

**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, December 15, 2005
9:00 a.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the December 15, 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: Mr. Larry Sayers, Pima County Communications Manager and Technical Committee Chair, along with Sergeant Lafreniere.

Quorum is established for the Technical Committee with a total of 10 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
Gary Bynum, Drexel Heights Fire District
Steven Campbell, Drexel Heights Fire District
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
Ben Standifer, Tohono O'odham Police Department
Scott Ferguson, Pima College DPS

Members Present User Committee

Don Lafreniere, Co-Chair, Sahuarita Police Department
Gary Bynum, Drexel Heights Fire District
Charles Kmet, Tohono O'odham Fire Department
Hector Olivo, Pascua Yaqui Police Department
Todd Pearson, Tucson Fire Department
Ernie Robles, Picture Rocks Fire Department
Mike Sacco, Pima County Sheriff's Department
Kevin Shonk, Tohono O'odham Police Department
Andrew Smith, Golder Ranch Fire District (*proxy*)
Dale Bradshaw, Marana Police Department
Lee Bucklin, Rincon Valley Fire District
Luis Puig, U of A Police Department
Larry Stevens, Oro Valley Police Department
Doug Roth, Corona de Tucson Fire Department

Members Not Present – Technical Committee

Harry Findysz, Mt. Lemmon Fire Department
Don Harrison, Tucson Airport Police Department
Gary Schmitz, Oro Valley Police Department
Ken Boynton, University of Arizona
Tim Hoban, Tucson Airport Police Department
John Moffatt, Pima County Office of Strategic Planning
Kerry Reeve, Pima County OEM & Homeland Security
Anita Velasco, Tucson Police Department

Others Present

Manny Barreras, Motorola
Christine O'Connor, City of Tucson
Yvonne Brogdon, Tucson Police Department
Rick Brown, Marana Police Department

Members Not Present – User Committee

Patrick Abel, Golder Ranch Fire District
Larry Anderson, South Tucson Fire Department
Linda Basham-Gilbert, Tucson Police Department
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
Chuck Wunder, Green Valley Fire District
Nancy Anderson, Oro Valley Police Department (*proxy*)
Matt Janton, Northwest Fire District
Kerry Reeve, P. C. OEM & Homeland Security
Cheryl Smart, Pima College Department of Public Safety
John Williams, Three Points 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 November 17, 2005 joint meeting minutes. Gary Bynum moves to accept and approve the minutes. Charles Kmet seconds the motion. Motion is unanimously carried.

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

Refer to item IV

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

Mike Sacco provided a presentation, including a PowerPoint display, on both topics simultaneously. The Ad Hoc ACU1000 committee met on November 22, 2005 and Gary Bynum shared with the group a proposed Pima Fire Chiefs plan for frequency use in the VHF band. He also provided a copy of the Drexel Heights frequency plan in the UHF band. Both of these will be useful in establishing the final ACU1000 frequency plan. The issue reference the idea of replacing an existing ACU1000 radio with a radio from Pima Community College, will be revisited later once we have a proposed usage plan in place.

Mr. Sacco asked the members, as representatives for their agencies, to help champion the effort to obtain proposed frequencies for interoperability use on the ACU1000. The plan is to solicit frequency / talk groups for each agency and then build the use plan for the ACU1000. Mr. Sacco said he would attempt to follow-up with those agencies he did not receive a reply from. He also asked for replies as soon as possible and not to wait for the next PCWIN Tech/User Committee meeting. Mr. Sacco provided his fax number.

Andy Smith asked to confirm the frequencies provided need to be a repeater pair rather than a simplex frequency. Mr. Sacco confirmed as such but added agencies could provide a simplex frequency, in addition to the repeated frequency and that data could be utilized once the plan was adjusted for the mobile ACU1000 operated via Pima County Office of Emergency Management.

Mr. Sacco also asked agency representatives to forward the draft Memorandum of Understanding for the use of the ACU1000. He advised the intention is to not use frequencies or talk groups via the ACU1000 without an executed MOU between agencies. Luis Puig inquired about method of return and Mr. Sacco said any changes could be faxed to him.

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

John Moffatt was unavailable due to a conflicting meeting. This item will be readdressed at the next PCWIN Technical/User Committee meeting.

VI. Consultant Scope of Work, Lt. Mike Sacco, Pima County Sheriff's Department

Mr. Sacco conducted this presentation on behalf of Paul Wilson. The PCWIN project is very close to selecting a consultant and one of the first duties of the consultant will be to conduct a needs assessment. Mr. Sacco, via a PowerPoint presentation, reviewed information provided in a memorandum from Mr. Wilson reference the data gathering process. The needs assessment portion of the process will be critical to the success of the overall project.

Data already obtained via the previous assessment conducted through the Aerospace company will likely be provided to the participating agency for updating.

Mr. Sacco asked the membership to begin thinking about the issues associated with such an undertaking, including the identification of agency personnel to participate.

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

Larry Sayers indicated TAIT Radio Systems plans to conduct a Project 25 presentation, tentatively scheduled for the afternoon of January 17th, 2005 at a location to be determined.

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

Mr. Larry Sayers 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:

Friday, January 13th, 2005 at 0900
Tucson Fire Department's Fire Prevention Center,
797 East Ajo Way, Classroom #5, Tucson, Arizona.

Mr. Todd Pearson checked and confirmed the facility was available.

X. Adjournment

Gary Bynum made a motion to adjourn the meeting and Kevin Shonk seconded the motion. Motioned carried unanimously and the meeting was adjourned at about 0930.

Minutes prepared by: Mike Sacco