

**NOTICE/AGENDA OF PUBLIC MEETING  
PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE 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 EXECUTIVE COMMITTEE and to the general public that the Executive Committee will hold a meeting on **Thursday, October 23, 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 Minute Summary from the August 28, 2014 and September 25, 2014 Executive Committee Meetings.
- III. EXECUTIVE DIRECTOR'S REPORT** John Voorhees  
**Info & Direction to Staff**
- A. PCWIN Budget – Special Revenue Fund**  
The Committee will be briefed on the 3<sup>rd</sup> Period of FY 14-15.
- 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. Lifecycle Maintenance**
- E. Aviation Radio Discussion (COT)**
- IV. PROPOSED BUDGET FOR FY 15-16** John Voorhees  
**Info & Possible Action**
- The Committee will be briefed and asked to approve the components of the proposed budget for FY 15-16.
- V. PCWIN STATUS UPDATE** Rick Brown  
**Info & Direction to Staff**
- The PCWIN Wireless Network Manager will provide the Committee with an update on pertinent activities.

**VI. 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.

**VII. PCWIN AGENCY HANDBOOK UPDATE**

John Voorhees  
**Info & Possible Action**

The Executive Director will brief the Committee and possible seek approval of new Policies. If approved, these policies will be forwarded to the BOD for action.

**VIII. NEW BUSINESS**

Committee  
**Info & Direction to Staff**

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

**IX. AGENDA ITEMS FOR FUTURE BOARD OF DIRECTORS MEETINGS**

Committee  
**Info & Direction to Staff**

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

**X. 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.

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

Committee  
**Discussion**

The next Executive Committee Meeting is scheduled for **Thursday, December 4, 2014 at 9:00 am** at the Pima Emergency Operations Center, 3434 E. 22<sup>nd</sup> Street, Tucson, Conference Room 308.

**XII. 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:

October 23, 2014

TYPE OF ACTION REQUESTED:

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

SUBJECT:

EXECUTIVE  
DIRECTOR'S REPORT

**TO:** Executive Committee

**FROM:** Mr. John Voorhees, PCWIN Executive Director

**RECOMMENDATION:**

**DISCUSSION:**

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

**A. PCWIN Budget – Special Revenue Fund**

The Committee will be briefed on the 3<sup>rd</sup> Period of FY 14-15.

**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. Lifecycle Maintenance**

**E. Aviation Radio Discussion (COT)**

**FISCAL IMPACT:**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**IV**

**DATE ACTION REQUESTED:**

**TYPE OF ACTION REQUESTED:**

**SUBJECT:**

October 23, 2014

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

**PROPOSED SPECIAL  
REVENUE BUDGET FOR  
FY 15-16**

**TO:** Executive Committee

**FROM:** Mr. John Voorhees, PCWIN Executive Director

**RECOMMENDATION:**

**DISCUSSION:**

The Committee will receive a briefing and be asked to approve the components of the proposed PCWIN Special Revenue Budget for FY 15-16.

**FISCAL IMPACT:**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**V**

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<b>DATE ACTION REQUESTED:</b>	<b>TYPE OF ACTION REQUESTED:</b>	<b>SUBJECT:</b>
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	<b>PCWIN STATUS UPDATE</b>

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**TO:** Executive Committee  
**FROM:** Rick Brown, PCWIN Wireless Services Manager

**RECOMMENDATION:**

**DISCUSSION:**

The Wireless Services Manager will update the Committee on pertinent PCWIN activities.

**FISCAL IMPACT:**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**VI**

**DATE ACTION REQUESTED:**

**TYPE OF ACTION REQUESTED:**

**SUBJECT:**

October 23, 2014

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

**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. Approved applications will be forwarded for BOD action.

**FISCAL IMPACT:**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**VII**

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<b>DATE ACTION REQUESTED:</b>	<b>TYPE OF ACTION REQUESTED:</b>	<b>SUBJECT:</b>
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	<b>PCWIN AGENCY HANDBOOK</b>

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**TO:** Executive Committee  
**FROM:** Mr. John Voorhees, PCWIN Executive Director

**RECOMMENDATION:**

**DISCUSSION:**

The Committee will review and be asked to approve new policies. Approved policies will be forwarded for BOD action.

**FISCAL IMPACT:**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE COMMITTEE**

**REQUEST FOR COMMITTEE ACTION**

**VIII**

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<b>DATE ACTION REQUESTED:</b>	<b>TYPE OF ACTION REQUESTED:</b>	<b>SUBJECT:</b>
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	<b>NEW BUSINESS</b>

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**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**

**IX**

**DATE ACTION REQUESTED:**

**TYPE OF ACTION REQUESTED:**

**SUBJECT:**

October 23, 2014

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

**AGENDA ITEMS FOR  
FUTURE BOARD OF  
DIRECTORS' MEETINGS**

**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**

**XI**

**DATE ACTION REQUESTED:**

**TYPE OF ACTION REQUESTED:**

**SUBJECT:**

October 23, 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, December 4, 2014 at 9:00 am.**

**FISCAL IMPACT:**

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

Pima Emergency Communications Operations Center  
3434 E. 22<sup>nd</sup> Street  
Thursday, August 28, 2014

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the August 28, 2014 Executive Committee meeting. Meeting materials provided are available upon request.

**I. CALL TO ORDER: Captain David Azuelo, 9:00 am**

Roll Call: Joni Castro, PCWIN Office

**Members Present**

Captain David Azuelo, Tucson Police Dept. (Chair)  
Chief Paul Wilson, P.C. Sheriff's Dept. (Vice-Chair)  
Chief Doug Chappell, Drexel Heights Fire District  
Howell Herring, Tucson IT Department  
Chief Daniel Sharp, Oro Valley Police Department  
John Voorhees, PCWIN Executive Director  
Chief Chuck Wunder, Green Valley Fire District  
Anthony Casella, Pima County ITD Department

**Participating Attendees:**

Rick Brown, ITD Wireless Services Mgr.  
Steve Campbell, Drexel Heights Fire Dept.  
Lt. Mike Pryor, Tucson Police Department  
Sgt. Garry Arnold, Tucson Police Department  
Chief Mike Garcia, Tucson Fire Department

**II. APPROVAL OF MINUTE SUMMARY – July 24, 2014**

**Motion:** It is moved by Chief Sharp, seconded by Chief Chappell and unanimously carried to approve the July 24, 2014 meeting summary as amended by Chief Wilson.

*Materials Provided to Members: EC Summary Draft dated July 24, 2014*

**III. EXECUTIVE DIRECTOR'S REPORT**

**A. PCWIN Budget – Period 1 Forecast:** John Voorhees

- Approximately \$369K in revenue has been received from external participants (non-Pima County Departments) and \$278K from Pima County Departments in PCWIN.
- 2nd quarter invoices went out on August 15, 2014 and are due October 1, 2014.
- 3rd page of the Financial Report reflects a revenue projection of \$4.6M. This monthly straight line projection overstates anticipated revenue. This revenue should be divided by 3 into the quarterly amounts which should more accurately reflect estimated revenue of approximately \$1.5M.
- All Members have paid dues.
- Expenditures include a few minor expenses related to operations/maintenance, leases, rental fees, purchase of a COMMSHOP software maintenance agreement, etc.
- The \$1,256.00 encumbrance is for purchasing a spare MCD 5000 for the hospitals as this is their primary means of communication on PCWIN.
- With respect to a question regarding the OEM versus PCWIN reference on Exhibit 1, Pima County Finance identifies funds by department and PCWIN is reflected under the Office of Emergency Management (OEM). Members are directed to look at Special Revenue Fund 2101 which is assigned to PCWIN.

B. **OWG & TWG Reports:** Steve Campbell, OWG Chair/Rick Brown TWG Chair

Mr. Campbell reports on recent activities of the OWG:

- The OWG now meets once a month.
- Several applications for PCWIN participation were reviewed, approved and forwarded to Mr. Voorhees who will discuss them later in the meeting.
- The group has been apprised of rebanding issues and the components of the process.
- Wayne Cummings, Tucson Fire Department (TFD) conducted an informative presentation to this group on limiting the number of times that the units need to be touched. Mr. Voorhees notes that this process has not been approved but certainly contains some potential efficiency and cost savings, especially for the City of Tucson. Anyone interested in obtaining a copy of Mr. Cummings presentation can contact Mr. Voorhees.
- They are reviewing and will respond to some remediation issues that have been identified.
- The group has returned to policy development and review.
- Mr. Voorhees adds that the OWG has also been involved in resurrecting the Fleet Map Committee which now meets regularly, are working on assigned tasks and making good progress on rebanding.
- Mr. Cummings is thanked for his research and presentation on the rebanding process and Matt Fenton, TFD, is thanked for chairing the subcommittee.

