

**NOTICE/AGENDA OF PUBLIC MEETING
PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE MEETING
September 25, 2014**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the PIMA COUNTY WIRELESS INTEGRATED NETWORK EXECUTIVE COMMITTEE and to the general public that the Executive Committee will hold a meeting on **Thursday, September 25, 2014 beginning at 9:00 AM** at the Pima Emergency Communications Operations Center (PECOC), 3434 E. 22nd Street, Tucson, AZ.

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.

- I. CALL TO ORDER AND ROLL CALL** Chairman
- II. APPROVAL OF MINUTES** Chairman
Motion
- Review, discussion, and approval of minutes from the August 28, 2014 Executive Committee Meeting.
- III. EXECUTIVE DIRECTOR'S REPORT** John Voorhees
Info & Direction to Staff
- A. PCWIN Budget**
The Committee will receive an update on the Special Revenue Fund Budget.
- B. OWG & TWG Reports**
The Committee will be briefed on any pertinent activities of the Operational and Technical Working Groups.
- C. PCWIN Network Health Report**
The Committee will be briefed on the health of the network and follow up report on number of emergency activations per site/agency.
- D. Executive Director's CCGW Memo**
The Committee will be briefed on a memo regarding CCGW usage submitted to the PCWIN Cooperative members and participants
- IV. PCWIN STATUS UPDATE** Rick Brown
Info & Direction to Staff
- A. Rebanding
B. Motorola Service Bulletin – Remote Speaker Microphones
C. Dispatch Console Upgrade and VPM Remediation.
- V. MEMBER & PARTICIPANT ACQUISITION** John Voorhees
Info & Possible Action
- The Executive Director will brief the Committee and seek approval for new applications for participation in PCWIN.

VI. EXPENDITURE REQUESTS

John Voorhees
Info & Possible Action

The Executive Director will brief the Committee on potential major expenditures and request the Committee's approval to seek a Board of Directors' allocation of funds to procure the items discussed.

VII. NEW BUSINESS

Committee
Info & Direction to Staff

The Committee will discuss and consider agenda items for future meetings.

VIII. DRAFT BOARD OF DIRECTORS MEETING AGENDA

Committee
Info & Direction to Staff

The Committee will discuss and consider agenda items for future Board of Directors' meetings.

IX. CALL TO THE PUBLIC

Committee
Direction to Staff

Those wishing to address the Committee 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.

X. DATE-TIME-LOCATION OF NEXT EC MEETING(S)

Committee
Discussion

The next Executive Committee Meeting is scheduled for Thursday, October 23, **at 10:15 am or immediately following the Executive Management Committee Meeting**, at the Pima Emergency Operations Center, 3434 E. 22nd Street, Tucson, Conference Room 308.

XI. ADJOURNMENT

MOTION

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

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

III

**DATE ACTION
REQUESTED:**

September 28, 2014

**TYPE OF ACTION
REQUESTED:**

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

SUBJECT:

**PCWIN EXECUTIVE
DIRECTOR'S REPORT**

TO: Executive Committee

FROM: Mr. John Voorhees, PCWIN Executive Director

RECOMMENDATION:

DISCUSSION:

The Executive Director will provide the Board with the following updates/reports:

A. PCWIN Budget

The Committee will receive an update on the Special Revenue Fund Budget.

B. OWG & TWG Reports

The Committee will be briefed on any pertinent activities of the Operational and Technical Working Groups.

C. PCWIN Network Health Report

The Committee will be briefed on the health of the network and offer a follow-up with a report on the number of emergency activations per site/agency.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

IV

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

September 25, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**PCWIN STATUS
REPORT**

TO: Executive Committee

FROM: Rick Brown, PCWIN Wireless Services Manager

RECOMMENDATION:

DISCUSSION:

The Wireless Services Manager will provide an update to the Board on the following:

- A. Rebanding
- B. Motorola Service Bulletin – Remote speaker Microphones
- C. Dispatch Console Upgrade and VPM Remediation

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

V

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

September 25, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**PCWIN MEMBER &
PARTICIPANT
ACQUISITION**

TO: Executive Committee

FROM: Mr. John Voorhees, PCWIN Executive Director

RECOMMENDATION:

DISCUSSION:

The Committee will be briefed and asked to approve new applications for participation in PCWIN.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VI

