

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
(PCWIN)  
EXECUTIVE MANAGEMENT COMMITTEE**

Pima County Sheriff's Administration Building  
1750 East Benson Highway, 3<sup>rd</sup> Floor  
Monday, November 24, 2008  
1:00 p.m.

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the November 24, 2008 EMC meeting. Cassette tape and materials provided are available upon request.

**I. Call to Order: Captain Paul Wilson, Alternate Chairman, 1:03 p.m.**

**Roll Call: Catherine Hanna, Pima County Sheriff's Department**

**Members Present**

Chief Jeff Piechura, Northwest Fire District  
Asst. Chief Gary Bynum, Drexel Heights Fire District (*1<sup>st</sup> Alternate*)  
Deputy Chief Larry Stevens, Oro Valley Police Department (*1<sup>st</sup> Alternate*)  
Deputy Chief Pat Quinn, Tucson Fire Department (*2<sup>nd</sup> Alternate*)  
Asst. Chief Kathleen Robinson, Tucson Police Department (*1<sup>st</sup> Alternate*)  
Lt. Charles Hangartner, Tohono O'odham Police Department (*1<sup>st</sup> Alternate*)  
Mr. Dennis Douglas, Pima County OEM & Homeland Security

**Members Absent**

Sheriff Clarence Dupnik, Pima County Sheriff's Department  
Chief Douglas Chappell, Drexel Heights Fire District  
Chief Joseph Delgado, Tohono O'odham Police Department  
Acting Chief Kermit Miller, Tucson Police Department  
Chief Terry Tometich, Marana Police Department  
Chief Daniel Sharp, Oro Valley Police Department  
Chief Dan Newburn, Tucson Fire Department

**Others Present**

Shannon Collier, Sahuarita Police Department	Mike Sacco, Pima County Sheriff's Department
John Garcia, Town of Sahuarita (Public Works)	Larry Sayers, Pima County Wireless Services
Steve Howard, TYCO	Ron Sober, GITA PSIC
Joe Jakoby, City of Tucson IT	Michael Todd, GITA PSIC
Jayne Kahle, Northwest Fire District	
Jim Long, Northwest Fire District	
Kevin Mayhew, Tucson Police Department	
Marie Nemerguth, City Manager's Office	
Paul Punske, Motorola	

**II. Approval of Minutes**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson proposes approval of the minutes for the September 25, 2008, Executive Management Committee (EMC) meeting. Chief Piechura moves to approve the minutes and Asst. Chief Bynum seconds the motion. Motion unanimously carries.

*Materials provided: EMC summary dated September 25, 2008.*

**III. Committee Appointments**  
**Captain Paul Wilson, Pima County Sheriff's Department**

The City of Tucson has requested that the Committee consider one (1) nomination for the Executive Management Committee:

- Fire Chief Patrick Kelly, as primary representative, for the Tucson Fire Department, replacing Retired Chief Dan Newburn.

Additionally, Captain Wilson recommends that the Committee appoint Mr. Robert C. Morton to represent the City of Tucson General Services Department Communications Division on the Technical Committee, replacing Ms. Anita Velasco. Staff has reviewed Mr. Morton's resume and has concluded that he is qualified for the appointment.

**Motion**

Deputy Chief Quinn motions to approve the recommended actions. Assistant Chief Robinson seconds the motion. Motion unanimously carries.

Ms. Catherine Hanna will prepare the appropriate paperwork for Fire Chief Kelly's nomination for Board of Supervisor consideration.

**IV. Dispatch/Emergency Operations Center Planning & Design**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Tier one services began November 5, 2008, with Durrant Group, Inc. On October 23, 2008, County staff conducted a review meeting with tenant representatives of the future occupant agencies to revisit previous planning decisions and scope issues that were previously decided.

