

**NOTICE OF PUBLIC MEETING  
PIMA COUNTY WIRELESS INTEGRATED NETWORK  
USER COMMITTEE  
AND  
AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **PIMA COUNTY WIRELESS INTEGRATED NETWORK USER COMMITTEE** and to the general public that the **User Committee** will hold a meeting open to the public on **Thursday, May 12, 2005** beginning at **1:30 p.m. in the Sheriff's Operation Center at the Pima County Sheriff's Department, 1750 East Benson Highway, Tucson, Arizona.**

Pursuant to the Americans with Disabilities Act (ADA), the Pima County Sheriff's Department 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 the Sheriff's Department at (520) 741-4728. Requests should be made as early as possible to allow time to arrange the accommodation.

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| <b>I. Call to Order and Roll Call</b>   | <b>Co-Chairs</b>                        |
| <br>  |   |
| <b>II. Recommendation for Additional User Committee Members</b>   | <b>Co-Chairs</b>                        |
| Recommendation to the Executive Management Committee to allow the appointment of additional members.  | <b>Discussion &amp; Possible Action</b> |
| <br>  |   |
| <b>III. HIPAA Workgroup Report/Update</b>   | Todd Pearson/Mike Sacco                 |
| What does HIPAA mean for the regional radio system?   | <b>Information</b>                      |
| <br>  |   |
| <b>IV. Executive Management Committee's Short Term Objectives</b>   | Captain Paul Wilson<br>Project Manager  |
| The Executive Management Committee, at their April 28 <sup>th</sup> meeting, appointed Captain Wilson to direct and guide the User Committee with short term objectives and activities. | <b>Info &amp; Possible Action</b>       |

**V. Definition of Interoperability as Adopted by the Executive Management Committee**

Captain Paul Wilson  
Project Manager

The Executive Management Committee adopted a definition of interoperability at the April 28, 2005 committee meeting.

**Info**

**VI. Concept of Operations: Scenario(s) Based Discussion**

Co-Chairs

Evaluation of actual public safety scenarios provided by committee members to assist with determining how the new radio system will be utilized by users and how they want to utilize the dispatch environment.

**Discussion**

**VII. New Business**

Co-Chairs

Members may propose agenda items for future meetings.

**Info & Possible Action**

**VIII. Call to the Public**

**Information**

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

**Direction to Staff**

**IX. Adjournment**

Co-Chairs

**Motion**

A copy of the agenda background material provided to Committee members is available for public inspection at the Pima County Sheriff's Department, 1750 E. Benson Hwy., Tucson, AZ 85714, (520) 741-4600.

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
USER COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**IV**

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<b>DATE ACTION REQUESTED:</b>	<b>TYPE OF ACTION REQUESTED:</b>	<b>SUBJECT:</b>
May 12, 2005	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> <b>Info &amp; Possible Action</b> <input type="checkbox"/> Information Only <input type="checkbox"/> Other	User Committee Short Term Objectives

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**TO:** User Committee

**FROM:** Executive Management Committee

**RECOMMENDATION:**

In order to guide the activities of the User Committee, the Executive Management Committee has appointed Captain Wilson to direct the User Committee with short term objectives established by the Executive Management Committee.

**DISCUSSION:**

Short term objectives established by the EMC:

- 1) Document examples of common day-to-day, task force and mutual aid police and fire incidents and how the user community plans to utilize the PCWIN to satisfy the communications requirements of each and document applicable proposed procedures.
- 2) Document examples of common incidents requiring interoperability with other state and federal public safety agencies. Each description should identify specifically which agencies the user community needs to interoperate with.
- 3) Document examples of common interactions between communications centers and how the user community envisions facilitating those in the future.
- 4) Define policies and procedures for implementation of the ACU1000 located at the Sheriff's Headquarters Building.
- 5) Conduct tabletop exercises to test the viability of the planned procedures.
- 6) Research how the HIPAA requirements will impact voice communications and propose policy and procedures that will guide user compliance.

**FISCAL IMPACT:**

Unknown

**ALTERNATIVES:** Not Approve - Modify - Table

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
USER COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**V**

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<b>DATE ACTION REQUESTED:</b>	<b>TYPE OF ACTION REQUESTED:</b>	<b>SUBJECT:</b>
May 12, 2005	<input type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Info & Possible Action <input checked="" type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> Other	Definition of Interoperability

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**TO:** User Committee

**FROM:** Executive Management Committee

**RECOMMENDATION:**

Definition of interoperability.

**DISCUSSION:**

The Pima County Bond Implementation Plan narrowly defines the participants of the bond project as specific public safety agencies. It also encourages participation by other state, county and federal public safety agencies, but provides no source of funding to provide service to them.

The User and Technical Committees have attempted to agree upon a definition of interoperability that they could then adopt to guide some of their future planning activities. There has not been consensus among the subcommittees about how far the definition should go in describing the desired capabilities of a new system. Some of the membership argues for a broad definition that would require solutions allowing PCWIN users to communicate with public safety agencies not a member of PCWIN, and with the public works users of our local jurisdictions.

In order to move forward with our planning efforts the Executive Management Committee has adopted the following definition of interoperability to narrow or widen the scope of the project as the committee might direct:

**Voice Communications Interoperability**

The ability of PCWIN public safety service providers - law enforcement, firefighters, EMS, and emergency management - to establish voice communications with staff from other PCWIN responding agencies on demand and in real time, to exchange information according to a prescribed method in order to achieve predictable results; and,

The ability of PCWIN users to interact with non-PCWIN public safety service providers on separate communications networks to exchange information according to a prescribed method in order to achieve predictable results via common conventional channels, network gateways or other system interconnectivity solutions.

The above definition does not specifically state a requirement for interoperability between PCWIN users and the public works agencies of the local jurisdictions. This type of requirement would expand the scope of the project as envisioned by the bond implementation plan. It does however leave provisions for interaction with other PCWIN users regardless of professional discipline. As a result non-public safety self-funded users could be brought onto the system to achieve interoperability with the public safety users.