Mr. Brown provides an overview of recent TWG activities:

- The TWG now meets once a month.
- Management tools currently used by the COT and Pima County are being reviewed and there appears to be a fair amount of duplication. A subcommittee has been formed to research and thoroughly review which tools work best for both entities for PCWIN.
- The Agency Handbook Table of Contents has been reviewed for assessment of outstanding policies/procedures including need and prioritization.
- City and County network maintenance operations staff are demonstrating tremendous internal coordination and team effort as they work to resolve operational issues that present themselves unexpectedly or while executing planned activities. Staff is becoming more aware of important touch points, subtle nuances of the system, and has been involved in substantial, ongoing training.

C. **PCWIN Network Health Report:** John Voorhees

- Overall network health for July is good.
- Busies were negligible in Simulcast A or B and 9 on North Simulcast. The majority of busies occurred on Haystack where there is limited capacity, and staff continues to work through site affiliation issues.

Discussion: Captain Azuelo asks what was done to bring the 742 network busies (492 attributed to Haystack and 270 to Keystone) to be reduced from last month. Mr. Voorhees responds that most of the Haystack busies resulted from the planned exercise; however, to his knowledge, nothing significant has been done reduce the number of busies reflected in the June and July reports. Mr. Herring notes the purpose of that exercise was to try and “jam” the system. Mr. Voorhees also attributes the decrease to an increase in comfort level of using the system and training.

- Emergency activations continue to remain steady by site. This is not an area of concern; however, he continues to stress to the leadership of the public safety community that proper radio discipline continue to be emphasized in training.
- As tasked by this body, Mr. Voorhees sent a report to individual agencies with their respective number of emergency activations. Hopefully this information will assist the Chiefs in determining if additional training appears to be required or promote discussion of other related causes/solutions.
- The Fleet Map Committee discussed that quite a few of the emergency radios are activated by the ½ second touch of the activation button. This can be problematic especially on the XE variant radios where the emergency activation button is raised slightly, and a simple brush of the button can activate an emergency tone. The group is trying to determine if that time needs to be

bumped up and each agency would have the opportunity to review their fleet maps and change their code plug. A change to ¾ of a second delay on the activation button could lower the amount of accidental activations.

- Chief Wilson notes that the last report sent out with the emergency activations last month seem to be training related so he is not sure if the timing issue is really the problem right now.

Discussion: Captain Azuelo asks if there is a way to interject a warning to an officer on the ground when aviation staff sees an imminent danger. Mr. Voorhees responds there was a recent meeting on this issue which will be discussed in more detail later in the meeting.

- Mr. Voorhees reports that the overall backhaul network health is solid.
- The City of Tucson SONET upgrade in June and July, 2014 resulted in one brief maintenance issue at the COT console level which was addressed immediately and resulted in no user impact; and, the system is up and running well.

#### IV. PCWIN STATUS UPDATE – Rick Brown

- A. **Rebanding:** Discussions continue with Sprint/Nextel in the mediation phase, and staff is awaiting a response on their last submittal. Once the process is finalized, the rebanding process can move forward.
- B. **Coverage Remediation Process:** Mr. Voorhees and Mr. Brown joined efforts to send a request to the PCWIN community asking them to identify their coverage issue and to provide input for in-building coverage remediation using BDAs. Responses have been minimal. However once the data is returned, it will be reviewed, sent to the OWG for prioritization, and then forwarded to the Wireless group for confirmation and suggested remediation. Should a recommended solution for remediation require funding, the item will be brought forward with associated costs to the Executive Committee.
- C. **Motorola Service Bulletin – Remote Speaker Microphones:** Out of 1500 radios that have been tested to date, only 22 have failed which amounts to a 1.6% fail rate which falls well below the anticipated 4% fail rate anticipated by Motorola. Testing at the jail will be conducted this evening and the remaining few agencies will be completed in the near future.
- D. **Dispatch Console Upgrades and VPM Remediation:** Some agencies may have already experienced Motorola coming to install shields in the VPMS and updating the consoles. Two VPMS were actually replaced.
- E. **TOPSC Power Outage Impact:** COT – Chief Mike Garcia, TFD & Lt. Mike Pryor, TPD

Mr. Brown notes that the TOPSC outage resulted in no network or user impact and Chief Garcia and Lt. Pryor present a general overview of the event:

- TFD saw no difference in the level of service for citizen or agencies due to the outage; felt the system worked flawlessly and staff was marvelous.
- TFD hopes to further refine the process once construction at TOPSC is completed.
- The outage helped to identify a few things that need to be accomplished to provide a seamless transition from the TOPSC to PECOC including some network path issues, links that need to be connected to PCWIN and resolution of their existing trunk capacity limitations that make it difficult to retrieve and manage City 911 calls.
- The City is currently working with Century Link on a proposed resolution and associated costs of remediating the trunk issues which may include adding 14 trunk lines and result in a onetime cost.
- The City would like to be able to better identify needed equipment, manuals and tool, etc. and have them on site at PECOC in the in the event of an actual “bug out”.
- Lt. Pryor and Chief Garcia respond to questions on the status of acquiring the additional lines with the City’s Demand Services process from Captain Azuelo and suggest that perhaps by the first quarter of next year, the COT may have some new 911 capabilities.

- The date for completion of Phase II of the TOPSC construction is generally discussed but not defined by the Members and staff.

## V. MEMBER & PARTICIPANT ACQUISITION

Mr. Voorhees reports that applications for Cochise County Sheriff's Department and Raytheon Fire Department have been forwarded to the Board of Directors for review and approval today. He briefs the Committee on the following new applications:

### A. Arizona Air National Guard, 162<sup>nd</sup> Fighter Wing Fire Department

This agency is requesting interoperability with PCWIN, has purchased 12 Motorola APX 7000XE radios and is requesting programming of Tucson Fire Department (TFD) talk groups primarily for medics and patient transport requirements. TFD has given permission to share their talk groups with them. Captain Azuelo asks about the TPD frequency for control on the south side as they provide support for this group in the case of an "active shooter" situation. Mr. Voorhees responds this was not part of their request; however, if Captain Azuelo feels it is important it can certainly be included. With the concurrence of Captain Azuelo, Mr. Voorhees agrees to reach out to the Agency for additional clarification. Chief Wilson comments that perhaps this is already a standard practice, but all common "Interop" talk groups also be provided. Mr. Voorhees agrees and responds it was his assumption that all radios that use PCWIN have access to the common talk groups and law/enforcement channels.

### B. Bureau of Alcohol, Tobacco, Firearms and Explosives

This agency is requesting interoperability with PCWIN. They work with TPD and the Pima County Sheriff's Department (PSCD). They are asking that 7 of their Motorola APX 7000 and 7500 radios be programmed with their talk groups – specifically dispatch. They do have 30 portables and 43 mobiles that are included in the application but are not prepared to have all 73 of them programmed at the same time. The working groups did review and approve the units; and if this application is approved, he will advise them the Bureau that all 73 units can be programmed. If there is any hesitation about programming that total number, that issue can be truncated as appropriate. Captain Azuelo notes that they typically do not use their radios very often.

### C. U of A Risk Management Department

The University of Arizona Police Department (UAPD) is already a member of PCWIN Cooperative (under the Arizona Board of Regents) and the U of A Risk Management Department (UARM) is also requesting full membership in the Cooperative as well. They have purchased their own Motorola APX 6000 LI radios, would like to have their own customized fleet map and talk group requests with PCWIN. Although the application indicates that this will not be their primary method of communication, they would like to use PCWIN as a member would. They have received approval for talk group sharing with TFD and UAPD. The OWG and TWG have discussed and agreed that there needs to be some kind of an "over watch dispatch agency" to help with various administrative functions and procedural issues (i.e. – lost or compromised radios) for non-public safety agencies. The UAPD has agreed to assume that role for UARM.

Mr. Voorhees notes that UARM is prepared to pay appropriate fees for membership and maintenance, and suggests that this agency be brought under the current IGA with the University of Arizona's Board of Regents which will also increase the presence of U of A in PCWIN under the same designated Board of Director's representative.

**Motion:** It is moved by Chief Wilson, seconded by Chief Sharp and unanimously carried to approve all three applications as recommended with the suggestion that confirmation be obtained from the PCWIN Wireless group and Motorola that the APX 6000 LI, and any noted limitations (he thinks there could be some issues with OTAP encryption) and is compatibility with the PCWIN and that special maintenance requirements are taken into consideration and limitations. Mr. Voorhees notes that Wireless has already approved that the using agency understands the compatibility with the system.

## VI. PCWIN AGENCY HANDBOOK UPDATE

The Executive Director reports on the following:

- There are no new policies for review today.
- The Voice Recording Policy will go to the Board of Director's today for review and approval.
- The following documents have been uploaded on the PCWIN website:
  - The "*Notification of System Activity Procedure*" which accompanies the previously approved Policy for same, which establishes more specific procedural guidance for notifying end users about potential service impacting window and potential outages; establishes end user contact requirements (i.e. Wireless Services or City of Tucson's General Services) for at least two points of contact
  - The "*Fleet Map Change Request Form*" which was developed to formalize the process for making changes to Fleet Mapping code plugs.
- Hopefully, the Committee will be able to review/approve the PCWIN System and Equipment Security Policy at the next meeting, if approval is received from the OWG/TWG.