On November 25, 2008, representatives will be traveling to Phoenix to visit the Phoenix Fire Department and the Glendale Police Department dispatch/EOC facilities. Representatives involved in the planning process will be given the opportunity to visualize what they would like to see in a new facility.

On December 2<sup>nd</sup> through 4<sup>th</sup>, Durrant will return to Pima County to conduct their second planning meeting. On November 5<sup>th</sup> and 6<sup>th</sup>, Durrant conducted two (2) days of information gathering interviews with tenant representatives to verify space requirements and to identify key project goals.

Captain Wilson characterized those interviews as “rocky,” adding that Durrant appeared unorganized. The County has voiced its concerns and expectations to Durrant, in hopes that they will perform better in December. Captain Wilson followed up with Cindy Sylvester, from Pima County Facilities Management, and expressed that Durrant could be helpful if they would better prepare meeting participants, so they know what to expect at the meetings.

Additionally, on November 19<sup>th</sup> and 21<sup>st</sup>, Plant/CML and Positron, makers of 9-1-1 customer premise equipment, were invited to conduct presentations on their current and future products to dispatch users.

Architectural and engineering services for Tier One remain on schedule.

In October, the Tucson Police Department received results of a feasibility study they had commissioned to prepare a program and cost estimate for the expansion of the Thomas Price Service Center. The findings were discouraging. The hired firm concluded that there would need to be extensive structural and mechanical upgrades to come into current code compliance to support critical infrastructure facilities. They estimated those upgrades and renovations at approximately \$6M, which is 50% more than the PCWIN construction estimate for the facility. The findings have been transmitted to Durrant to be considered during their building investigations and recommendations.

The report stated that the current structure is as safe as any typical office building in Tucson, but that “essential facilities” such as those supporting emergency communications require a higher degree of structural reinforcement under current International Building Codes.

Deputy Chief Quinn asks if there is a bid on what the cost would be to bring the 22<sup>nd</sup> Street facility up to code. Captain Wilson states, “no,” but Durrant will conduct facility inspections the week of December 2<sup>nd</sup> and similar conditions could be found. Durrant has been asked to explore code compliance issues as it relates to a back up center.

Deputy Chief Quinn asks if it would be more cost effective to purchase land and build a new facility rather than renovate the two (2) facilities in question. Captain Wilson explains that Durrant has not been given that direction, but the company has that possibility in mind. Durrant will provide their recommendations by February or March 2009 and Staff will forward those recommendations to the Committee for discussion.

**V. Voice and Data Radio Procurement**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson reviews the Procurement schedule for the Committee:

Voice & Data Radio Procurement Activities

- Oct 3 Request for Clarifications
- Oct 17 Clarification Response
- Nov 7 Complete Second Pass Technical Evaluation
- Nov 10 Evaluation Team Meeting
- Nov 12-13 Vendor Presentations
- Nov 14 Evaluation Team Meeting
- Nov 17 Evaluation Team Meeting
- Nov 26 Clarification Responses From Vendors
- Dec 5 Evaluation Team – Preliminary Consensus Scoring
- Dec 12 Preparation of Preliminary Recommendations Report
- Dec 18 Evaluation Team Recommendations to EMC
- Best and Final Offers Request
- Final Recommendations Report
- Executive Committee Meeting/Recommendations to BOS

Captain Wilson suggests that the next Committee meeting, scheduled for December 18, 2008, be conducted in executive session, depending on the Committee's direction. The Committee will be briefed on the vendor proposals and will be asked to give direction to the Evaluation Team on how to proceed on those proposals. It will be important that the Committee members, with policy making authority, attend to represent their agencies.

**VI. Connectivity Procurement**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Mr. Tony Casella provides the Committee with an update on the connectivity solicitation.

Captain Wilson refers the Committee to the PCWIN Evaluation Team – RFP Phase 2 Connectivity handout for review. Following Mr. Casella's update, the Committee will be asked to approve the group of individuals listed on the handout as the Technical Evaluators for the Connectivity Solicitation.