**DATE ACTION
REQUESTED:**

September 25, 2014

**TYPE OF ACTION
REQUESTED:**

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

SUBJECT:

**EXPENDITURE
REQUESTS**

TO: Executive Committee

FROM: Mr. John Voorhees, PCWIN Executive Director

RECOMMENDATION:

DISCUSSION:

The Committee will review and may be asked to approve expenditure requests reviewed and approved by the working groups. Once approved by the Executive Committee, these requests will be forwarded to the Board of Directors for action.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VII

**DATE ACTION
REQUESTED:**

September 25, 2014

**TYPE OF ACTION
REQUESTED:**

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

SUBJECT:

NEW BUSINESS

TO: PCWIN Executive Committee

FROM: Committee Members

RECOMMENDATION:

DISCUSSION:

The Committee will discuss and consider agenda items for future EC Meetings.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VIII

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

September 25, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**DRAFT BOARD OF
DIRECTORS'
MEETING AGENDA**

TO: PCWIN Executive Committee

FROM: Committee Members

RECOMMENDATION:

DISCUSSION:

The Committee will discuss and consider agenda items for future Board of Directors' meetings.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

X

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

September 25, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**DATE, TIME &
LOCATION OF NEXT
EC MEETING (S)**

TO: PCWIN Executive Committee

FROM: Committee Members

RECOMMENDATION:

DISCUSSION:

The Committee will discuss the scheduling of the next Executive Committee Meeting on **Thursday, October 23, 2014 at 10:15 am or immediately following the Executive Management Committee.**

FISCAL IMPACT:

Report ID: PC-FIN-AR-009A
 Run Date: 9/18/2014
 Record Date 07/01/2014 to 10/1/2014

PIMA COUNTY
Revenue and Receivable

Run Time:3:38:49 PM
 Revenue that was Billed for Period 1&2 as of August 31, 2014