## VII. AVIATION REQUIREMENTS OF CITY OF TUCSON and PIMA COUNTY

At the request of Captain Azuelo, Sgt. Arnold, Chief Flight Office for TPD and Lt. Dan Lewis, TPD Tactical Support Force, provide an overview of their report on City of Tucson's (COT) avionic needs and progress to date.

- The COT Air Support Unit was overlooked during the initial radios assessment.
- COT has attempted numerous modifications to try and make their APX 7000 units as functional as possible while trying to remain air worthy and approved by the FAA before installation on the aircraft.
- Significant mechanic hours and costs have been expended to date by the COT to resolve these issues.
- The previous need for pilots to continuously hold the phones during operations, along with interference with other agency electronic systems, pose significant safety issues for the TFOs, pilots and officers on the ground. However, recent modifications have removed the need for pilots to hold the phones during operations except to change frequencies.
- Efforts to mitigate costs for the 3 units need included soliciting and waiting to receive the award letters from SHSCAP and Operation Stone Garden to cover the cost of 2 other radio systems.
- Pilots have been sent to pre-requisite training in Canada with Technisonic to become certified installers who will provide for the ability to purchase the equipment at a 25% discount and save approximately \$20K install sites.
- The new units will be "plug and play" and integrate into current COT systems.
- The COT realizes that the costs are significant but ask for funding to purchase the last unit.

### Discussion:

Captain Azuelo notes that the cost of the radio in the report is \$70K and asks if that is prior to or after the discount. Lt. Lewis responds that it is prior to the discount. Captain Azuelo verifies that it would be 25% less than the \$70K and the installation would be free and performed by the City mechanics. Lt. Lewis agrees and says that the original estimate for purchase and installation was approximately \$90K. Azuelo confirms that with the awards from SOUTHRAC and Operation Stone Garden, that the total costs for installation of all three units and the purchase of 1 additional unit would be approximately \$70K minus the discount which amounts to approximately \$53K per unit.

Chief Wilson asks if the cost was approximately \$53K, is it possible that the 2 awards might cover the cost of all three units at the reduced cost. Captain Azuelo responds the grant funds must be used to purchase the number of radios identified and the balance of the funds cannot be reallocated. He also notes that the Sheriff's Department is using the automotive units in their aircraft. He notes that as he has expressed in the past, if funding is being requested for one entity, then all agencies with that need should

be covered which, at the moment would be a total of 4 units if PCSD was included. He asks Mr. Voorhees for his comments. Mr. Voorhees responds:

- Sufficient research results have not been received on the redesign and FAA approval process and associated costs.
- It is not likely that bond funds can be used for such an acquisition as the County Administrator plans to reallocate those funds to other project/agency needs.
- If aviation needs morphs into consideration of all agency needs with the absence of bond funding, a special assessment for PCWIN Members would have to be considered to cover the costs out of the Special Revenue Fund.
- There is no doubt that the portable radios are not an acceptable long term fix and the problem does need to be resolved quickly, but due diligence on the engineering options still needs to be done.
- Another option to consider would be to pay for just the 800 MHz modules if the City and County could pick up the rest of the associated equipment/installation costs and installation which could lower the financial burden to the membership.
- He comments that the coverage issues in the report related to the ability for the aviation asset to cut in and advise ground forces needs to be addressed by the technical groups for discussion. The feasibility of allowing this process without majorly impacting other end users, related training and associated costs will require significant discussion and analysis.
- He requests that TPD provide a detailed, itemized list to present to the Board of Directors on the cost of the modules.
- Captain Azuelo asks Lt. Lewis how long it would take to prepare a cost estimate containing the components discussed today as he does not want to postpone this item much longer because of potential safety issues. Lt. Lewis responds that he can prepare and submit a cost estimate for one radio by next week.
- Mr. Herring asks if FAA regulations will require that every different type of aircraft have a separate engineering study. Sgt. Arnold responds that each aircraft is considered to be unique. He notes that Aerovations Unlimited, LLC (Aerovations), COT's Engineering Consultant, had submitted a written response to them indicating that costs to prepare their submittal requirements for design and FAA approval would exceed the estimated \$70K required to purchase and install an aviation radio.
- Mr. Voorhees requests a copy of the letter and Captain Azuelo suggests that a copy of the study be forwarded as well.
- Chief Wilson supports the idea of the Committee considering the purchase of the P25 800 MHz module for TPD and not include the PCSD as their equipment is working satisfactorily. He would also like to see the cost breakdown.
- Captain Azuelo requests that Lt. Lewis and Sgt. Arnold provide documentation from the engineering company, and provide an exact breakdown of costs (including installation) and include the estimated time frame for the mechanics to be trained in time for the next meeting.
- The Members discuss the cost of purchasing the module and feel that \$20K could be sufficient.

**Motion:** It is moved by Chief Wilson, seconded by Mr. Herring and Chief Sharp and unanimously carried, the Committee recommend to the Board that the Executive Director be authorized to approve expenditure not to exceed \$20K for the purchase of one Motorola P25, 800 MHz radio with funds from Bond funds in the Capital Account.

*Materials Provided to Members: Report on Aircraft Radio Issues prepared by the Tucson Police Department Air Support.*

## VIII. PHASE II BOND IMPLEMENTATION – Tohono O'odham Nation Participation

Mr. Voorhees reports that he recently visited representatives with representatives of the Tohono O'odham Nation (Nation) and Kitt Peak with no substantive progress towards enhanced participation. However, during that visit, the Nation's IT staff advised that a significant amount of fiber optic cable has been installed since the engineering study was performed. Mr. Voorhees requested a copy of the fiber

design from the Nation to see if the County can determine the possibility of other connection opportunities versus the Kitt Peak Jewel Mtn. option identified in the past. He directs Members to a letter from Chuck Huckelberry, County Administrator, to the Nation advising that funds related to their participation in PCWIN will be reallocated; but, in the event that the TO decides to participate, Pima County will look to reallocate funds at that time.

**IX. NEW BUSINESS**

The Members request that the Aviation Module expenditures (if necessary) and the SRF FY 13-14 final budget review be included on the next agenda. It was also suggested that Golder Ranch Coverage might be added to the agenda; however, Mr. Voorhees advises that he currently is engaged in discussions pertaining to addressing coverage issues with Golder Ranch as well as the Northwest Fire Consortium that will enhance their operation.

**X. DRAFT BOARD OF DIRECTORS MEETING AGENDAS**

Mr. Voorhees notes that the FY15-16 Proposed Budget will appear on the next Board of Director's Meeting Agenda for October 23, 2014. In addition, if the aviation funding proposal is not approved by the County Administrator, it will have to re-appear on the Board of Directors agenda.

**XI. CALL TO THE PUBLIC**

Captain Azuelo announces a Call to the Public and no one appears.

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

The next Executive Committee Meeting is scheduled for **Thursday, September 25, 2014 at 9:00 am**, at the Pima Emergency Operations Center, 3434 E. 22<sup>nd</sup> Street, Tucson, Conference Room 308.

**XIII. ADJOURNMENT**

It is moved by Chief Sharp, seconded by Chief Chappell and unanimously carried to adjourn the meeting.

Minutes prepared by Joni Castro  
PCWIN ADMINISTRATION

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

Pima Emergency Communications Operations Center  
3434 E. 22<sup>nd</sup> Street  
Thursday, September 25, 2014

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the September 25, 2014 Executive Committee meeting. Meeting materials provided are available upon request.

**I. Call to Order: Captain David Azuelo, 9:01 am**

**Roll Call:** Joni Castro, PCWIN Office

**Members Present**

Captain David Azuelo, Tucson Police Dept. (Chair)  
Chief Paul Wilson, P.C. Sheriff's Dept. (Vice-Chair)  
City of Tucson IT Department, Howell Herring  
Drexel Heights FD, Chief Doug Chappell  
Green Valley Fire District, Chief Chuck Wunder  
Oro Valley Police Department, Chief Daniel Sharp  
PCWIN, John Voorhees, Executive Director  
Pima County IT Department, Anthony Casella

**Participating Attendees**

Pima County Sheriff's Dept., Richard Kastigar  
Pima County Sheriff's Dept., Tony Portrey  
PCWIN ITD Wireless Services, Rick Brown,  
Tucson Fire Department, Geoff Kuhn

**II. APPROVAL OF MINUTE SUMMARY**

Without objection, Captain Azuelo advises that due to a delay, the Minute Summary for August 28, 2014 will be moved to the October 23, 2014 Executive Committee Meeting for approval.