Connectivity consists of microwave and fiber equipment. Staff recommends involving individuals experienced with the technology.

The voice and data procurement has been delayed; therefore, the connectivity procurement is delayed. Once the final decisions are made on the voice and data proposals and approved by the Board of Supervisors, Staff will take the design of the chosen vendor and plug that information into the final connectivity specification.

The County has distributed a Pre-Qualification RFQ for the connectivity vendors and their responses are due November 25<sup>th</sup>. The Evaluation Team will meet and discuss each vendor's qualifications to determine qualified vendors. Vendors, who are deemed qualified, will receive the RFP.

### **Motion**

Deputy Chief Quinn motions to accept the PCWIN Evaluation Team for RFP Phase 2 Connectivity. Chief Piechura seconds the motion. Motion unanimously carries.

*Materials provided: PCWIN Evaluation Team – RFP Phase 2 Connectivity handout.*

## **VII. Grant Projects**

### **Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson provides updates on several grant funding projects:

#### **2008 Interoperable Emergency Communications Grant**

PCWIN was awarded \$194,000, which will fund consultant services to prepare a tactical interoperable communications plan and additional consultation services to write interoperable standard operating procedures for PCWIN. A scope of work, to be added to the CTA Communications contract, has been prepared for submittal to the Board of Supervisors.

#### **2008 Emergency Operations Center Grant Program**

This \$1.33M grant program was submitted by the Department of Homeland Security, and would support architectural and engineering studies and equipment purchases. The Pima County Office of Emergency Management and Homeland Security has been notified that they did not receive a grant award.

#### **FY06 COPS Technology Grant**

The environmental assessment for the 911 fiber project is complete. The COPS Office issued a draft finding of no significant impact (FONSI). The 30-day period for public input was advertised by newspaper and letters to affected residents and businesses by Sage Landscaping. No comments were submitted. Lt. Sacco will request that the DOJ COPS Office give final approval of the project, so Staff can proceed with fiber installation. We intend to delay installation until Durrant has an opportunity to evaluate the 22<sup>nd</sup> Street Facility's suitability to meet PCWIN's needs.

**VIII. Contracts & Intergovernmental Agreements**  
**Captain Paul Wilson, Pima County Sheriff's Department**

**City of Tucson Right of Entry Agreement**

Pima County and the City of Tucson have finished executing a Right of Entry Agreement, providing Pima County and its representatives access to the Price Service Center for the purposes of conducting the architectural and engineering studies.

**City of Tucson General Services Department A&E Labor Reimbursement IGA**

A draft IGA was submitted to the City, for review, and has since been returned. The City's comments were forwarded to the Pima County Facilities Management for their review and comment.

**City of Tucson Master Site Sharing Agreement**

A draft agreement has been submitted to the City for review and comment. A meeting to discuss has not been scheduled.

**CTA Communications Contract Renewal**

CTA's contract is up for renewal in January 2009. Captain Wilson will recommend extending the period of the contract which will allow CTA to complete phases 1-4. Additionally, staff will recommend the Board of Supervisors increase the value of the contract to incorporate a scope of work for implementation services and to satisfy the requirements of the 2008 Interoperable Emergency Communications Grant, which has been drafted and forwarded to CTA for cost proposals. Specific purchase issues will be brought back to the EMC for consideration.

**IX. Project Management**  
**Captain Paul Wilson, Pima County Sheriff's Department**

This item was requested by the City of Tucson for further discussion. Captain Wilson refers the Committee to several outlined handouts for review.

During the September 25<sup>th</sup> EMC meeting, Staff extended an offer to the City of Tucson to fill the Assistant Project Manager position if they had staff qualified and available to take the position. Unfortunately, the City did not find a staff member suitable for the position. As a result, the Staff Office needs to recruit and hire a qualified person for the position. Pima County Human Resources has been asked to assign Position Control Numbers, which will go to the Board of Supervisors, and is expected to be approved.