Department : OEM -Office of Emergency Management &

Customer Name	Customer CD	Billing Profile	Prior Period Open	Current Charaes	Collected	Write Off	*Delinquent Balance	Ending Balance	
Unit - 0876-OEM - Radio System									
AJO AMBULANCE	CVS0004924	PCWMF		7,998.00 \$	7,998.00 \$	-	\$ -	-	
AVRA VALLEY FIRE DISTRICT	CVS0006106	PCWMF	-	747.72	372.00	-	3.72	375.72	
CITY OF SOUTH TUCSON	CVS0005841	PCWMF	-	15,968.89	7,905.00	-	158.89	8,063.89	
CITY OF TUCSON	VC0000000011	PCWMF	-	475,415.00	237,707.00	-	-	237,708.00	
CORONA DE TUCSON FIRE DISTRICT	CVS0005861	PCWMF	-	5,766.00	2,883.00	-	-	2,883.00	
DREXEL HEIGHTS FIRE DEPARTMENT	CVS0004266	PCWMF	-	16,461.00	8,184.00	-	-	8,277.00	
GOLDER RANCH FIRE DISTRICT	CVS0004351	PCWMF	-	5,766.00	5,766.00	-	-	-	
GREEN VALLEY FIRE DISTRICT	CVS0004646	PCWMF	-	18,228.00	18,228.00	-	-	-	
MOUNTAIN VISTA FIRE DISTRICT	VC0000002064	PCWMF	-	6,138.00	3,069.00	-	-	3,069.00	
NEW CINGULAR WIRELESS PCS LLC	CC00000804	PCWIN	-	4,420.00	2,000.00	-	-	2,420.00	
NORTHWEST FIRE/RESCUE DISTRICT	CVS0004568	PCWMF	-	2,790.00	1,395.00	-	-	1,395.00	
NORTHWEST MEDICAL CENTER LLC	CVF0002919	PCWMF	-	186.00	93.00	-	-	93.00	
ORO VALLEY HOSPITAL	VC0000004255	PCWMF	-	186.00	93.00	-	-	93.00	
PASCUA PUEBLO FIRE DEPARTMENT	VC0000004557	PCWMF	-	4,650.00	2,325.00	-	-	2,325.00	
PASCUA YAQUI POLICE DEPARTMENT	CC00001027	PCWMF	-	14,880.00	7,440.00	-	-	7,440.00	
PICTURE ROCKS FIRE DISTRICT	CVS0004338	PCWMF	-	372.00	186.00	-	-	186.00	
PIMA COUNTY COMMUNITY COLLEGE	CVS0004187	PCWMF	-	16,926.00	8,463.00	-	-	8,463.00	
RINCON VALLEY FIRE DISTRICT	CVS0004607	PCWMF	-	6,510.00	6,510.00	-	-	-	
RURAL METRO FIRE DEPT	CC00001233	PCWMF	8,344.27	21,669.00	18,016.27	-	-	11,997.00	
SABINO VISTA FIRE DISTRICT	VC0000004849	PCWMF	-	930.00	465.00	-	-	465.00	
ST. JOSEPH'S HOSPITAL	VC0000004555	PCWMF	98.23	186.00	191.23	-	-	93.00	
ST. MARY'S HOSPITAL	VC0000004554	PCWMF	98.23	186.00	191.23	-	-	93.00	
Tanque Verde Valley Fire District	VC0000004084	PCWMF	-	930.00	465.00	-	-	465.00	
THREE POINTS FIRE DISTRICT	CVS0005190	PCWMF	-	558.00	279.00	-	-	279.00	
TOWN OF ORO VALLEY	CC00000078	PCWIN	-	2,575.00	2,575.00	-	-	-	
TOWN OF ORO VALLEY	CC00000078	PCWMF	-	42,036.00	21,018.00	-	-	21,018.00	
TOWN OF SAHUARITA	CVS0005159	PCWMF	-	20,274.00	10,137.00	-	-	10,137.00	
TUCSON COUNTRY CLUB ESTATES FIRE DISTRICT	VC0000004556	PCWMF	-	930.00	930.00	-	-	-	
TUCSON MEDICAL CENTER	CVS0004116	PCWMF	-	186.00	93.00	-	-	93.00	
UNIVERSITY MEDICAL CENTER	VC0000002095	PCWMF	-	465.00	93.00	-	-	372.00	
UNIVERSITY MEDICAL CENTER	VC0000002095	PCWMM	-	93.00	75.77	-	-	17.23	
UNIVERSITY OF ARIZONA POLICE DEPATMENT	VC0000002785	PCWMF	-	30,132.00	30,132.00	-	-	-	
	Unit Total:			\$ 8,540.73	\$ 724,558.61	\$ 405,278.50	\$ -	\$ 162.61	\$ 327,820.84
	Department Total:			\$ 8,540.73	\$ 724,558.61	\$ 405,278.50	\$ -	\$ 162.61	\$ 327,820.84

*The delinquent balances are late fees.

Office of Emergency Management
Budget Comparison Report
Fund 2101 - OEM's Radio System Special Revenue
For Fiscal Year 2014-15

	Budget Approved by the PCWIN Board of Directors	Budget Adopted by the Board of Supervisors	Variance
1 Revenue	\$ 2,610,372	\$ 2,610,372	\$ -
2 Expenditures			
3 Personnel Services ¹	1,173,278	1,200,956	(27,678)
4 Operating Expenditures ²	1,360,021	1,236,064	123,957
5 Capital Equipment	-	-	-
6 Total Expenditures	2,533,299	2,437,020	96,279
7 Net Fund Impact	\$ 77,073	\$ 173,352	\$ 96,279

¹Salary Changes

²Reduction in County Overhead

Office of Emergency Management
 Budget to Forecast - Summary Report
 Fund 2101 - OEM's Radio System Special Revenue
 FOR PERIOD ENDING August 31, 2014

	FY14/15 YTD Actuals	FY14/15 Adopted Budget	Forecast	Variance (Budget vs. Forecast)
1 Revenue	\$ 1,017,556	\$ 2,610,372	\$ 2,621,160	\$ 10,788
2 Expenditures				
3 Personnel Services	161,837	1,200,956	1,189,756	11,200
4 Operating Expenditures	87,385	1,236,064	1,238,729	(2,665)
5 Capital Equipment	-	-	-	-
6 Total Expenditures	<u>249,222</u>	<u>2,437,020</u>	<u>2,428,485</u>	<u>8,535</u>
7 Operating Transfers In				
8 Operating Transfers In	-	-	-	-
9 Total Operating Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
10 Operating Transfers Out				
11 Operating Transfers Out	-	-	-	-
12 Total Operating Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
13 Net Fund Impact	<u>\$ 768,334</u>	<u>\$ 173,352</u>	<u>\$ 192,675</u>	<u>\$ 19,323</u>