**III. EXECUTIVE DIRECTOR'S REPORT – John Voorhees**

**A. PCWIN Budget**

- **Budget to Forecast for PCWIN Special Revenue Budget:** This represents a comparison between the Board of Directors' approved budget and the Pima County Board of Supervisors approved budget for FY14-15. The \$100K variance between the two relates to the projected administrative overhead costs submitted back in January of 2014 being over estimated. Other reflected variances on subsequent pages relate to Mr. Voorhees attempt to modify and re-engage the original budget approved by the Board.
- **Motorola Forecast Expenditures:** Although the costs for these items were quite substantial, it turns out that the funding is unnecessary due to the fact that the system is under warranty with Motorola until the end of this fiscal year. The cost savings will be transferred to the Cooperative Operating Fund Budget Contingency account to help comply with the annual requirement for a 12.5% set aside.
- **Operating Expenditures:** Costs reflected represent normal operational costs and expenditures.
- **Aging Reports:** Captain Azuelo inquires about the revenues and receivables. Mr. Voorhees refers to the two Aging Reports contained in the Financial Statements. AR PR09 PCWIN is the annual fee aging report which basically reflects the annual fees which have been invoiced and collected. Everyone has paid in full and delinquent balances and associated late fees are minimal.
- Current charges reflect second quarter annual fees (plus any outstanding balances from the 1<sup>st</sup> quarter) and are due October 1, 2014.
- Chief Wilson states that AR documents that reflect user revenue should also include cost transfers from the City of Tucson and/or Pima County for exposure. Mr. Voorhees agrees and

advises that he has already requested this information from the Finance Department, and that the next set of financials will include those transfers. Unfortunately, it was not possible to meet the deadline for this meeting.

- Mr. Voorhees notes that second section of the report refers to subscriber maintenance charges. Mr. Casella advises that this information pertains to subscriber maintenance revenue to ITD; it is not germane to PCWIN. Chief Wilson agrees and Mr. Voorhees will extract this information from future financial documents presented to the Committee.

## **B. OWG & TWG Reports – Voorhees/Campbell**

**OWG Update** - Mr. Voorhees offers this report on behalf of Mr. Campbell who was unable to attend today's meeting:

- Work continues on policies and procedures review and development.
- The re-activated Fleet Map Committee has been working on some change management processes pertaining to fleet maps as rebanding comes closer. Further, the fleet map form has been modified to relate more to a formal process for fleet map changes and also includes the ability to identify those changes that need to be done urgently and those that can wait until rebanding.
- The group has established a laundry list of items they want to change in the fleet maps and change/code plugs for the rebanding effort to see what it will look like as well as determine what should be charged to the rebanding effort, bond funds or absorbed by PCWIN.
- Significant learning and academic discussions continue as the technical/maintenance staff gains more familiarity with the network and how subscriber units and consoles are set up. There are some areas where initial decisions on settings made in the Fleet Map Committee will be redefined.
- Members need to stay engaged in this process so it is clearly understood what changes will corporately affect the subscribers and their units.
- Growing remediation concerns will be reviewed at the next OWG meeting. Input has been solicited a number of times, and a few more responses have been received; however, it is time to lock down the process to allow time for review and remediation action.

### **Discussion:**

Captain Azuelo reports that he has already identified and discussed another coverage remediation item with Mr. Casella pertaining to a recent TPD pursuit where communications were lost along Mission Road towards Green Valley. He will forward the details on that event to Mr. Voorhees. Mr. Casella states that they can also look at the logs to try to correlate on details pertaining to other events that may have been occurring at the same time.

- Minimal feedback on coverage issues has been disappointing. U of A was the first to respond months ago, but they are one of very few agencies who responded.
- Three agencies have submitted in-building coverage issues, and he believes that there are a total of 18 issues that have previously been identified as needing remediation along highways, behind valleys, etc. The OWG will start looking at these issues on the first Thursday in October, 2014, and then hand that information off to the Technical Staff for further review. After that process has been completed, suggested remediation of identified issues and associated costs needs to be escalated as bond funds are drying up rapidly. After this process has been completed and funded, remediation issues will be up to the user agencies and PCWIN revenue to fund if approved by the governing bodies.

### **TWG Update – Rick Brown**

- TWG met on September 12, 2014 to discuss several agenda items including various scenarios for remediation.
- Procedures to define on how agencies should react if they go off line are being discussed and hopefully can be presented to the EC Committee in the near future.

- The group is also hoping to define a procedure on what needs to happen when a user desires to add new radios. The procedure will include specific direction on process before activation will include notification, analysis of capacity, etc.
- NOC instructions have been reviewed and approved by the NOC Manager. It should be noted that these documents are considered to be living documents and will be subject to change as necessary.
- Applications were reviewed for the U. S. Forest Service which was approved and the Town of Marana which needs further review.
- Chief Wilson requests that Mr. Brown insure that the TWG refers to the governance document and its stipulations pertaining to adding radios to make sure that the directives in the policies, procedures and governance language are consistent. Mr. Brown advised that this has already been a topic of discussion and will be done.

### **C. PCWIN Network Health Report – John Voorhees**

- Busies have been low and activations remain around 600 activations per month which may turn out to be the baseline.
- Haystack continues to be one of the hardest hit for busies. Hopefully as the Fleet Map Committee continues to look at network preferences and talk group changes that can be made, a remedy can be determined to alleviate some of the burden for Haystack Mountain.
- With respect to the overall status of the system, there were 60 busies out of \$3M PTTs during the month of August which reflects that the network is doing quite well.
- There was one network outage at Ajo Mountain DVRS Site lost power from August 27 to 29, 2014. PCSD Ajo Substation as well as the site owners were engaged to see what the mission impact was and required remediation which was handled immediately. Mr. Brown reported that part of the problem was not having spare parts for the system which are now on hand. The site is running properly now but a follow up meeting will be needed with the U.S Border Patrol and Park Service for some long range planning to determine if additional power is needed, spare parts, etc. Mr. Herring asks what the root cause was and Mr. Voorhees was not sure that anything specific had been determined. Mr. Casella notes that this is not a well-managed site and has always been a bit of a problem due to efforts to discuss and/or approve agreements clarifying responsibility for maintenance and supervision as well as associated costs have not be successful to date. Ongoing issues such as installing wildcat equipment without notification or approval continues to bring down the power at this site. He notes that this may be the opportunity to clarify these critical issues. Mr. Voorhees notes that perhaps there is a way to re-engage the working group for this site that has not been particularly active in the past.
- The network backhaul remains strong.

Emergency Activations: Captain Azuelo inquires about the number and reasons for the emergency activations in Simulcasts A and B. Mr. Voorhees responds that some of the activations may still be related to training. Captain Azuelo asks if this information can be obtained through a report and Mr. Voorhees responds that this information was dispersed to the agencies for one month, but that this information can be included as a standard report for the Board if they desire. The Members agree that they would like to see the information to help determine how the problem can be mitigated. Mr. Casella also believes that the dispatchers may also be able to provide some insight.

### **D. Executive Director's CCGW Report – John Voorhees**

Mr. Voorhees explains that a memorandum was sent to the agencies requesting justification for continued use of conventional channel gateways (CCGW). The purpose of this request is not intended to reduce any Members systems capacities, but rather to increase efficiency by identifying redundancies and unused assets now that PCWIN is fully operational. Additionally, returning some of the unused/unnecessary CCGWs to the Network Manager's store room will allow the units to be used for their original intended purposes such as connecting users on a temporary, and/or a fair and equitable basis. Once the deadline for response has passed, the information will be reviewed and reported back to the EC.

- Mr. Herring comments that multiple people at the City received a copy of the memorandum which created some uncertainty as to who has been designated as their actual designee. Mr. Voorhees notes that he would prefer to get a response from each agency's POC and suggests that this decision should be made by the City. Captain Azuelo comments that he will meet with staff to identify this person.

#### IV. PCWIN STATUS UPDATE - Rick Brown

- A. Rebanding – Staff continues to have discussions with Sprint and are getting closer to reaching agreement on rebanding process and costs, but are still a few weeks away. Regarding scheduling, he previously reported that rebanding will start sometime after the 7.15 upgrade, but the schedule has been adjusted a bit. The preliminary gathering of information on the 7.15 upgrade is anticipated in March of 2015 with the actual 7.15 upgrade in April, 2015. A part of the Annual Maintenance, Motorola will provide preventative maintenance at all of the sites beginning immediately after the 7.15 upgrade, followed by rebanding. Once an agreement has been reached with Sprint, staff can begin to put together a solid schedule that will determine and define when radios will be touched and when sites will be visited. Mr. Casella asks when the required annual subscriber maintenance will begin and Mr. Brown responds that ideally, required annual maintenance would begin when the radios are being touched for rebanding. However, this is yet to be solidified.
- B. Motorola Service Bulletin - Remote Speaker Microphones – To date, 2971 radios have been tested and 42 failed which equates to a 1.4 percent fail rate that is well below the 4% range projected by Motorola. There are several more radios that need to be tested for PCSD, 300 more for the City of Tucson that were not available initially, as well as several small batches throughout PC that will be scheduled in the near future.
- C. Dispatch Console Upgrade and VPM Remediation - Completed
  - All dispatch agencies have been visited, consoles upgraded, and VPM components have been replaced where needed.

