical channel. The remaining channels would be patched as needed.

Discussion and Comments:

Chief Sharp commented that the idea behind PCWIN was interoperability and partnering with these three fire agencies was important to law enforcement. Chief Sharp moved to approve the concept of operations. Motion seconded by Chief Wunder.

Motion: Chief Chappell noted that there was a motion by Chief Sharp, seconded by Chief Wunder to approve SAFER-C's request for a CCGW. He called for any further discussion.

Chief Kahle asked Assistant Chief Hamblen why SAFER-C couldn't dispatch through PCWIN. He replied that the majority of SAFER-C fire stations installed systems that were alerted over a network and the VHF system was needed as a back-up. In addition, some stations don't have network alerting and must use the VHF system.

Chief Kahle asked why it had to be VHF. Mr. Kuhn, Tucson Fire Communications, briefly explained how the City of Tucson's system worked and noted that VHF would be used as backup for SAFER-C because it was already in place.

Chief Wilson added that the simple issue was that the three small agencies in SAFER-C can only receive dispatch on VHF, therefore, that connection was needed to be able to provide dispatch services to them without negatively affecting the larger districts.

Motion: Chief Chappell called for a vote. Motion unanimously carried to approve SAFER-C's request for a conventional channel gateway connection to PCWIN.

VII. MEMBERSHIP AND PARTICIPANT UPDATE

Mr. John Voorhees, PCWIN Executive Director

- A. Nursewise – Nursewise assumed responsibility for the Pasadera Behavioral Health Network contract for the mobile acute crisis (MAC) teams. The application requested participation as interoperability participant in the same manner as Pasadera. They were currently using loaned radios which they would eventually purchase from Pasadera. The application also requested one additional subscriber unit. It was anticipated that the relationships with the agencies would remain the same including the level of access to talk groups.

Motion: Ms. Leshar moved to approve the Nursewise application for participation as an Interoperability Participant. Motion seconded by Chief Sharp and unanimously carried.

- B. Pinal County Sheriff's Office – Pinal County Sheriff's Office purchased numerous dual band radios and would like to have interoperability with Pima County agencies along their borders in the event of an incident requiring PCWIN and Pinal County agencies to respond in mutual support. Their application for interoperability participation requested access to COMMONs 9-16 for all sheriff deputies (610 radios) so that every deputy would have the ability to respond to an incident if needed.

Mr. Voorhees added that he warned Pinal County that the system was only to be used in support of PCWIN. If used outside the intent (i.e. support of Pima County), they would be disconnected or charged a fee for service.

Chief Sharp added that when they build out their system there could be a benefit to PCWIN and establishing the partnership now would be wise.

Chief Noland asked if Pinal County was building a PCWIN type system. Mr. Voorhees replied that they were currently in the process of building a 700 or 800 MHz system for the Sheriff's office only but may expand to include all of Pinal County in the future. As they build out their infrastructure, there may be a way to leverage capacity to help Golder Ranch in their CON in addition to other mutual opportunities.

Motion: Chief Sharp moved to approve the Pinal County Sheriff's Office application for participation as an Interoperability Participant. Motion seconded by Chief Chappell and unanimously carried.

- C. Southern Arizona V.A. Healthcare System – The initial application requested participation as an EMS Participant but the language in the IGA was an issue for the Federal government, so a new application for interoperability participation was submitted to avoid the need for an IGA.

The Executive Committee rejected the application and requested that the V.A. reapply for EMS participant status, and that the language be amended in the IGA to satisfy the federal government. The IGA was amended, approved by the County Attorney, and was being reviewed by the V.A.'s legal department. The application requested a total of 10 radios to be used by both campus law enforcement and the emergency room.

Motion: Ms. Leshar moved to approve the Southern Arizona Veterans (V.A.) Healthcare System application for participation as an EMS participant. Motion seconded by Mr. Lewis and unanimously carried.