**Office of Emergency Management
Budget to Forecast - Detail Report
Fund 2101 - OEM Radio System Special Revenue Fund
FOR PERIOD ENDING August 31, 2014**

	Adopted Budget FY 14-15	Forecasted FY 14-15 (Based on August 31 Forecast)	Adopted Budget vs Forecast Variance
1	Net Operating income (loss)		
2			
3	Revenues		
4	General Government Fees (Intergovernmental Revenue - Public Safety Other Jurisdictions)	\$ 1,418,064	\$ 1,462,254
5	Interdepartmental Revenue (Pima County)	1,161,012	1,115,256
6	Rent and Royalties	31,296	43,650
7	Interest Rev. - Pooled Inv. - Operating	-	-
8	Miscellaneous Revenue	-	-
9	Total Operating Revenues	2,610,372	2,621,160
10			
11	Expenditures		
12	Personnel Services		
13	PCWIN - Salaries	145,480	145,480
14	PCWIN - Benefits	42,474	42,474
15	Interdepartmental Salaries - Charged out	-	(11,200)
16	Interdepartmental Salaries - Charged in	76,000	76,000
17	Intra Departmental Salaries and Fringe	-	-
18	BEACON	13,067	13,067
19	CONFIDENCE	10,307	10,307
20	GEASA	11,989	11,989
21	HAYSTACK	18,057	18,057
22	RVFD	12,766	12,766
23	SWAN	12,504	12,504
24	TUMAMOC	11,106	11,106
25	ITD - Salaries and Benefits	847,206	847,206
26	Intra departmental Salaries - Charged out	-	-
27	Intra departmental Salaries - Charged in (above in lines 14 through 21)	-	-
28	Budgeted Benefits	-	-
29	Subtotal Personnel Services	1,200,956	1,189,756
30			
31	Other Personnel Costs		
32	Payments To Governments		
33	COT Technician	115,107	115,107
34	COT Engineer	65,908	65,908
35	Out of State Training	5,500	5,500
36	In State Travel	1,000	1,000
37	Dues and Memberships	800	800
38	County Administrative Overhead	114,721	114,721
39	Total Other Personnel Costs	303,036	303,036
40			
41	Operating Expenditures		
42	Office Supplies	1,950	6,950
43	Food Supplies	-	500
44	Books, Subscriptions, & Videos	2,500	2,500
45	Software Maintenance & Support - Comm Shop	35,000	35,000
46	Other Operating Supplies	25,000	25,000
47	Repair & Maintenance Supplies	130,150	130,150
48	Tools and Office Equipment Under \$1,000	20,000	20,000
49	Office Machines & Computers - Non-Capital	5,000	15,000
50	Other Machines & Equipment - Non-Capital	1,000	11,000
51	Fuel & Oil	1,000	1,000
52	Printing & Microfilming	250	250
53	Postage & Freight	5,000	5,000
54	Other Professional Services	-	187
55	Advertising	-	928
56	General Liability Insurance Premiums	-	13,860
57	Property Damage Insurance Premiums	14,000	140
58	Motor Pool Charges	50,000	70,000
59	Other Miscellaneous Charges	840	840
60	Interest Expense - Pooled Investments	-	-
61	R&M Machinery and Equipment Svcs		
62	Motorola Software Subscription Agreement	134,469	103,477
63	Motorola LMR Technical Support	29,716	22,121
64	Motorola Network System Monitoring	43,115	32,095
65	Motorola Network Preventative Maintenance	16,680	12,417
66	Motorola Advanced Replacement	25,737	19,159
67	Motorola NICE Audio Logging Equipment Service	28,746	21,399
68	Ceragon Maintenance Support	37,326	37,326
69	Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	36,906
70	Test Equipment Repair & Maintenance	-	-
71	Netclock Maintenance & Support	865	865
72	COT Sonet Boxes	96,780	96,780
73	Interdepartmental Supplies & Services - Charged in	-	7,500
74		742,030	728,350
75			13,680
76	Utilities		
77	Telephone & Internet		
78	ITD Network Port Charges	2,220	2,200
79	Cisco SmartNet	-	13,750
80	Long Distance Telephone Services	500	450
81	Cell Phones w/Data	16,200	16,200
82	Electricity		
83	BEACON	8,000	8,000
84	BIGELOW - SAT	6,000	6,000
85	EAGLE	12,500	12,500
86	KEYSTONE - AZ DPS	3,600	3,600
87	LEMMON - AZ DPS	3,600	3,600
88	RVFD	12,500	12,500
89	SWAN	12,500	12,500
90	TUMAMOC - AZ Public Media	12,500	12,500
91	Total Utilities	90,120	103,800
92			(13,680)
93	Leases & Rentals		
94	ARIVACA - ASLD Commercial Lease	2,400	2,400
95	BEACON - Crown Castle Lease	11,458	11,458
96	BIGELOW - SAT Lease	15,277	15,277
97	CONFIDENCE - TEP Lease	5,000	5,000
98	HAYSTACK - ASLD Land Use Permit	1,800	2,400
99	KEYSTONE - AZ DPS	10,000	10,000
100	LEMMON - AZ DPS	4,356	4,356
101	MILDRED - ASLD Commercial Lease	2,400	2,400
102	PECOC - Master Site & PCWIN Offices	5,100	5,100
103	RVFD - Rincon Valley Fire District Lease	12,000	12,000
104	County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152
105	Total Leases & Rentals	100,878	103,543
106			(2,665)
107	Total Operating Expenditures	1,236,064	1,238,729
108			(2,665)
109	Grand Total Expenditures	2,437,020	2,428,485
110			8,535
111	Net Operating Income (loss)	173,352	192,675
112			19,323
113	Cash Flow from Operations after Transfers		
114	Net income (loss)	173,352	192,675
115	Transfers In-General Fund	-	-
116	Transfer Out	-	-
117	Cash Flow from Operations, after Transfers	173,352	192,675
118			19,323
119	Net Fund Impact	\$ 173,352	\$ 192,675
			\$ 19,323