Discussion: Captain Azuelo notes that during a recent pursuit, problems were experienced with the communications section not knowing how to take the existing frequency they were working and combine it with the regional interrupt frequency. He understands that this requires some training with Motorola. A discussion ensues about the situation and the use of various techniques pertaining to the users and communications with participation by Messrs. Brown, Kastigar, and Azuelo.

Mr. Portrey notes that this was discussed in the OWG and that users were trained in this process; however, at the time they probably did not understand the process of patching a conventional with a trunk system. Mr. Kastigar notes that some of the issues can be attributed to operator error, has met with his managers and is insuring that the information is passed down the line. He also notes that that the dispatchers are familiar with the process but need direction from the users. Chief Wilson comments that there are two different issues being discussed. First, going to the Interop talk group which everyone is one solution while in pursuit, and the other patching two talk groups which can be done. He notes that does bring up a number of issues that need to be discussed by the agencies or OWG. However, patching between two talk groups is something that was trained by Motorola. Mr. Kuhn from TFD comments that their group does this on a daily basis because of their meds function and would be happy to walk staff through the process and offer some training by their staff. Captain Azuelo appreciates the offer and requests that Mr. Kuhn get with Mr. Corrales to workout than arrangement. Mr. Kuhn agrees and also suggests that creating a task force and conducting a drill may also be beneficial. Chief Wunder inquires where they can go to have quick access to information on patching. Mr. Voorhees advises that substantial slides and material was included in the training material. Chief Wilson asks Mr. Portrey to pull out some of the appropriate slides and material to forward to Mr. Voorhees for distribution to the membership, and he agrees.

## V. MEMBER & PARTICIPANT ACQUISITION – John Voorhees

Mr. Voorhees offers a brief overview on the following applications for PCWIN participation:

Southern Arizona Rescue Association (SARA): This group has applied for interoperability with PCSD. They were loaned 3 mobile radios from PCSD and granted permission for using their talk groups for dispatch. They assist PCSD, as well as other law enforcement and fire agencies in the area of rescue and support throughout southern Arizona. At this time, PCSD is covering annual and maintenance fees and it is recommended that SARA be given the designation of Associate Member for participation in PCWIN.

**Motion:** It is moved by Chief Wilson, seconded by Chief Chappell and unanimously carried to approve SARA as an Interoperability Participant in PCWIN and forward that recommendation to the Board of Directors.

U.S. Forest Service: This agency has an existing relationship with PCSD. The application has been reviewed by both Working Groups. During the OWG review of the application, some assumptions were made that the Forest Service would be functioning more than an Interoperability Participant and should be designated as public safety participant and pay dues. Further investigation confirmed that they would indeed be functioning as an Interoperability Participant for specific events, running plates, etc. That information was forwarded to the TWG, who in turn recommended the appropriate designation as an Interoperability Participant. Mr. Voorhees believes that the Interoperability Participant is the appropriate designation and confirms that they have their own federal radio system. Mr. Herring, as a point of order, asks if anyone is present from the OWG who can substantiate Mr. Voorhees report for the record and Mr. Portrey advises that Mr. Voorhees' representation was correct.

**Motion:** It is moved by Chief Sharp, seconded by Mr. Herring and unanimously carried to approve the U.S. Forest Service as an Interoperability Participant in PCWIN.

Pasadera Behavioral Health Mobile Acute Crisis Team (MAC): This agency has maintained a mutually interoperable relationship with TPD in dealing with behavioral health issues, and are requesting membership in PCWIN as Interoperability Participants. They have purchased as 4 APX 4000 radios which have been deemed compatible by ITD Wireless. Captain Azuelo comments that although they are being sponsored by TPD, they are actually a Pima County wide asset that should have access to TPD and PCSD patrol talk groups because their efforts expand beyond the City of Tucson limits. Captain Azuelo notes that they have interoperability will all of the law enforcement partners and Chief Sharp concurs. Chief Wilson notes that in the past they primarily communicated by phone but that they may have additional needs now. Captain Azuelo anticipates that their communication needs will increase due to joint efforts between City of Tucson and Pima County to address mental health.

**Motion:** It is moved by Chief Wilson, seconded by Chief Sharp and unanimously carried to approve MAC as an Interoperability Participant in PCWIN and direct the Executive Director to inquire whether the applicant may need access to any additional agency talk groups and if so, request that they seek permission from those agencies prior to programming.

Mr. Voorhees advises that he will increase the site affiliations and Mr. Herring asks if the applicant will need to submit another application if they desire communications with other agencies. Mr. Voorhees advises that he can amend the agreement if necessary.

Mr. Voorhees advises the Committee on other applications that have been submitted to him but are pending:

Town of Marana – has been tabled for the moment pending further discussion regarding the type and level of participation.

Tucson Airport Authority (TAA) – is on hold pending the applicant's determination of the number of units and membership level.

U of A Emergency Services Medical Team – the members are back in school and just recently resubmitted their application.

Sunnyside School District - application for Interoperability Participant with TPD was received yesterday.

Tohono O’odham Nation – provisions of the existing IGA are under review.

## VI. EXPENDITURE REQUESTS:

Mr. Voorhees covers four expenditure requests that have been submitted for their consideration and forwarding to the Board of Directors for approval for acquisition and funding:

Advanced System Key: This is a hardware security solution that insures that our radios and infrastructure remains secure. The network managing manager can restrict and track those individuals who can make changes as well as track and prevent rogue or unauthorized changes by authorized personnel to the system.

Chief Wilson asks if the system key affects the ability to lock down subscriber equipment and will that require a flash upgrade and touching of all subscriber phones and when would that be done; and, how does this impact the programming of participants with dual band radios, etc. and how would that work. Messrs. Casella and Brown respond that it will requiring a flash upgrade and touching of phones, but those actions would happen during rebanding. Members discuss the objective and other related issues related to this process including security and the various types of equipment, and associated preventive maintenance requirements were discussed by the Members. The cost of \$30,975.00 is for material only as it is believed that Wireless Services can install the necessary equipment. Should Motorola be needed, costs could increase. This is not anticipated, but Mr. Voorhees will advise the Committee should that need to occur.

**Motion:** It is moved by Chief Wilson , seconded by Chief Sharp, and unanimously carried that the funds have already been approved by the County Administrator for this purchase be held until more detailed information is submitted by staff.to authorize approve the expenditure and move the item forward to the Board of Directors for approval.

Ethernet Rekey: OTEK will allow the network managing member to key remotely all of the consoles in the system. Without this ability, when a member elects to rekey their encrypted subscriber units, those associated dispatch consoles would require a hard re-key by the technical staff. The time lag required to program your portables and mobiles and the opportunity to rekey dispatch could possibly result in an officer safety or mission impact issue.

Members discuss how changes are initiated through OTAR and other associated components such as encryption, policies determining who will have the ability to change the encryptions, etc. Mr. Herring inquires about network security concerns and staff responds that it does not because it is a closed network. Captain Azuelo inquires about the amount of due diligence that has been done, i.e. review by the OWG and TWG etc. Mr. Voorhees responds that both working groups have reviewed this request although there was not substantial discussion as most realized that this was something that they wanted to see, and from a cost perspective that this was important to have some centralized control over one agency making a change without the actin being fully vetted. The estimated cost of \$250,387.50 includes material and labor. Captain Azuelo asks if this will apply to every communications center we have and Mr. Voorhees responds that it does.

**Motion:** It is moved by Mr. Casella, seconded by Chief Chappell and unanimously carried to approve the expenditure and move the item forward to the Board of Directors for approval.

Site Cameras: This request is for security cameras for sites that have been vulnerable to threats of damage and sabotage to simple defacing. The site cameras will allow some deterrence and mitigation of risk up front but at a minimum allow staff to go back in and obtain evidence if there was damage by a specific individual. It would also help determine if there was a change made at and/or inside the site by recording access. Due to costs, cameras cannot be installed at all sites and Mr. Casella’s staff has

performed the analysis to determine those that are particularly vulnerable – especially the more remote sites. In reviewing the \$163,000.00 cost, it is apparent that the costs of the cameras are not significant as the cost is for storage and transmission of the data to a controlled area.

Captain Azuelo asks if Swan Road Tower is included and Messrs. Voorhees and Casella respond that it is as well Beacon and Tumamoc. Mr. Casella also notes that the staff review included number of camera and location as well review by Mr. Voorhees. Chief Wilson asks if equipment to help monitor maintenance issues and for staff to know how to know what to take to the sites was also included. Mr. Casella responds that they did, however the cost is prohibitive.

**Motion:** It was moved by Chief Sharp, seconded by Captain Azuelo and approved unanimously to authorize the purchase and forward the recommendation to the Board of Directors for approval.