VIII. EXECUTIVE COMMITTEE NEW MEMBER
Mr. John Voorhees, PCWIN Executive Director

In accordance with the Business Plan, all new members of the PCWIN Executive Committee must be approved and ratified by the Board of Directors. The City of Tucson has an enduring member on the Executive Committee that was formally occupied by Captain David Azuelo. The City of Tucson (via letter from Chief Villaseñor) and the Executive Committee recommended Assistant Chief Carla Johnson of the Tucson Police Department to replace Captain David Azuelo on the Executive Committee.

Motion: Mr. Lewis moved to approve the nomination of Assistant Chief Carla Johnson as the new Executive Committee member representing the City of Tucson. Seconded by Chief Sharp and unanimously carried.

IX. EXECUTIVE COMMITTEE & BOARD OF DIRECTORS MEETING SCHEDULE FOR 2016
Mr. John Voorhees, PCWIN Executive Director

Mr. Voorhees stated that the proposed schedule was in accordance with the intent and requirement of the Business Plan to conduct regular meetings. The Board of Directors would meet quarterly and the Executive Committee would meet every other month.

Motion: Chief Sharp moved to approve the Executive Committee and Board of Directors meeting schedule for 2016. Seconded by Chief Wunder and unanimously carried.

X. NEW BUSINESS – ITEMS FOR FUTURE BOARD AGENDAS

Mr. Voorhees would add items to include the North Simulcast capacity issue, site security camera progress and a final budget.

XI. CALL TO THE PUBLIC

Chief Chappell asked the audience if anyone wanted to address the Board.

Mr. Jamie Clark, Banner University Medical Center asked for verification that UAMC's request to connect their Carepoint system to PCWIN was approved. Mr. Voorhees confirmed.

XII. DATE/TIME/LOCATION OF BOARD OF DIRECTORS MEETINGS

The next Board of Directors meeting was scheduled for **Thursday, February 18, 2016**. The meeting would begin **at 9:00 a.m.**, and held at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, AZ, Conference Room 308

XIII. ADJOURNMENT

Motion: Chief Sharp moved to adjourn the meeting. Seconded by Chief Chappell and unanimously carried. 10:25 am

From: [Cheryl Horvath](#)
To: [John Voorhees](#)
Subject: Board of Directors contact for MVFD
Date: Saturday, January 16, 2016 12:16:11 PM

Hi John,

We are working on the MVFD contacts you requested and should have a letter to you soon. In the meantime, can you add me as the contact for the Board of Directors? I will plan on attending the next meeting.

Thank you for your help

Cheryl Horvath, Fire Chief
Mountain Vista Fire District
(520)609-7918 (cell)



CITY OF
TUCSON

OFFICE OF THE
CITY MANAGER

January 11, 2016

John Voorhees
Executive Director, PCWIN
Pima County Emergency Communications Center
3434 East 22nd Street
Tucson, AZ 85713-2353

Subject: Letter of Appointment to PCWIN Board of Directors

Dear Mr. Voorhees:

The City of Tucson is replacing its primary representative and alternate on the PCWIN Board of Directors as follows:

Joyce Garland, Assistant City Manager, joyce.garland@tucsonaz.gov, 520-791-4204 replaces the retiring Ron Lewis as our primary voting member.

Chief Chris Magnus, Tucson Police Department, chris.magnus@tucsonaz.gov, 520-837-7718 replaces retiring Chief Roberto Villasenor as our alternate voting member.

Please contact Ms. Garland with any questions.

Sincerely,

Ronald C. Lewis
Assistant City Manager

cc:

Joyce Garland, Budget and Internal Audit Director
Christopher Magnus, Police Chief
Monica Perez, Management Assistant to City Manager
Kristi Ringler, Police Administration Executive Assistant
Carla Johnson, Police Captain
Jim Critchley, Fire Chief
David Scheuch, Information Technology Director
Joan Stauch, General Services Director