Report ID: PC-FIN-AR-0009a
 Run Date: 09/18/2014
 Run Time: 03:37:49 PM

PIMA COUNTY
Revenue and Receivables

Parameters and Prompts:

Start Date **End Date**
 Record Date : 07/01/2014 08/31/2014
 Department : IT
 Unit : 2016
 Billing Profile : PCWMM, PCWTM
 Department : **IT-Information Technology**

Customer Name	Customer CD	Billing Profile	Prior Period Open Charges	Current Charges	Collected	Write Off	Delinquent Balance	Ending Balance
Unit - 2016-IT - Subscriber Services - PCWIN								
CORONA DE TUCSON FIRE DISTRICT	CVS0005861	PCWMM	\$ 320.00	\$ 320.00	\$ 480.00	\$ -	\$ -	160.00
DREXEL HEIGHTS FIRE DEPARTMENT	CVS0004266	PCWMM	424.00	848.00	848.00	-	-	424.00
MOUNTAIN VISTA FIRE DISTRICT	VC0000002064	PCWMM	264.00	528.00	528.00	-	-	264.00
NORTHWEST MEDICAL CENTER LLC	CVF0002919	PCWTM	-	160.00	80.00	-	-	80.00
PASCUA PUEBLO FIRE DEPARTMENT	VC0000004557	PCWMM	112.00	224.00	-	-	-	336.00
PASCUA YAQUI POLICE DEPARTMENT	CC00001027	PCWMM	1,920.00	1,280.00	-	-	1,920.00	3,200.00
RURAL METRO FIRE DEPT	CC00001233	PCWMM	784.00	1,032.00	784.00	-	-	1,032.00
RURAL METRO FIRE DEPT	CC00001233	PCWTM	-	1,080.00	-	-	-	1,080.00
SABINO VISTA FIRE DISTRICT	VC0000004849	PCWMM	24.00	48.00	48.00	-	-	24.00
Tanque Verde Valley Fire District	VC0000004084	PCWMM	24.00	48.00	48.00	-	-	24.00
TOWN OF ORO VALLEY	CC00000078	PCWTM	40.00	40.00	-	-	-	80.00
TOWN OF SAHUARITA	CVS0005159	PCWMM	1,744.00	1,728.00	1,744.00	-	-	1,728.00
TUCSON COUNTRY CLUB ESTATES FIRE DISTRICT	VC0000004556	PCWMM	24.00	48.00	48.00	-	-	24.00
UNIVERSITY MEDICAL CENTER	VC0000002095	PCWMM	-	32.00	-	-	-	32.00
Unit Total:			\$ 5,680.00	\$ 7,416.00	\$ 4,608.00	\$ -	\$ 1,920.00	\$ 8,488.00
Department Total:			\$ 5,680.00	\$ 7,416.00	\$ 4,608.00	\$ -	\$ 1,920.00	\$ 8,488.00