Subsidy to Purchase of Additional Units for the Golder Ranch Fire District: Mr. Voorhees was approached by the Chief Karrer of Golder Ranch Fire District who expressed a desire for increased participation in PCWIN through the purchase of additional subscriber units. Obviously PCWIN coverage in the Pinal County – north of Saddlebrook - is of significant concern to the Fire District. They are interested in purchasing dual band radios that would allow them to take advantage of PCWIN and their own organic VHS system. He asked if PCWIN had funds available to help mitigate some of the direct costs to the Golder Ranch FD and Mr. Voorhees said he would research. The end result is a subsidy that similarly matches the original costs of the radios during the bond implementation to take the edge off of those purchases. The cost of \$178,500.00 would be used to subsidized the cost of 70 radios; however, that subsidy may not be executed this fiscal year. Chief Karrer is still analyzing their fiscal responsibilities so this is not something that will be executed right of way. The actual request is to have those funds set aside for the future purchase of these units by Gold.

**Motion:** It was approved by Captain Azuelo, seconded by Chief Wunder and unanimously carried recommending setting aside \$178,500.00 for the future subsidy of radios to be purchased by the Golder Ranch Fire District and of funds for the purchase and forwarding the request to the Board of Directors for approval.

Chief Karrer notes that that clearly coverage in Pinal County is a concern to their agency and care is being taken to evaluate the situation carefully.

## **VII. NEW BUSINESS – All Members**

Captain Azuelo requests that the following topics be included on the October 23, 2014 agenda:

- Aviation Override Process: Captain Azuelo requests that the issue of the Aviation Override Process be placed on the agenda and notes that Ms. Spencer is preparing a document to request the OWG and TWG review the matter. Chief Sharp notes that this item cannot be discussed until it is “noticed on the agenda” but can appear on the October 23, 2014 Executive Committee Agenda.
- Review of Coverage Areas – Specifically in the Mission and Duval Mine Road

## **VIII. DRAFT BOARD OF DIRECTOR’S MEETING AGENDA**

The Committee reviewed and approved the Board of Directors Agenda for October 23, 2014. The members discuss the time commencement for the meeting due to the need for rescheduling the EMC Meeting. The time of the meeting will be announced at a late date.

## **IX. CALL TO THE PUBLIC**

Chief Azuelo makes a call to the public, and no one appears.

**X. DATE-TIME-LOCATION OF NEXT EC MEETING**

The Members approve that the next Executive Committee Meeting will be held on Thursday, October 23, 2014 at 9:00 am, at the Pima Emergency Operations Center, 3434 E. 22<sup>nd</sup> Street, Tucson, Conference Room 308.

DRAFT

Report ID: PC-FIN-AR-0009a  
 Run Date: 10/01/2014  
 Run Time: 09:28:16 AM

**PIMA COUNTY**  
**Revenue and Receivables**

**Cover Page**

**Parameters and Prompts:**

**Start Date**                      **End Date**  
 Record Date           :   07/01/2014           10/01/2014  
 Department            :   OEM  
 Unit                     :   0876  
 Billing Profile         :   PCWIN, PCWMM, PCWTM, PCWMF

**Report Description**

This report shows billing and collection activity with an organizational breakdown. Amounts are reported by Department, Unit, Revenue Source and Customer. Delinquent balances are any open amounts beyond 30 days of the due date on the associated RE.

	Customer CD	Billing Profile	Prior Period Open Charges	Current Charges	Collected	Write Off	Delinquent Baance	Ending Balance
<b>Unit - 0876-OEM - Radio System</b>								
AJO AMBULANCE	CVS0004924	PCWMF	\$ -	\$ 7,998.00	\$ 7,998.00	\$ -	\$ -	-
AVRA VALLEY FIRE DISTRICT	CVS0006106	PCWMF	-	747.72	744.00	-	3.72	3.72
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	475,415.00	-	-	-
CORONA DE TUCSON FIRE DISTRICT	CVS0005861	PCWMF	-	5,766.00	5,766.00	-	-	-
DREXEL HEIGHTS FIRE DEPARTMENT	CVS0004266	PCWMF	-	16,461.00	16,461.00	-	-	-
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	6,138.00	-	-	-
NEW CINGULAR WIRELESS PCS LLC	CC00000804	PCWIN	-	4,785.81	7,205.81	-	-	(2,420.00)
NORTHWEST FIRE/RESCUE DISTRICT	CVS0004568	PCWMF	-	2,790.00	2,790.00	-	-	-
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	4,650.00	-	-	-
PASCUA YAQUI POLICE DEPARTMENT	CC00001027	PCWMF	-	14,880.00	14,880.00	-	-	-
PICTURE ROCKS FIRE DISTRICT	CVS0004338	PCWMF	-	372.00	372.00	-	-	-
PIMA COUNTY COMMUNITY COLLEGE	CVS0004187	PCWMF	-	16,926.00	16,926.00	-	-	-
RINCON VALLEY FIRE DISTRICT	CVS0004607	PCWMF	-	6,510.00	6,510.00	-	-	-
RURAL METRO FIRE DEPT	CC00001233	PCWMF	8,344.27	21,933.44	30,013.27	-	-	264.44
SABINO VISTA FIRE DISTRICT	VC0000004849	PCWMF	-	930.00	930.00	-	-	-
ST. JOSEPH'S HOSPITAL	VC0000004555	PCWMF	98.23	186.00	191.23	-	-	93.00
ST. MARY'S HOSPITAL	VC0000004554	PCWMF	98.23	186.00	284.23	-	-	-
Tanque Verde Valley Fire District	VC0000004084	PCWMF	-	930.00	930.00	-	-	-
THREE POINTS FIRE DISTRICT	CVS0005190	PCWMF	279.00	279.00	558.00	-	-	-
TOWN OF ORO VALLEY	CC000000078	PCWIN	-	3,862.50	3,862.50	-	-	-
TOWN OF ORO VALLEY	CC000000078	PCWMF	-	42,036.00	42,036.00	-	-	-
TOWN OF SAHUARITA	CVS0005159	PCWMF	-	20,274.00	20,274.00	-	-	-
TUCSON COUNTRY CLUB ESTATES FIRE DISTRICT	VC0000004556	PCWMF	-	930.00	930.00	-	-	-
TUCSON MEDICAL CENTER	CVS0004116	PCWMF	-	186.00	186.00	-	-	-
UNIVERSITY MEDICAL CENTER	VC0000002095	PCWMF	-	465.00	93.00	-	-	372.00
UNIVERSITY MEDICAL CENTER	VC0000002095	PCWMM	-	93.00	75.77	-	17.23	17.23
UNIVERSITY OF ARIZONA POLICE DEPATMENT	VC0000002785	PCWMF	-	30,132.00	30,132.00	-	-	-
		<b>Unit Total:</b>	<b>\$ 8,819.73</b>	<b>\$ 726,197.36</b>	<b>\$ 728,436.81</b>	<b>\$ -</b>	<b>\$ 179.84</b>	<b>\$ 6,580.28</b>
		<b>Department Total:</b>	<b>\$ 8,819.73</b>	<b>\$ 726,197.36</b>	<b>\$ 728,436.81</b>	<b>\$ -</b>	<b>\$ 179.84</b>	<b>\$ 6,580.28</b>

**Pima County Wireless Integrated Network (PCWIN)  
 Budget to Forecast - Summary Report  
 Fund 2101 - OEM's Radio System Special Revenue  
 FOR PERIOD ENDING September 30, 2014**

	FY14/15 YTD Actuals	FY14/15 Adopted Budget	Forecast	Variance (Budget vs. Forecast)
<b>1 Revenue</b>	<b>\$ 1,020,958</b>	<b>\$ 2,610,372</b>	<b>\$ 2,621,474</b>	<b>\$ 11,102</b>
<b>2 Expenditures</b>				
3 Personnel Services	211,798	1,200,956	1,123,525	77,431
4 Operating Expenditures	137,358	1,236,064	1,238,729	(2,665)
5 Capital Equipment	-	-	-	-
<b>6 Total Expenditures</b>	<b>349,156</b>	<b>2,437,020</b>	<b>2,362,254</b>	<b>74,766</b>
<b>7 Operating Transfers In</b>				
8 Operating Transfers In	-	-	-	-
<b>9 Total Operating Transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>10 Operating Transfers Out</b>				
11 Operating Transfers Out	-	-	-	-
<b>12 Total Operating Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>13 Net Fund Impact</b>	<b>\$ 671,802</b>	<b>\$ 173,352</b>	<b>\$ 259,220</b>	<b>\$ 85,868</b>

**Pima County Wireless Integrated Network (PCWIN)  
Budget to Forecast - Detail Report  
Fund 2101 - OEM Radio System Special Revenue Fund  
FOR PERIOD ENDING September 30, 2014**