Captain Kevin Mayhew addressed the Committee about an alternative option for project management for consideration of future action by the Committee. The Committee is referred to several handouts for this item of discussion.

Captain Mayhew reiterates that the City did not find a staff member suitable for the position of Assistant Project Manager for the project. In discussions with Assistant City Manager, Richard Miranda, a letter was drafted to County Administrator Chuck Huckelberry, dated October 22, 2008, which outlined the City's desire to identify a contract project manager, due to the scope and nature of the project. Captain Mayhew notes that this request shouldn't be surprising to the Committee, as the City has held that point of view for some time. The County Administrator suggested that the City and the County commit \$100,000, each, to contract with a professional project manager. Proposed funding will not come from the bonds.

Assistant City Manager Miranda directed City staff to begin discussions with the County and another letter was drafted by County Administrator Huckelberry, where he listed a number of questions for the City's response. Captain Mayhew and Captain Wilson have scheduled a meeting, tentatively for December 1, 2008, to further discuss project management issues.

Captain Mayhew states that Captain Wilson's planning process for putting the project team together needs to continue and although the City recognizes the timing issues, there are other issues which need to be addressed. Captain Wilson has indicated his willingness to meet with the City and discuss the issues of concern.

Captain Wilson explains that the City has expressed a lack of confidence in the County's Implementation Team. He wants to learn more about the City's expectations for a future contracted project manager. The Sheriff's Department has the utmost confidence in the Implementation Team and does not support soliciting outside project management. The County is willing to discuss the City's concerns.

Captain Wilson states that it is unclear where the City obtained the \$200,000 figure for project management services. Additionally, the Sheriff's Department has not been given any direction to find the funds in their budget for this venture. To the contrary, the Sheriff has been asked to cut \$2.5M out of the general fund budget, this year, and is not inclined to spend discretionary resources for this purpose.

As Project Administrator, Captain Wilson believes the interjection of new contracted staff would be distracting. This would require the County to recruit and hire, or in the alternative, contract for professional services. Neither Captain Wilson nor Captain Mayhew has an individual in mind to fill that role. Contracting would require Staff to identify the scope of work entailed and identifying particular people for that role; possibly requiring a procurement process. Additionally, the process would bring someone into the project who would have to be "brought up to speed" about the project.

Although there are a number of issues of concern outlined by Captain Wilson, he adds that he is receptive to discussing the City's concerns. He adds that Captain Mayhew's discussion will gauge receptiveness from the Committee, as to whether or not there would be objection to the City and County discussing outside project management for the project.

Captain Mayhew acknowledges that the City is open to suggestions on outside project management, but cautions that the City is responding to the Assistant City Manager's direction. The City recognizes the hurdles, but also feels strongly about the issue. He adds his appreciation to Captain Wilson on his willingness to meet and discuss this matter.

Captain Wilson reiterates that the Sheriff's Department has been given no direction by the County Administrator and does not take the position of supporting the request for hiring an outside project manager for this project. Captain Wilson asks that the City determine where the lack of confidence occurs in the project team and try to overcome that, in an effort to move forward.

### **Discussion**

Chief Piechura asks for project staff clarification. Captain Wilson provides clarification while referring to the Organization Chart handout.

As Project Administrator, Captain Wilson would focus on the administrative, grants management, organizational development, and policy development functions. Mr. Tony Casella, Project Manager, would be responsible for day-to-day implementation, keeping in mind that Mr. Casella is not the only person with authority. Ms. Cindy Sylvester, Pima County Facilities Project Manager, is an architect who will oversee design and construction of the dispatch facilities, working directly with the architectural and engineering firm and overseeing construction management personnel. This chart shows multiple project managers involved in the project. Each major vendor will also bring their own project managers to the project. County has required voice and data radio vendors to appoint PMP Certified project managers. Each vendor project manager will report to Mr. Casella throughout the project. A large portion of Mr. Casella's duties will be managing to the project's schedule. Additionally, the Assistant Project Manager would be a back up to Mr. Casella, as well as, being able to conduct field assessments if Mr. Casella is not available. Staff sees an estimate of eight (8) individuals in the project management team, with specific roles of participation.