August Monthly System Report



as of 9/17/2014

Site	# Buses	% Buses	# Voice calls	% Channel usage	Max Channel Usage with Date	Emergency Activations	Comments
Simulcast A	0	0.000%	1,121,772	33%	38% 8/14	267	
Simulcast B	0	0.000%	1,114,912	30%	36% 8/14	255	
North Simulcast	11	0.000%	277,184	44%	50% 8/27	10	
Golder	0	0.000%	143,524	36%	40% 8/22	6	
Arivaca	0	0.000%	26,347	28%	31% 8/17	6	
Bigelow	0	0.000%	36,307	41%	45% 8/12	14	
Confidence	18	0.000%	204,579	37%	43% 8/22	38	
Haystack	30	0.000%	80,504	41%	48% 8/7	9	
Childs	0	0.000%	22,810	39%	45% 8/18	3	Ajo Moutain DVRs were offline 8/27/14 to 8/29/14 due to a power outage at the site
Keystone	1	0.000%	313,861	42%	48% 8/14	42	
Total	60	0.000%	3,341,800	37%	N/A	650	



as of 9/17/2014

Backhaul Network Performance Metrics

% Network Uptime	Link Failures	# of Equipment Malfunctions per site	SVC Interruptions and Impact	Major Svc or Config Changes
99.97%	None	8/29 Walker Rd. replaced DC Power connector for Ceragon MW.	Walker Road Confirmed intermittent IDM module 8/29 Walker Road Replaced faulty DC power connector, corrected intermittent IDM module issue. No PCWIN users impacted 8/26	None

Date: September 22, 2014

From: John Voorhees
PCWIN Executive Director

To: All PCWIN members and participants

Re: Justification of Conventional Channel Gateways (TASK)

During the implementation phase, agencies were allocated use of Conventional Channel Gateways (CCGW) to bridge communications as they transitioned from their legacy systems to the PCWIN 800MHZ trunked network. Some of these CCGWs were issued as an accommodation for communications needs not addressed in the bond project-such as fire station alerting. All of these devices are considered part of the PCWIN infrastructure and are managed by the PCWIN Network Managing Member (Pima County ITD Wireless Services). Post implementation, the intended use of the CCGWs is to provide temporary communications solutions for PCWIN interoperability with non-PCWIN members (such as our federal public safety partners).

As such, Wireless Services (through consultation with the Operations and Technical Working Groups – OWG /TWG) will begin the process of accounting for the CCGWs. It is not our intent to reduce your agencies' communications effectiveness. However, if there are efficiencies to be realized, the Network Managing Member will reallocate the assets for better streamlined and more effective operations for the network as a whole. The goal is to "free up" a few of these devices for their intended use. Your understanding and input during this process is very much appreciated.

Please fill out the attached spreadsheet with information regarding the use of CCGWs by your agency. Please remit this information to my office by October 3, 2014. After that the Network Managing Member will begin the process of recalling excess CCGWs for future PCWIN use.

As always feel free to call the PCWIN administration office (724-9321) if you have any other questions or issues we can address.

Respectfully,



New Member Application



PCWIN Form 301-A

PCWIN is a public safety/public service digital trunked radio network and cooperative. While it is our intent to accommodate the voice radio needs of as many organizations as possible, a deliberate discovery and planning process is required to ensure a prospective member's participation meets the needs and intent of PCWIN. Please fill out the following application with as much detail as possible. This information will be used to determine the best level of participation for your agency and whether any fees will be assessed.

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
Infrastructure
Locations

Will there be special
equipment
requirements?

Explain

What are the applicant's
programming requirements?

Talkgroup Recording
OTAR
OTAP
Encryption
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?