	Adopted Budget FY 14-15	FY 14-15 Forecast as of September 2014	Adopted Budget vs. Forecast Variance
<b>1 Net Operating income (loss)</b>			
2 Revenues			
3 General Government Fees - Public Safety Other Jurisdictions	\$ 1,418,064	\$ 1,462,254	\$ 44,190
4 Interdepartmental Revenue - Pima County	1,161,012	1,115,256	(45,756)
5 Rent and Royalties	31,296	43,650	12,354
6 Interest Rev. - Pooled Inv.	-	314	314
7 Miscellaneous Revenue	-	-	-
8 <b>Total Operating Revenues</b>	<b>2,610,372</b>	<b>2,621,474</b>	<b>11,102</b>
9			
10 Expenditures			
11 Salaries and Wages			
12 PCWIN - Salaries	145,480	145,480	-
13 PCWIN - Benefits	42,474	42,474	-
14 Interdepartmental Salaries - Charged Out	-	(11,200)	11,200
15 Interdepartmental Salaries - Charged In	76,000	76,000	-
16 Intra Departmental Salaries and Fringe	-	-	-
17 BEACON	13,067	13,067	-
18 CONFIDENCE	10,307	10,307	-
19 GEASA	11,989	11,989	-
20 HAYSTACK	18,057	18,057	-
21 RVFD	12,766	12,766	-
22 SWAN	12,504	12,504	-
23 TUMAMOC	11,106	11,106	-
24 ITD - Salaries and Benefits	847,206	780,975	66,231
25 Total Employee Compensation	1,200,956	1,123,525	77,431
26			
27 Other Personnel Costs			
28 City of Tucson Positions			
29 COT Technician	115,107	115,107	-
30 COT Engineer	65,908	65,908	-
31 Out of State Travel/Training	5,500	5,500	-
32 Instate Travel/Training	1,000	1,000	-
33 Dues and Memberships	800	800	-
34 Administrative Overhead	114,721	114,721	-
35 Total Other Personnel Costs	303,036	303,036	-
36			
37 Operating Expenditures			
38 Office Supplies	1,950	6,950	(5,000)
39 Food Supplies	-	500	(500)
40 Books/Subscriptions/Videos	2,500	2,500	-
41 Software - Comm Shop	35,000	35,000	-
42 Other Operating Supplies	25,000	25,000	-
43 Repair & Maintenance Supplies	130,150	130,150	-
44 Small Tools and Office Equipment	20,000	20,000	-
45 Office Machines/Computers	5,000	15,000	(10,000)
46 Other Machines/Equipment	1,000	11,000	(10,000)
47 Fuel, Oil, Lubricants	1,000	1,000	-
48 Printing & Microfilming	250	250	-
49 Postage and Freight	5,000	5,000	-
50 Other Professional Services	-	187	(187)
51 Advertising	-	928	(928)
52 Property Damage & Gen Liabilities Insurance Premiums	14,000	14,000	-
53 Motor Pool Charges	50,000	70,000	(20,000)
54 Other Miscellaneous Charges	840	840	-
55 Interest Expense - Pooled Investments	-	-	-
56 R&M Machinery and Equipment			
57 Motorola Software System Update Agreement	134,469	103,477	30,992
58 Motorola LMR Technical Support	29,716	22,121	7,595
59 Motorola Network System Monitoring	43,115	32,095	11,020
60 Motorola Network Preventative Maintenance	16,680	12,417	4,263
61 Motorola Advanced Replacement	25,737	19,159	6,578
62 Motorola NICE Audio Logging Equipment Service	28,746	21,399	7,347
63 Motorola Maintenance Consulting Fees (T&M for Motorola/ Ceragon)	-	-	-
64 Ceragon Maintenance Support	37,326	37,326	-
65 Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	36,906	-
66 Test Equipment Repair & Maintenance	-	-	-
67 Netlock Maintenance & Support	865	865	-
68 Cisco SmartNet CTM for City of Tucson	5,000	-	5,000
69 Cisco SmartNet and COT Sonet Boxes	91,780	96,780	(5,000)
70 Interdepartmental Supplies & Services - Charged In	-	7,500	(7,500)
71 Total Operating Expenditures	742,030	728,350	13,680
72			
73 Utilities			
74 Telephone/Voice/Data Telecommunications			
75 ITD Network Port Charges	2,220	2,200	20
76 Cisco SmartNet for Pima County	-	13,750	(13,750)
77 Long Distance Telephone Services	500	450	50
78 Cell Phones w/Data	16,200	16,200	-
79 Electricity			
80 BEACON	8,000	8,000	-
81 BIGELOW - SAT	6,000	6,000	-
82 EAGLE	12,500	12,500	-
83 KEYSTONE - AZ DPS	3,600	3,600	-
84 LEMMON - AZ DPS	3,600	3,600	-
85 RVFD	12,500	12,500	-
86 SWAN	12,500	12,500	-
87 TUMAMOC - AZ Public Media	12,500	12,500	-
88 Total Utilities	90,120	103,800	(13,680)
89			
90 Leases & Rentals			
91 ARIVACA - ASLD Commercial Lease	2,400	2,400	-
92 BEACON - Crown Castle Lease	11,458	11,458	-
93 BIGELOW - SAT Lease	15,277	15,277	-
94 CONFIDENCE - TEP Lease	5,000	5,000	-
95 HAYSTACK - ASLD Land Use Permit	1,800	2,400	(600)
96 KEYSTONE - AZ DPS	10,000	10,000	-
97 LEMMON - AZ DPS	4,356	4,356	-
98 MILDRED - ASLD Commercial Lease	2,400	2,400	-
99 PECOC - Master Site & PCWIN Offices	5,100	5,100	-
100 RVFD - Rincon Valley Fire District Lease	12,000	12,000	-
101 County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152	(2,065)
102 Total Leases & Rentals	100,878	103,543	(2,665)
103			
104 <b>Total Operating Expenditures</b>	<b>2,437,020</b>	<b>2,362,254</b>	<b>74,766</b>
105			
106 <b>Net Operating Income (loss)</b>	<b>173,352</b>	<b>259,220</b>	<b>85,868</b>
107			
108 <b>Cash Flow from Operations after Transfers</b>			
109 Net income (loss)	173,352	259,220	85,868
110 Transfers In-General Fund	-	-	-
111 Transfers In-Other Special Revenue	-	-	-
112 Transfers In-Capital Asset	-	-	-
113 <b>Cash Flow from Operations, after Transfers</b>	<b>173,352</b>	<b>259,220</b>	<b>85,868</b>
114			
115 <b>Net Fund Impact</b>	<b>\$ 173,352</b>	<b>\$ 259,220</b>	<b>\$ 85,868</b>

OEM/PCWIN FUND 2101  
 REVENUE/RECEIVABLE REPORT  
 FISCAL YEAR 2014-2015  
 as of October 9, 2014

	Type	1ST QUARTER			2ND QUARTER			YTD		
		Billed Amount	Collected Amount	Outstanding	Billed Amount	Collected Amount	Outstanding	Billed Amount	Collected Amount	Outstanding
EXTERNAL ACCOUNTS	Late Fees	\$ 264.44	\$	\$ 264.44	\$ 41.11	\$	\$ 41.11	\$ 305.55	\$	\$ 305.55
	Membership	\$ 357,519.50	\$ 357,398.00	\$ 121.50	\$ 360,003.00	\$ 351,539.00	\$ 8,463.00	\$ 717,522.50	\$ 708,937.00	\$ 8,584.50
<b>EXTERNAL ACCOUNTS Total</b>		<u>\$ 357,783.94</u>	<u>\$ 357,398.00</u>	<u>\$ 385.94</u>	<u>\$ 360,044.11</u>	<u>\$ 351,539.00</u>	<u>\$ 8,504.11</u>	<u>\$ 717,828.05</u>	<u>\$ 708,938.00</u>	<u>\$ 8,890.05</u>
INTERNAL DEPARTMENTS	Membership	\$ 278,721.00	\$ 278,721.00	\$ -	\$ 278,721.00	\$ 278,721.00	\$ -	\$ 557,442.00	\$ 557,442.00	\$ -
LEASE AGEEMENTS	Lease Ageements	\$ 10,648.31	\$ 10,648.31	\$ -	\$ 3,746.13	\$ 3,746.13	\$ -	\$ 14,394.44	\$ 14,394.44	\$ -
SPONSORED AGENCIES	Membership	\$ 12,369.00	\$ 12,369.00	\$ -	\$ 12,369.00	\$ 12,369.00	\$ -	\$ 24,738.00	\$ 24,738.00	\$ -
<b>Grand Total:</b>		<u>\$ 659,522.25</u>	<u>\$ 659,136.31</u>	<u>\$ 385.94</u>	<u>\$ 654,880.24</u>	<u>\$ 646,375.13</u>	<u>\$ 8,504.11</u>	<u>\$ 1,314,402.49</u>	<u>\$ 1,305,512.44</u>	<u>\$ 8,890.05</u>