Captain Wilson confirms that current individuals on the payroll are Ms. Sylvester and Mr. Casella, and additional staff requested is the Assistant Project Manager and an Administrative Assistant. He adds that the Committee approved the Administrative Assistant and the Assistant Project Manager positions during the September Committee meeting.

Chief Piechura seeks clarification on the \$200,000 proposed by the City. Captain Mayhew explains that the City proposed to contract with an individual for a maximum cost of \$200,000 per year, for three to four years of work. This individual would take over as Project Manager. Captain Mayhew is unsure what funding source would fund the cost, but it will not come from the bond. He adds that based on the City's contacts with the County Administrator, the City and the County will offer \$100,000, each, in support of soliciting an outside Project Manager position to manage the project. The City's recommendation does not include the Assistant Project Manager position or the Administrative Assistant position.

Chief Piechura asks if the City's contentions surround the current Project Manager and seeks additional clarification on the City's concerns.

Assistant Chief Robinson explains that the City was given the opportunity to fill the Assistant Project Manager position. Many people had the technical background, and others had the project management background. The City feels strongly that an assistant project manager must have expertise in both areas, to manage a project of this size, to assist Mr. Casella in this effort. Captain Wilson asks Asst. Chief Robinson if she foresees Mr. Casella in project manager roll. Deputy Chief Quinn states, "not necessarily."

Deputy Chief Quinn explains that this is not a personnel issue. The City has always taken the stance that an outside agency should be hired for project management services. PCWIN has only one shot at this and it should be done correctly. The person hired should have project management, budgeting, and jurisdictional input experience, along with the ability to work collaboratively with others.

Assistant Chief Bynum inquires about CTA's roll in project management assistance. Captain Wilson explains that CTA's scope did not include on-site, day-to-day project management operations, although they will remain engaged in project meetings, and some on-site management.

Captain Mayhew adds that the City is not proposing to alleviate the Assistant Project Manager position.

Chief Piechura asks if the County has plans for project management personnel once the project is implemented. Captain Wilson explains that hiring an assistant project manager would occur with the understanding that the position could go away once the project is implemented. Chief Piechura asks if the County offers contract employment for services, as an alternative. Captain Wilson states that it would be offered as a Professional Services Contract.

Deputy Chief Quinn asks if Mr. Casella's position is funded from the bond funds. Captain Wilson explains, "yes," adding that the Assistant Project Manager and the Administrative Assistant positions will also be provided by the bond funds, based on the Committee's prior approval.

Deputy Chief Stevens explains that this Committee authorized Captain Wilson to hire an Assistant Project Manager and an Administrative Assistant. He inquires if Staff is delaying this process to address the City's concerns. Captain Wilson states that he was waiting for the City to provide a staff member for the Assistant Project Manager position, but since that question has been answered, he intends on proceeding with hiring for both positions, as approved by the Committee.

Chief Piechura asks what the City's position with PCWIN will be if the County proceeds with hiring an Assistant Project Manager. Captain Mayhew reiterates that the City understands the time constraints and they will work diligently to address their concerns in the December 1<sup>st</sup> meeting. Captain Wilson states that this Committee has already approved the organizational structure of this project, although it remains a question whether to reconsider that decision. He expects that if the City and the County were to work something out, it would still come back to this Committee for discussion and authorization.

Captain Mayhew states that this agenda item was intended to inform the Committee on the concerns of the City.

The Project Manager is estimated to be needed through 2012. When Staff reviewed Project Management options, the County reached out to Pinnacle One for capital project assistance. Following that, Staff estimated project management expenses to be 10% of the construction costs of the project. Staff came back to this Committee with an estimate of \$2M for project management over the life of the project.