PCWIN Briefing

For the Period Ended
December 31, 2015

PCWIN – Balance Sheet

December 31, 2015

	Special Revenue Fund	Infrastructure Replacement	Total
Assets			
Cash and cash equivalents	\$ 1,169,728	\$ 300,000	\$ 1,469,728
Interest receivable	818		818
Due from other governments	17,028		17,028
Accounts receivable	3,238		3,238
Inventory	181,123		181,123
Prepaid expenditures	423,168		423,168
Total assets	<u>1,795,103</u>	<u>300,000</u>	<u>2,095,103</u>
Liabilities and fund balances			
Liabilities			
Accounts payable	3,407		3,407
Employee compensation	26,297		26,297
Unearned revenue	412,622		412,622
Total liabilities	<u>442,326</u>		<u>442,326</u>
Fund balances			
Nonspendable	604,291		604,291
Assigned	748,486	300,000	1,048,486
Total fund balances	<u>1,352,777</u>	<u>300,000</u>	<u>1,652,777</u>
Total liabilities and fund balances	<u>\$ 1,795,103</u>	<u>\$ 300,000</u>	<u>\$ 2,095,103</u>

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Period Ended December 31, 2015

	Special Revenue Fund	Infrastructure Replacement	Total
Revenues:			
Charges for services	\$ 1,415,898		\$ 1,415,898
Investment earnings	4,910		4,910
Miscellaneous	32,386		32,386
Total revenues	1,453,194		1,453,194
Expenditures:			
Employee compensation	474,051		474,051
General and administrative	230,619		230,619
Operating supplies and services	28,038		28,038
Repairs and maintenance	438,252		438,252
Consultants and professional services	33,272		33,272
Total expenditures	1,204,232		1,204,232
Excess of revenues over expenditures	248,962		248,962
Other financing sources (uses):			
Intrafund transfers in (out)	(300,000)	\$ 300,000	
Total other financing sources (uses)	(300,000)	300,000	
Net change in fund balance	(51,038)	300,000	248,962
Fund balance at beginning of year	1,403,815		1,403,815
Fund balance at end of period	\$ 1,352,777	\$ 300,000	\$ 1,652,777

Statement of Revenues, Expenditures and Changes in Fund Balance

Major Line Items Analysis

For the Period Ended December 31, 2015

Revenues:			(1) Revenues: Charges for services		
Charges for services	\$ 1,415,898	(1)	General government fees revenue - (external)	\$	812,790
Investment earnings	4,910		Interdepartmental revenue - (internal)		603,108
Miscellaneous	<u>32,386</u>			<u>\$</u>	<u>1,415,898</u>
Total revenues	<u>1,453,194</u>		(2) Expenditures: Employee compensation		
Expenditures:			PCWIN Unit 0876	\$	120,629
Employee compensation	474,051	(2)	PCWIN-IT Unit 2330		<u>353,422</u>
General and administrative	230,619	(3)		<u>\$</u>	<u>474,051</u>
Operating supplies and services	28,038		(3) Expenditures: General and administrative		
Repairs and maintenance	438,252	(4)	Training and travel	\$	1,619
Consultants and professional services	<u>33,272</u>	(5)	Postage & freight		536
Total expenditures	<u>1,204,232</u>		Leases & rental		62,870
Excess of revenues over expenditures	<u>248,962</u>		Interdepartmental supplies & services		3,247
Net change in fund balance	<u>248,962</u>		County administrative overhead		78,290
Fund balance at beginning of year	<u>1,403,815</u>		Telephone & internet		23,798
Fund balance at end of period	<u>\$ 1,652,777</u>		Electricity		22,888
			Motor pool charges		24,915
			Computer hardware/software		12,036
			Other miscellaneous charges		<u>420</u>
				<u>\$</u>	<u>230,619</u>
			(4) Expenditures: Repairs and maintenance		
			R&M machinery and equipment services (Motorola: six months)	\$	438,177
			R&M building services		75
				<u>\$</u>	<u>438,252</u>
			(5) Expenditures: Consultants and professional services		
			Accounting and auditing services	\$	4,000
			Software & maintenance support (Insight Public Sector)		29,272
				<u>\$</u>	<u>33,272</u>

Statement of Revenues, Expenditures and Changes in Fund Balance

For the Period Ended December 31, 2015

	Fiscal Year 2015-16 to Date			Variance
	Adopted Budget	Prorated Budget	Actual to Date	Budget to Actual
Revenues:				
Charges for services	\$ 2,781,108	\$ 1,390,554	\$ 1,415,898	\$ 25,344
Investment earnings	2,403	1,202	4,910	3,708
Miscellaneous	63,916	31,958	32,386	428
Total revenues	2,847,427	1,423,714	1,453,194	29,480
Expenditures:				
Employee compensation	1,165,551	582,776	474,051	108,725
General and administrative	677,555	338,778	230,619	108,159
Operating supplies and services	290,615	145,308	28,038	117,270
Repairs and maintenance	885,655	442,828	438,252	4,576
Consultants and professional services	41,000	20,500	33,272	(12,772)
Total expenditures	3,060,376	1,530,190	1,204,232	325,958
Excess (deficiency) of revenues over (under) expenditures	(212,949)	(106,476)	248,962	355,438
Net change in fund balance	(212,949)	(106,476)	248,962	355,438
Fund balance at beginning of year	1,766,827	1,766,827	1,403,815	(363,012)
Fund balance at end of period	<u>\$ 1,553,878</u>	<u>\$ 1,660,351</u>	<u>\$ 1,652,777</u>	<u>\$ (7,574)</u>

Statement of Revenues, Expenditures and Changes in Fund Balance Budget and Forecast

For the Year Ended June 30, 2016

	Adopted Budget	Forecast	Variance
Revenues:			
Charges for services	\$ 2,781,108	\$ 2,834,568	\$ 53,460
Investment earnings	2,403	9,820	7,417
Miscellaneous	63,916	65,611	1,695
Total revenues	<u>2,847,427</u>	<u>2,909,999</u>	<u>62,572</u>
Expenditures:			
Employee compensation	1,165,551	943,491	222,060
General and administrative	677,555	481,829	195,726
Operating supplies and services	290,615	188,932	101,683
Repairs and maintenance	885,655	1,125,019	(239,364)
Consultants and professional services	41,000	36,931	4,069
Total expenditures	<u>3,060,376</u>	<u>2,776,202</u>	<u>284,174</u>
Excess (deficiency) of revenue over (under) expenditures	<u>(212,949)</u>	<u>133,797</u>	<u>346,746</u>
Net change in fund balance	(212,949)	133,797	346,746
Fund balance at beginning of year	<u>1,766,827</u>	<u>1,403,815</u>	<u>(363,012)</u>
Fund balance at end of period	<u>\$ 1,553,878</u>	<u>\$ 1,537,612</u>	<u>\$ (16,266)</u>

Title: Notification of System Activities Policy

Index: 106-B

Effective Date: November 20, 2015

Revision/Date: 0

Author: Ross Adelman/City of Tucson Facilities and Communication Maintenance

Owner: Technical Working Group (TWG)

1. Purpose

- a. The purpose of this policy is to establish the requirement for notification to Pima County Wireless Integrated Network (PCWIN) member agencies of scheduled and unscheduled service activities to the physical facilities or network infrastructure that have potential operational impact.

2. Background

- a. The operational stability of PCWIN may be affected when the configuration of a communications facility or a PCWIN radio system hardware or software component is altered. Proper notification of scheduled and unscheduled service affecting maintenance activities will allow member agencies time to make necessary preparations.

3. Policy Statement

- a. The PCWIN member agencies will be properly notified of any scheduled and unscheduled service affecting maintenance activities that have potential impact to the operational capabilities of the network or the subscriber's usage of the system
- b. Service affecting maintenance activities related to PCWIN infrastructure will be coordinated by the approved PCWIN maintenance providers and will require notification of the member agencies.
 - i. Approved PCWIN Maintenance Providers are:
 1. PCWIN Wireless Services, hours 07:00-17:00 and Pima County ITD (Information Technology Department) NOC (Network Operations Center), hours 17:00-07:00, both contacted at (520)724-7200 and PCWIN@pima.gov.
 2. COT (City of Tucson) Communications Maintenance, hours 07:00-16:30 contacted at (520)791-3121 and COT Operations Dispatch, hours 16:30-07:00 contacted at (520)791-4803.
- c. The Network Managing Member is responsible for notifying the affected member agencies of scheduled and unscheduled service affecting maintenance activities
 - i. At least forty-eight (48) hours advance notice to the PCWIN Member agencies will precede any scheduled PCWIN service affecting maintenance activity
 - ii. Any service affecting maintenance activity performed on PCWIN not preceded by forty-eight (48) hour notice will be considered unscheduled maintenance.