- Fleetmap Development Fee
- Radio Programming Fee
- Encryption Fee
- Coverage Remediation Fee
- Equipment Purchase Fee
- Maintenance Agreement Fee
- Annual PM through PCWIN Fee
- 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

New Member Application



PCWIN Form 301-A

PCWIN is a public safety/public service digital trunked radio network and cooperative. While it is our intent to accommodate the voice radio needs of as many organizations as possible, a deliberate discovery and planning process is required to ensure a prospective member's participation meets the needs and intent of PCWIN. Please fill out the following application with as much detail as possible. This information will be used to determine the best level of participation for your agency and whether any fees will be assessed.

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

Have you coordinated for your agency's Emergency Alert function to be monitored by a PCWIN agency? (which one)

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
Infrastructure
Locations

Will there be special
equipment
requirements?

Explain

What are the applicant's
programming requirements?

Talkgroup Recording
OTAR
OTAP
Encryption
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?

- Fleetmap Development Fee
- Radio Programming Fee
- Encryption Fee
- Coverage Remediation Fee
- Equipment Purchase Fee
- Maintenance Agreement Fee
- Annual PM through PCWIN Fee
- 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

Board of Directors approval date / comments

New Member Application



PCWIN Form 301-A

PCWIN is a public safety/public service digital trunked radio network and cooperative. While it is our intent to accommodate the voice radio needs of as many organizations as possible, a deliberate discovery and planning process is required to ensure a prospective member's participation meets the needs and intent of PCWIN. Please fill out the following application with as much detail as possible. This information will be used to determine the best level of participation for your agency and whether any fees will be assessed.

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

Have you coordinated for your agency's Emergency Alert function to be monitored by a PCWIN agency? (which one)

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
Infrastructure
Locations

Will there be special
equipment
requirements?

Explain

What are the applicant's
programming requirements?

Talkgroup Recording
OTAR
OTAP
Encryption
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?

- Fleetmap Development Fee
- Radio Programming Fee
- Encryption Fee
- Coverage Remediation Fee
- Equipment Purchase Fee
- Maintenance Agreement Fee
- Annual PM through PCWIN Fee
- 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

Board of Directors approval date / comments

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

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

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

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

**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 10:15 a.m. or immediately following the Executive Committee Meeting.** 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.

- | | |
|--|---|
| I. CALL TO ORDER AND ROLL CALL | Chairman |
| II. INTRODUCTION OF NEW BOARD MEMBERS | Chairman |
| III. APPROVAL OF MINUTE SUMMARY | Chairman
Motion |
| Review, discussion, and approval of the Minute Summary from the August 28, 2014 Board Meeting. | |
| IV. FY 14/15 SPECIAL REVENUE FUND (SRF) REPORT | Michelle Hamilton/John Voorhees
Info & Direction to Staff |
| The Board will receive the reports for the roll up of FY 13/14 and the first quarter of FY 14/15 of the Special Revenue Fund budget. | |
| V. INTRODUCTION OF FY 15/16 SRF BUDGET | John Voorhees
Info & Possible Action |
| The Board will be briefed on the FY 15/16 Budget assumptions and forecast expenditures | |
| VI. 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. | |
| VII. PHASE II BOND IMPLEMENTATION UPDATE | John Voorhees
Info & Direction to Staff |
| The Committee will receive an update on Phase II Charter and Bond Fund Transition. | |
| VIII. EXPENDITURE REQUESTS | John Voorhees
Info & Possible Action |
| The Executive Director will brief the Board and seek action for expenditures to be funded by Bond funds or Special Assessment. | |

IX. AGENCY HANDBOOK UPDATE

John Voorhees
Info & Possible Action

The Executive Director will provide an overview and seek approval of new policies.

X. PCWIN STATUS UPDATE

Rick Brown
Info & Direction to Staff

The Wireless Services Manager will brief the Board on the following topics:

- A. Rebanding
- B. Coverage Remediation Process
- C. Motorola Service Bulletin – Remote Speaker Microphones
- D. Dispatch Console Upgrade and VPM Remediation

XI. PCWIN MEMBER & PARTICIPANT ACQUISITIONS

John Voorhees
Info & Possible Action

The Executive Director will seek approval for new member applications for participation in PCWIN.