It was at that point that the County Administrator expressed interest in hiring project management internally instead of contracting outside. Captain Wilson explains that this agenda item is intended for discussion and no action is requested. Staff will continue to implement the direction of the Committee, which was to move forward with hiring an Assistant Project Manager and Administrative Assistant until the Committee provides an alternative direction.

Chief Piechura raises concern that if the County proceeds in hiring these positions knowing that the City has expressed strong concerns, it may cause difficulties with moving forward. He suggests delaying the request for the positions until the City and the County can work through their concerns. Captain Wilson explains that he does not anticipate recruiting for the positions before the December 18<sup>th</sup> Committee meeting, as the positions still need Board of Supervisor approval.

*Materials provided: PCWIN Organizational Chart (Approved by the Committee in September 2008), dated October 21, 2008; A City of Tucson Letter to County Administrator Huckelberry from Asst. City Manager, Richard Miranda, reference PCWIN Project Management, dated October 22, 2008; Response letter from County Administrator Huckelberry to Asst. City Manager Miranda, dated October 28, 2008; A City of Tucson letter to County Administrator Huckelberry from Asst. City Manager, Richard Miranda, reference PCWIN Project Management, dated November 18, 2008; Response letter from County Administrator Huckelberry to Asst. City Manager Miranda, dated November 19, 2008.*

**X. Establishment of a Project Office  
Captain Paul Wilson, Pima County Sheriff's Department**

The County has identified office space on the fourteenth floor of the Bank of America building in downtown Tucson, which is available for project management occupancy. The Sheriff's Department Administration Building does not offer the necessary space.

Captain Wilson provides a brief overview of the floor layout for the Committee.

Staff would need to initiate a work order request with Facilities Management to conduct some very minor improvements to the office space, largely to include the reception area, which may need new carpet and paint. New furnishings and office equipment will include the bulk of the cost.

PCWIN has existing policy that allows Captain Wilson to spend up to \$5,000 for PCWIN purchases. Captain Wilson expects that the furnishings will cost over that amount. He requests that the Committee give him authority to expend no more than \$50,000 for improvements to this office space. A furnishing plan will be provided and once that is established, the County can evaluate what furnishings are available in stock to keep costs down. The County has no plans to charge PCWIN rent to occupy this space.

**Motion**

Captain Wilson asks for a motion to approve this funding for tenant improvements. Deputy Chief Stevens motions to allow Captain Wilson to expend up to \$50,000 for tenant improvements for office space at the Bank of America building, fourteenth floor. Mr. Douglas seconds the motion.

**Discussion**

Deputy Chief Quinn explains that if discussions with the City find that the project manager position will come from an external source, this office space may not be needed. Captain Wilson states that if one position is replaced with another, it may not change the number of offices needed. There is a limited amount of space, as it is. Deputy Chief Quinn asks if the County plans to add bond funded positions in the future. Captain Wilson explains that the County has no plans to do so, at this time.

Chief Piechura explains that due to the dialogue in today's meeting, he intends to oppose this request until he receives a status update from the December 1<sup>st</sup> meeting between the City and the County.

Mr. Douglas states that Staff is talking about office space improvement and asks what the disadvantages would be to waiting for these improvements. Captain Wilson states that waiting a couple of weeks will not create harm, although the goal was to occupy that area in the January 2009 timeframe. Furnishing deliveries will take time.

Discussions between the City and the County will include replacing the current project manager with a contract project manager. This will not change the amount of personnel who will occupy the suite. Captain Wilson asks Deputy Chief Quinn if he has an alternative to building occupancy. Deputy Chief Quinn explains that he's unsure if the contracted project manager would need housing.