- d. Member Agencies are responsible for communicating scheduled and unscheduled PCWIN maintenance activities to their respective agencies and, if necessary, their respective dispatch centers
- e. PCWIN Member agencies, maintenance providers or contractors are responsible for notifying the NOC prior to and at the conclusion of any entry to a PCWIN facility. The Network Managing Member is responsible for posting the PCWIN NOC notification number at all PCWIN sites.
- f. Telephonic notification, where available, is the preferred method of notification. The only other acceptable form of notification is priority email.
- g. At a minimum, the information contained in a notification will consist of:
 - i. A description of the planned maintenance activity.
 - ii. The affected location(s) of the maintenance activity and the anticipated operational impact.
 - iii. The scheduled start and stop time of the maintenance activity.
 - iv. The name of department or organization responsible for performing the maintenance.
- h. The Pima County Network Operations Center (NOC) will be notified prior to maintenance activities that may trigger events that may be service affecting or, if not service affecting, may create a alarm which will be seen by the NOC
 - i. The Network Managing Member will collect and maintain telephone numbers and email addresses for all PCWIN member agencies, including dispatch centers. The NOC will use this contact information for routine and urgent notifications, as appropriate.
 - ii. Each PCWIN agency must have at least two contact phone numbers and e-mail addresses.
 - iii. Each PCWIN agency is responsible for keeping their email addresses up to date.
- i. PCWIN member agency special operations will be considered when scheduling service affecting pre-planned maintenance. When possible service affecting planned maintenance will be delayed until after a special operation is conducted.
 - i. PCWIN Member agencies should notify the NOC or PCWIN Executive Director of critical special operations that may preclude any service affecting maintenance activities or upgrades
 - ii. The PCWIN Executive Director will have the authority to determine whether service affecting maintenance shall be delayed for member special operations.

4. Applies to

- a. All PCWIN radio subscribers. All personnel making modifications and/or repairs to the physical facilities or network infrastructure components