XII. NEW BUSINESS

Board
Info & Direction to Staff

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

XIII. 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.

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

Board
Info & Direction to Staff

Members will be asked to approve December 4, 2014 for the next Board of Directors' Meetings. Time for the proposed meeting will be announced at a later date. Meetings will be held at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, AZ, Conference Room 308.

XV. 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
BOARD OF DIRECTORS**

Request for BOARD Action

IV

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**PCWIN BUDGET -
SPECIAL REVENUE
FUND**

To: Board of Directors

From: Mr. John Voorhees, PCWIN Executive Director

Recommendation:

Discussion:

The Board will be given an update on The Board will receive the reports for the roll up of
FY 13/14 and the first quarter of FY 14/15 of the Special Revenue Fund Budget.

Fiscal Impact:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

V

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**INTRODUCTION OF
FY 15-16 SRF BUDGET**

To: Board of Directors

From: Mr. John Voorhees, PCWIN Executive Director

Recommendation:

Discussion:

The Executive Director will brief the Board on FY 15/16 Budget assumptions and forecast expenditures.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

VI

Date Action Requested:	Type of Action Requested:	Subject:
October 23, 2014	<input type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Info & Possible Action <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Direction to Staff	PCWIN OWG & TWG UPDATES

To: Board of Directors

From: Steve Campbell & Rick Brown

Recommendation:

Discussion:

The Board will be briefed on current activities of the Operations and Technical Working Groups by the Chairs of the OWG and TWG.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

VII

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**PHASE II BOND
IMPLEMENTATION
UPDATE**

To: Board of Directors

From: John Voorhees

Recommendation:

Discussion: The Board will be updated on the progress of the Phase II Bond Implementation.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

VII

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**EXPENDITURE
REQUESTS**

To: Board of Directors

From: John Voorhees

Recommendation:

Discussion:

The Executive Director will brief the Board and seek action for expenditures to be funded by Bond funds or Special Assessment.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for Board Action

IX

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**AGENCY HANDBOOK
POLICIES UPDATE**

To: Board of Directors

From: Mr. John Voorhees, PCWIN Executive Director

Recommendation:

Discussion:

The Board will review and be asked to approve revised and newly developed PCWIN Policies.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

X

Date Action Requested:	Type of Action Requested:	Subject:
October 23, 2014	<input type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Info & Possible Action <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Direction to Staff	PCWIN STATUS UPDATE

To: Board of Directors

From: Rick Brown, PCWIN Wireless Services/John Voorhees, Executive Director

Recommendation:

Discussion:

The Wireless Services Manager will brief the Board on the following topics:

- A. Rebanding
- B. Coverage Remediation Process
- C. Motorola Service Bulletin – Remote Speaker
Microphones
- D. Dispatch Console Upgrade and VPM Remediation

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for BOARD Action

XI

Date Action Requested:	Type of Action Requested:	Subject:
October 23, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Info & Possible Action <input type="checkbox"/> Information <input type="checkbox"/> Direction to Staff	MEMBER & PARTICIPANT ACQUISITIONS

To: Board of Directors

From: John Voorhees, Executive Director

Recommendation:

Discussion:

The Executive Director will brief the Board and seek approval of new member applications for participation in PCWIN.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for Board Action

XII

Date Action Requested:

October 23, 2014

Type of Action Requested:

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

Subject:

**NEW BUSINESS –
AGENDA ITEMS FOR
FUTURE MEETINGS**

To: Board of Directors

From: Members

Recommendation:

Discussion:

The Board will discuss and consider agenda items for upcoming BOD meetings.

Fiscal Impact:

DRAFT

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS**

Request for Board Action

XIV

Date Action Requested:

Type of Action Requested:

Subject:

October 23, 2014

- Formal Action/Motion
- Info & Possible Action
- Information
- Direction to Staff

**PROPOSED DATE,
TIME & LOCATION OF
FUTURE BOARD
MEETINGS**

To: Board of Directors

From: Board Members

Recommendation:

Discussion:

The Board will discuss and direct staff to schedule the next Board of Directors Meeting **for Thursday, December 4, 2014**, at the Pima Emergency Operations Center, 3434 E. 22nd Street, Tucson, AZ, Room 308. **Meeting time will be determined at a later date.**

Fiscal Impact: