

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

Tucson Fire Department's Fire Prevention Center
797 East Ajo Way, Classroom #5
Thursday, November 17, 2005
9:00 a.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the November 17, 2005 meeting.

- I. Call to Order:** Sergeant Don Lafreniere, User Committee Co-Chair, calls the meeting to order at 9:05 a.m.

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

Quorum is established for the Technical Committee with a total of 14 members present.

Quorum is established for the User Committee with a total of 14 members present.

Members Present Technical Committee

Larry Sayers, Chair, Pima County Radio Communications
Ken Boynton, University of Arizona
Gary Bynum, Drexel Heights Fire District
Steven Campbell, Drexel Heights Fire District
Tim Hoban, Tucson Airport Police Department
Joseph Jakoby, Tucson Fire Department
Pat Joy, Pima County Sheriff's Department
Greg Lugo, Tucson Police Department
Ted Martin, PCSD IST
Gregory McNeal, City of Tucson
John Moffatt, Pima County Office of Strategic Planning
Kerry Reeve, Pima County OEM & Homeland Security
Ben Standifer, Tohono O'odham Police Department
Anita Velasco, Tucson Police Department

Members Present User Committee

Don Lafreniere, Co-Chair, Sahuarita Police Department
Nancy Anderson, Oro Valley Police Department (*proxy*)
Gary Bynum, Drexel Heights Fire District
Matt Janton, Northwest Fire District
Charles Kmet, Tohono O'odham Fire Department
Hector Olivo, Pascua Yaqui Police Department
Todd Pearson, Tucson Fire Department
Kerry Reeve, P. C. OEM & Homeland Security
Ernie Robles, Picture Rocks Fire Department
Mike Sacco, Pima County Sheriff's Department
Kevin Shonk, Tohono O'odham Police Department
Cheryl Smart, Pima College Department of Public Safety
Andrew Smith, Golder Ranch Fire District (*proxy*)
John Williams, Three Points Fire District

Members Not Present – Technical Committee

Scott Ferguson, Pima College DPS
Harry Findysz, Mt. Lemmon Fire Department
Don Harrison, Tucson Airport Police Department
Gary Schmitz, Oro Valley Police Department

Others Present

Manny Barreras, Motorola
Dana Davis, Motorola
Matthew Fenton, U of A Police Department
Christine O'Connor, City of Tucson
Daniel Simmons, Pima College DPS
Jim OMelia, Motorola
Paul Wilson, Pima County Sheriff's Department

Members Not Present – User Committee

Patrick Abel, Golder Ranch Fire District
Larry Anderson, South Tucson Fire Department
Linda Basham-Gilbert, Tucson Police Department
Dale Bradshaw, Marana Police Department
Lee Bucklin, Rincon Valley Fire District
Jim Bush, Ajo/Gibson Volunteer Fire Department
Jim Conklin, Arivaca Volunteer Fire Department
James Craig, Helmet Peak Fire Department
Harry Findysz, Co-Chair, Mt. Lemmon Fire Department
Basilio Martinez, Pascua Pueblo Fire Department
Dan Morelos, Tucson Airport Police Department
Tom Nix, Avra Valley Fire District
Luis Puig, U of A Police Department
Doug Roth, Corona de Tucson Fire Department
Larry Stevens, Oro Valley Police Department
Chuck Wunder, Green Valley Fire District

II. Approval of Minutes, Sgt. Don Lafreniere, User Committee Co-Chair

Sgt. Lafreniere asks members if there are any suggested changes for the October 28, 2005 joint meeting minutes. Anita Velasco moves to accept and approve the minutes. Gary Bynum seconds the motion. Motion is unanimously carried.

III. CASM Presentation, Kerry Reeve, Pima County O. E. M. & Homeland Security

Mr. Reeve contacted the Department of Homeland Security in an effort to obtain information pertaining to CASM (Communications Assets Survey and Mapping), a database tool utilized to assist with the tracking of frequency resources of multiple agencies. He advised it was very difficult to obtain the information due to security issues, but was given a general description of the software.

Information discussed:

- CASM enables information on regional communications systems and interoperability to be collected, standardized, maintained, and presented graphically on a web-based map display.
- The CASM tool consists of two components: A Communication Assets Survey component and a Communications Assets Mapping component. CASM is designed for Urban Areas Security Initiative (UASI) cities and there are approximately 40 cities throughout the country that are considered UASI cities, Phoenix being one of them.
- Communications Asset Survey Component: Uses a web-based interface to collect Public Safety/First Responder Agency Land Mobile Radio communications equipment and infrastructure information and is hosted on a secure server/database.
- Communications Asset Mapping Component: Utilizing the data collected and stored during the survey process, the Communications Asset Mapping component of CASM provides a map-centric display of a state or urban area's communication infrastructure including agencies, radio systems, towers, dispatches, gateways, and radio caches.

Mr. Reeve advises he could look into having the contractor conduct a presentation for the committees. There is some discussion on whether the program would be beneficial to the PCWIN project. Captain Wilson advises he will look into coordinating a presentation.

IV. ACU1000 Agreement, Lt. Mike Sacco, Pima County Sheriff's Department

Lt. Sacco advises he has no additional information. He asks if anyone has any new concepts or opinions and receives no response.

V. Ad Hoc Committee Update, Lt. Mike Sacco, Pima County Sheriff's Department

Lt. Sacco advises an ad hoc meeting has been scheduled for Tuesday, November 22, 2005. He will provide a report at the next joint meeting.

VI. Dispatch Center Criteria, Mr. John Moffatt, Pima County Strategic Planning

Mr. Moffatt reviews the third draft of the Site Selection Parameters document with committee members. He asks that any recommendations be forwarded to him by December 1, 2005.

Materials provided: Pima County Wireless Integrated Network Site Selection Parameters, third draft dated 11-17-05.

VII. New Business, Sgt. Don Lafreniere, User Committee Co-Chair

Agenda items proposed for the next meeting:

Update on the progress of the ad hoc committee – Lt. Sacco
Project 25 overview – Larry Sayers to coordinate for January meeting
ACU1000 document – Lt. Sacco

VIII. Call to the Public, Sgt. Don Lafreniere, User Committee Co-Chair

Sgt. Lafreniere asks if anyone from the public would like to address the committees. He receives no response.

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

A joint meeting is suggested and the next meeting is scheduled for:

Thursday, December 15, 2005, 9:00 a.m.
Tucson Fire Department's Fire Prevention Center
797 East Ajo Way, Classroom #5

X. Adjournment

Lt. Sacco motions to adjourn and Mr. Pearson seconds the motion. Meeting adjourned at 9:52 a.m.