5. Supporting Rules

- a. Reporting System Issues Policy
- b. Service Level Agreements

6. Conditions for Exemption or Waiver

- a. None



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ACData



Pima County Wireless Integrated Network Sites - Security Camera Sites

SITE NAME - NO.	PIMA CO. OWNED SITES	AWD REQUIRED	SOLAR PANELLED POWER	BATTERY	REFUEL	FUEL TYPE	HVAC	ELECTRICAL	POWER PLANT	FIRE EXTINGUISHER	PAINTING	ROOFING (BI-ANNUAL)	DOORS AND LOCKS	RESPONSIBILITY	EXTERMINATOR	FENCING/SECURITY	METER	MAINT./WEED	COMPO LOCK # 2-0-3-5	INDOOR SECURITY CAMERA REQUIRED	OUTDOOR SECURITY CAMERA REQUIRED	NETWORK	FIBER CONNECTION	INSTALL DATE	NOTES
AJOMTN	N	HEL	Y	N	N		N	N	N	Y	N	N	N	N	N	N	N/A	N	N	No	No	NONE	No		
AJOPCSD	Y	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	No	No	COT DPS	No		
ARIVACA - 1 31° 33' 55"N, 111° 20' 40"W	N	N	N	N	N		N	N	N	Y	N	N	N	N	N	N	N	N	Y	No	EXT 1MP-1	MX2800(M1-3), RICI DS1 to Eth, IE3000	No		Gate Lock?
BEACON - 2 10400 N. Silverbell, Marana, AZ 85743	N	N	N	Y1	Y	D	Y1	Y1	Y1	Y1	Y1	Y1	Y1	N	Y1	N	Y1	N	Y	INT 1MP-1	EXT 5MP-1	15310	No		Y1 = Southwest Room Only
BIGELOW - 3 12910 E. Mt. Bigelow Rd, Mt. Lemmon AZ, 85619	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-2	No	15310	No		
CHILDS - 4 5075 N Ajo Gila Bend Hwy, Ajo AZ, 85321	N	N	N	Y	Y	P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	INT 1MP-3	EXT 5MP-2	COT DPS, IE3000	No		
COLORADO	Y	HEL	Y	N	N		N	Y	Y	N	N	N	N	Y	N	Y	N/A	Y	Y	No	No	NONE	No		
CONFIDENCE - 5 32° 41' 33.3"N, 111° 51' 63.4"W	N	Y	N	N	N		Y1	Y1	Y1	Y1	N	N	Y1	N	Y1	N	N	N	N	INT 1MP-4	No	15310	No		Y1 = North Room Only.
EAGLE - 6 6950 S Beehive Ave, Tucson AZ, 85746	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	Y	N	INT 1MP-5	No	15310	No		No exterior camera required per Tony C. email 7/14.
GOLDER - 7 3885 E Golder Ranch Dr, Tucson AZ, 85739	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	Y	INT 1MP-6	No	15310	No		
HAYSTACK - 8 19290 S Mescal Rd, Benson AZ, 85602	N	Y	N	Y1	Y1	D	N	N	Y1	Y1	N	N	N	N	N	N	N	N	N	INT 1MP-7	EXT 5MP-3	MX2800(M1-3), RICI DS1 to Eth, IE3000	No		
JAIL	Y	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N	No	No	15310	No		Y1 = West Room
KEYSTONE, DPS - 9 11785 W McGee Ranch Rd, Sahuarita AZ, 85629	N	Y	N	N	N		N	N	Y	N	N	N	N	N	N	N	N	N	N	INT 1MP-8	No	15310	No		Exterior/Interior OK per DPS email 7/18.
LEMMON, DPS - 10 10190 E Radio Ridge Rd, Mt. Lemmon AZ, 85619	N	N	N	N	N		N	N	Y	N	N	N	N	N	N	N	N	N	Y	INT 1MP-9	No	15310	No		Exterior/Interior OK per DPS email 7/18.
LIBRARY - 11 13370 N Lon Adam Rd, Marana AZ, 85653	Y	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	INT 1MP-10	EXT 1MP-2	MX2800(M1-3), RICI DS1 to Eth, IE3000	No		
MILDRED	N	HEL	Y	N	N		N	N	Y	Y	N	N	N	N	N	N	N/A	N	Y	No	No	NONE	No		
OVDP - 12 11000 N La Canada Dr, Tucson AZ, 85737	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	Y	INT 1MP-11	No	15310	No		
PASCUA - 13 4631 W Calle Torim, Tucson AZ, 857	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-12	EXT 5MP-4	MX2800(M1-3), RICI DS1 to Eth	No	10/9/2014	
PCCPD	N	N	N	N	N		N	N	Y	N	N	N	N	N	N	N	N	N	N	No	No	15310	No		
PECOC	Y	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	No	No	15454 ITD	Yes		
PSTA - 14 10001 S Wilmot Rd, Tucson AZ, 85756	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-13	No	15310	Yes	10/9-10/13	
RVFD1 - 15 8850 S Camino Loma Alta, Vail AZ, 85641	N	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	INT 1MP-14	EXT 5MP-5	15310			
SWAN - 16 4701 N Swan Rd, Tucson AZ, 85718	N	N	N	Y	Y	D	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	INT 1MP-15	EXT 5MP-6	15310	No		
TFD12 - 17 250 S Harrison Rd, Tucson AZ, 85748	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-16	No	15310	Yes		
TFD17 - 18 5270 S Houghton Rd, Tucson AZ, 85747	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-17	No	15454	Yes		
TOPSC - 19 4004 S Park Ave, Tucson AZ 85714	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-18	No	15454	Yes		
TUMAMOC, KUAT - 20 1675 W Anklam Rd, Tucson AZ, 85745	N	N	N	Y1	Y	D	Y2	Y3	Y	Y	Y	N	N	Y	N	N	Y	N	N	INT 1MP-19	EXT 5MP-7	15454	No		Y1 = Tower generator, Cummins ATS, and Kohler ATS Y2 = Units 6, 7, and 8 on N and E walls Y3 = PCWIN Power Panels only
UAPD	N	N	N	N	N		N	N	Y	N	N	N	N	N	N	N	N	N	N	No	No	15310	Yes		
WALKER - 21 4575 West Walker Road, Tucson AZ, 85743	N	N	N	N	N		N	N	Y	Y	N	N	N	N	N	N	N	N	N	INT 1MP-20	No	15310	No		
21 CAMERA SITES	INT 1MP - AXIS P3384-V EXT 1MP - AXIS P3384-VE EXT 5MP - AXIS P3367-VE																			20 - INT 1MP	2 - EXT 1MP 7 - EXT 5MP	29 TOTAL Cameras	12 Sites - INT 1MP 1 Site - EXT 1MP 7 Sites - INT 1MP & EXT 5MP 1 Site INT 1MP & EXT 1MP		

PCWIN SECURITY CAMERA SYSTEM OPINION OF COST							
CENTRAL STORAGE - 21 SITES							
REVISED 062616 JH							
AXIS Camera Equipment							
ITEM	MODEL	DESCRIPTION	QUANTITY	UNIT	PRICE	COST	ANNUAL REOCCURRING COST
1	AXIS P3367-VE	Vandal Resistant 5MP HDTV Dome Camera POE H264 Outdoor	8	EA	\$989.00	\$7,912.00	
2	AXIS P3384-V	Vandal Resistant 1MP HDTV Dome Camera POE H265	20	EA	\$744.44	\$14,888.80	
3	AXIS P3384-VE	Vandal Resistant 1MP HDTV Dome Camera POE H266 Outdoor	1	EA	\$908.89	\$908.89	
4	VITEK VT-IR2/12	Infrared Illuminator 100FT 80DEG BEAM SPD	9	EA	\$192.22	\$1,729.98	
5	AXIS T91B61	Wall Mount	9	EA	\$84.56	\$761.04	
6	AXIS P33-VE	Pendant Kit 5502-321	9	EA	\$44.44	\$399.96	
7	AXIS T8134	High Power Midspan POE Class 3	29	EA	\$146.88	\$4,259.52	
8	AXIS P3367-VE	Vandal Resistant 5MP HDTV Dome Camera POE H264 Outdoor (SPARE)	1	EA	\$989.00	\$989.00	
9	AXIS P3384-V	Vandal Resistant 1MP HDTV Dome Camera POE H265 (SPARE)	1	EA	\$744.44	\$744.44	
10	AXIS P3384-VE	Vandal Resistant 1MP HDTV Dome Camera POE H266 Outdoor (SPARE)	1	EA	\$908.89	\$908.89	
11	AXIS T8124	High Power Midspan POE Class 3 (SPARE)	1	EA	\$146.88	\$146.88	
Vendor - Troxell			TOTAL CAMERA EQUIPMENT			\$36,442.30	
Ancillary Equipment							
1	SPS 12DC3A	12VDC Power Supply 3 AMP (MG Electronics)	10	EA	\$24.00	\$240.00	
2	DTK-MRJPOE	Voice Data Surge Protector (DITEK)	10	EA	\$54.71	\$547.10	
3	CPI 30026-703	19" Filler Panel 3RU Black 1/8" (Chattsworth)	20	EA	\$23.24	\$464.80	
4	CPI 100001-50	4.65" Rack Stand Off Tie Down L-Bracket 5" White Nylon - 50 Units (Chattsworth)	1	EA	\$235.29	\$235.29	
5	RS-0615-F	19" Rack Mount Power Strip 1RU 6 O/L w/15' Cord (Trip Lite)	8	EA	\$54.77	\$438.16	
7	AT150EV-BU	CAT5e 5FT BLU (Allen Tel)	20	EA	\$2.93	\$58.60	
8	AT1510EV-BU	CAT5e 10FT BLU (Allen Tel)	20	EA	\$4.23	\$84.60	
9	6P4P24-BL-P-GCC-TP-CE	CAT6 UTP Plenum Cable 1000' Box (General Cable)	3	EA	\$376.99	\$1,130.97	
Vendor - Graybar			TOTAL ANCILLARY EQUIPMENT			\$3,231.12	
Tower Equipment							
1	SPS 12DC3A	4" Cable Boot w/2-7/8" Holes	18	EA	\$21.01	\$378.18	
TOWER EQUIPMENT						\$378.18	
TOWER LABOR						\$100.00	
TOTAL TOWER LABOR & EQUIPMENT						\$516.91	
Vendor - International Towers							
FM Equipment & Labor							
1	Misc	Misc. Hardware, Wire, and Conduit	1	EA	\$5,000.00	\$5,000.00	
FM EQUIPMENT						\$5,000.00	
FM LABOR						\$18,500.00	
TOTAL FM LABOR & EQUIPMENT						\$23,500.00	
IT Equipment & Software							
1	License	ONSSI Control Software	29	EA	\$410.00	\$11,890.00	
2	VCPU2	Virtual Server RAM 8GB Storage 1.4 TB	1	EA	\$22,680.00	\$22,680.00	
3	Network backhaul	CISCO 3850 w/Smartnet	1	EA	\$13,979.36	\$13,979.36	
4	Network Port	Network Port Cost Per Month - 1 Port Per Camera	29	EA	\$978.75	\$978.75	
TOTAL IT MATERIAL						\$49,528.11	
IT LABOR TO INSTALL ONSSI SW						\$1,595.00	
IT LABOR TO INSTALL NETWORK						\$3,000.00	
TOTAL IT LABOR & EQUIPMENT						\$54,123.11	
CAMERA SECURITY SYSTEM TOTAL COST & TOTAL ANNUAL REOCCURRING COST						\$117,813.44	\$34,425.00