Deputy Chief Quinn states that the County has no plans to charge PCWIN with rent while in the Bank of America building, and asks to see that confirmed by the County Administrator's Office, before the Committee allows funds for improvements. He adds that if \$50,000 is allotted for these improvements and furnishings, the Committee should know what will happen to the furnishings and equipment after project management is complete. Captain Wilson feels that the \$50,000 figure was adequate to make all necessary improvements, but it's meant to be a "not to exceed" figure. Staff needs office space for a Project Management Team and Captain Wilson looks to the Committee for alternative ideas if the recommendation is not suitable to the Committee.

Deputy Chief Stevens states that he trusts Captain Wilson with up to \$50,000 to conduct business and up to this point, the Committee has entrusted him with a \$92M project. He expresses disbelief that the Committee is questioning entrusting Captain Wilson with this funding for office improvements, which will be used to house the appropriate project management.

He suggests that the Committee stop the delays and move forward.

Chief Piechura recognizes that this discussion may include minutia, but taking the current economical climate, agencies have to take these matters into consideration. He suggests these improvements be deferred until a better cost is determined. Mr. Douglas agrees with Deputy Chief Stevens' opinion and requests to move forward with improvements.

The motion is put to a vote. Five (5) Committee members approve the motion; two (2) oppose the motion. Motion carries.

*Materials provided: Building Floor plan handout for PCWIN office space.*

## **XI. Executive Session Recommendation Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson refers the Committee to several handouts for review at their leisure.

Staff recommends that the next Committee meeting be scheduled for December 18, 2008, and conduct that meeting in executive session to discuss voice and data radio proposals in a confidential setting. Staff has scheduled this meeting to take place at the County Procurement Department, 130 W. Congress.

## **Motion**

Assistant Chief Robinson motions to conduct the December 18<sup>th</sup> EMC meeting in executive session. Deputy Chief Stevens seconds the motion. Motion unanimously carries.

Captain Wilson advises that the December 18<sup>th</sup> meeting will be lengthy.

## **Discussion**

Deputy Chief Quinn asks if the Committee will violate Open Meeting Laws if the Committee discusses anything other than the voice and data proposals in executive session. Captain Wilson states, "no," as long as the meeting topics are posted appropriately. Deputy Chief Quinn states that he wants to update the Committee on the outcome of the City and County meeting from December 1<sup>st</sup> and believes that would be a good time to provide that update. Captain Wilson explains that the meeting can be advertised to include that item or the Committee can choose to have a separate meeting to discuss the item.

Captain Wilson adds that it may become necessary for the Committee to meet more frequently as Staff continues the procurement phases of the project. Deputy Chief Quinn concurs.

*Materials provided: CIP Project Work Order Reports, dated November 24, 2008; Pima County Memorandum to Presiding Judges, Elected Officials, and Department Directors, from County Administrator Huckelberry, regarding Budget Expenditure Reductions for the Balance of the Fiscal Year; Pima County Memorandum to Pima County Bond Advisory Committee members, from County Administrator Huckelberry, reference Recommendations Regarding Funding of Certain Programs and Projects for a Possible General Obligation Revenue Bond Issue for November 2009, dated November 14, 2008; Urgent Communications handout, regarding 700 MHz Network, dated November 11, 2008.*

## **XII. New Business, Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson refers to the Committee for New Business. He receives no response.

## **XIII. Call to the Public**

Captain Wilson asks if anyone in the audience would like to address the Committee. He receives no response.

## **XIV. Date-Time-Location of Next Meeting(s)**

**Thursday, December 18, 2008, @ 9:00 AM**  
Pima County Procurement Department  
Pima County Administration Building  
130 W. Congress, 3<sup>rd</sup> Floor

## **XV. Adjournment**

Captain Wilson asks for a motion for adjournment. Assistant Chief Bynum moves to adjourn the meeting. Lieutenant Hangartner seconds the motion. Motion is unanimously carries.

Meeting adjourns at 2:30 p.m.

Minutes prepared by: Catherine Hanna