PIMA COUNTY SHERIFF'S DEPARTMENT

January 12, 2016

Mr. John Voorhees, Director
Pima County Wireless Integrated Network
3434 E. 22nd Street
Tucson, AZ 85713

Dear Director Voorhees:

Re: Pima County's Representation on the PCWIN Executive Committee

Effective April 30th, I will retire from my employment at Pima County. In order to facilitate a smooth transition for the PCWIN Executive Committee, Pima County would like to nominate Chief Karl Woolridge for appointment to the Executive Committee.

Section 3.2.2.1 of the Intergovernmental Agreement to Operate, Maintain, Sustain, Improve and Finance the PCWIN specifies that one member of the Executive Committee, appointed by the Board of Directors, is to be filled by a Pima County executive manager.

Chief Woolridge is an executive manager on the Sheriff's staff. His areas of responsibility include the Sheriff's Communications Section, which serves as a liaison for the department to the PCWIN. Additionally, his responsibilities include administration of the department's information systems and budget. Chief Woolridge is ideally situated to represent the County's communications interests, particularly that of the Sheriff's Department, and to provide managerial input on matters of budget and policy.

Pima County requests that this nomination be placed on the next agenda for the Executive Committee for consideration and recommendation to the Board of Directors. Chief Woolridge is available to begin serving as soon as he is appointed.

It has been my pleasure to serve the PCWIN member community in various capacities throughout the course of the capital project, and more recently in a governance role. I am available to assist with a smooth transition of representation for Pima County.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Wilson". The signature is written in a cursive style with a large initial "P" and "W".

Chief Paul Wilson
Pima County Sheriff's Department

cc: Chief Karl Woolridge
Ms. Jan Leshar, Deputy County Administrator