**OEM/PCWIN FUND 2101  
REVENUE / RECEIVABLE REPORT  
FISCAL YEAR 2014-2015  
as of October 9, 2014**

**EXTERNAL ACCOUNTS**

TYPE	Legal Name	Description	Billed Date	Billed Amount	Collected Date	Collected Amount	Due Date	QTR	Outstanding
Membership	AJO AMBULANCE	PCWIN Membership Fees-1st Quarter (July - September 2014)43 units @ \$31.00 each	5/15/14	\$ 3,999.00	7/1/14	\$ 3,999.00	7/1/14	1st	\$ -
Membership	AJO AMBULANCE	PCWIN Membership Fees-2nd Quarter (Oct-Dec 2014)43 units @ \$31.00 each	8/18/14	\$ 3,999.00	8/22/14	\$ 3,999.00	10/1/14	2nd	\$ -
Membership	AVRA VALLEY FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)4 units @ \$31.00 each	5/15/14	\$ 372.00	7/1/14	\$ 372.00	7/1/14	1st	\$ -
Late Fees	AVRA VALLEY FIRE DISTRICT	PCWIN Late Fees for 1st Quarter per IGA 13*0400	8/8/14	\$ 3.72			10/1/14	2nd	\$ 3.72
Membership	AVRA VALLEY FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)4 units @ \$31.00 each	8/18/14	\$ 372.00	9/26/14	\$ 372.00	10/1/14	2nd	\$ -
Late Fees	CITY OF SOUTH TUCSON	PCWIN Late Fees for 1st Quarter per IGA 13*0400	8/11/14	\$ 37.39			10/1/14	2nd	\$ 37.39
Membership	CITY OF SOUTH TUCSON	PCWIN Late Fees for 1st Quarter per IGA 13*0400	8/11/14	\$ 121.50			10/1/14	1st	\$ 121.50
Membership	CITY OF SOUTH TUCSON-Fire	PCWIN Membership Fees-1st Quarter (July - September 2014)20 units @ \$31.00 each	5/15/14	\$ 1,860.00	8/26/14	\$ 1,860.00	7/1/14	1st	\$ -
Membership	CITY OF SOUTH TUCSON-Fire	PCWIN Membership Fees-Fire2nd Quarter (Oct - Dec 2014)20 units @ \$31.00 each	8/18/14	\$ 1,860.00			10/1/14	2nd	\$ 1,860.00
Membership	CITY OF SOUTH TUCSON-Police	PCWIN Membership Fees -Police1st Quarter (July - September 2014)65 units @ \$31.00 each	5/15/14	\$ 6,045.00	8/26/14	\$ 6,045.00	7/1/14	1st	\$ -
Membership	CITY OF SOUTH TUCSON-Police	PCWIN Membership Fees -Police2nd Quarter (Oct - Dec 2014)65 units @ \$31.00 each	8/18/14	\$ 6,045.00			10/1/14	2nd	\$ 6,045.00
Membership	CITY OF TUCSON-Fire	PCWIN Membership Fees -Fire 1st Quarter (July - September 2014)542 units @ \$31.00 each	5/15/14	\$ 50,405.00	7/2/14	\$ 50,405.00	7/1/14	1st	\$ -
Membership	CITY OF TUCSON-Fire	PCWIN Membership Fees-Police2nd Quarter (Oct - Dec 2014)542 units @ \$31.00 each	8/18/14	\$ 50,406.00	9/24/14	\$ 50,406.00	10/1/14	2nd	\$ -
Membership	CITY OF TUCSON-Police	PCWIN Membership Fees-Fire1st Quarter (July - September 2014)2014 units @ \$31.00 each	5/15/14	\$ 187,302.00	7/2/14	\$ 187,302.00	7/1/14	1st	\$ -
Membership	CITY OF TUCSON-Police	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)2014 unit @ \$31.00 each	8/18/14	\$ 187,302.00	9/24/14	\$ 187,302.00	10/1/14	2nd	\$ -
Membership	CORONA DE TUCSON FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)31 units @ \$31.00 each	5/15/14	\$ 2,883.00	7/7/14	\$ 2,883.00	7/1/14	1st	\$ -
Membership	CORONA DE TUCSON FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)31 units @ \$31.00 each	8/18/14	\$ 2,883.00	9/25/14	\$ 2,883.00	10/1/14	2nd	\$ -
Membership	DREXEL HEIGHTS FIRE DEPARTMENT	PCWIN Membership Fees-1st Quarter (July - September 2014)88 units @ \$31.00 each	5/15/14	\$ 8,184.00	7/3/14	\$ 8,184.00	7/1/14	1st	\$ -
Membership	DREXEL HEIGHTS FIRE DEPARTMENT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)89 units @ \$31.00 each	8/18/14	\$ 8,277.00	9/23/14	\$ 8,277.00	10/1/14	2nd	\$ -
Membership	GOLDER RANCH FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)31 units @ \$31.00 each	5/15/14	\$ 2,883.00	7/9/14	\$ 2,883.00	7/1/14	1st	\$ -
Membership	GOLDER RANCH FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)31 units @ \$31.00 each	8/18/14	\$ 2,883.00	8/27/14	\$ 2,883.00	10/1/14	2nd	\$ -
Membership	GREEN VALLEY FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)98 units @ \$31.00 each	5/15/14	\$ 9,114.00	7/10/14	\$ 9,114.00	7/1/14	1st	\$ -
Membership	GREEN VALLEY FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)98 units @ \$31.00 each	8/18/14	\$ 9,114.00	8/29/14	\$ 9,114.00	10/1/14	2nd	\$ -
Membership	MOUNTAIN VISTA FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)33 units @ \$31.00 each	5/15/14	\$ 3,069.00	7/10/14	\$ 3,069.00	7/1/14	1st	\$ -
Membership	MOUNTAIN VISTA FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)33 units @ \$31.00 each	8/18/14	\$ 3,069.00	8/18/14	\$ 3,069.00	10/1/14	2nd	\$ -
Membership	NORTHWEST FIRE/RESCUE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)15 units @ \$31.00 each	5/15/14	\$ 1,395.00	7/10/14	\$ 1,395.00	7/1/14	1st	\$ -
Membership	NORTHWEST FIRE/RESCUE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)15 units @ \$31.00 each	8/18/14	\$ 1,395.00	9/22/14	\$ 1,395.00	10/1/14	2nd	\$ -
Membership	NORTHWEST MEDICAL CENTER LLC	PCWIN Membership Fees-1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	7/10/14	\$ 93.00	7/1/14	1st	\$ -
Membership	NORTHWEST MEDICAL CENTER LLC	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 93.00			10/1/14	2nd	\$ 93.00
Membership	ORO VALLEY HOSPITAL	PCWIN Membership Fees-1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	8/21/14	\$ 93.00	7/1/14	1st	\$ -
Membership	ORO VALLEY HOSPITAL	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 93.00			10/1/14	2nd	\$ 93.00
Membership	PASCUA PUEBLO FIRE DEPARTMENT	PCWIN Membership Fees-1st Quarter (July - September 2014)25 units @ \$31.00 each	5/15/14	\$ 2,325.00	7/10/14	\$ 2,325.00	7/1/14	1st	\$ -
Membership	PASCUA PUEBLO FIRE DEPARTMENT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)25 units @ \$31.00 each	8/18/14	\$ 2,325.00	9/12/14	\$ 2,325.00	10/1/14	2nd	\$ -
Membership	PASCUA YAQUI POLICE DEPARTMENT	PCWIN Membership Fees-1st Quarter (July - September 2014)80 units @ \$31.00 each	5/15/14	\$ 7,440.00	7/10/14	\$ 7,440.00	7/1/14	1st	\$ -
Membership	PASCUA YAQUI POLICE DEPARTMENT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)80 units @ \$31.00 each	8/18/14	\$ 7,440.00	9/15/14	\$ 7,440.00	10/1/14	2nd	\$ -
Membership	PICTURE ROCKS FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)2 units @ \$31.00 each	5/15/14	\$ 186.00	7/11/14	\$ 186.00	7/1/14	1st	\$ -
Membership	PICTURE ROCKS FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)2 units @ \$31.00 each	8/18/14	\$ 186.00	9/26/14	\$ 186.00	10/1/14	2nd	\$ -
Membership	PIMA COUNTY COMMUNITY COLLEGE	PCWIN Membership Fees-1st Quarter (July - September 2014)91 units @ \$31.00 each	5/15/14	\$ 8,463.00	7/1/14	\$ 8,463.00	7/1/14	1st	\$ -
Membership	PIMA COUNTY COMMUNITY COLLEGE	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)91 units @ \$31.00 each	8/18/14	\$ 8,463.00	9/9/14	\$ 8,463.00	10/1/14	2nd	\$ -
Membership	RINCON VALLEY FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)35 units @ \$31.00 each	5/15/14	\$ 3,255.00	7/11/14	\$ 3,255.00	7/1/14	1st	\$ -
Membership	RINCON VALLEY FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)35 units @ \$31.00 each	8/18/14	\$ 3,255.00	8/25/14	\$ 3,255.00	10/1/14	2nd	\$ -
Membership	RURAL METRO FIRE DEPT	PCWIN Membership Fees-1st Quarter (July - September 2014)104 units @ \$31.00 each	5/15/14	\$ 9,672.00	8/18/14	\$ 9,672.00	7/1/14	1st	\$ -
Membership	RURAL METRO FIRE DEPT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)129 units @ \$31.00 each	8/18/14	\$ 11,997.00	9/5/14	\$ 11,997.00	10/1/14	2nd	\$ -
Late Fees	RURAL METRO FIRE DEPT	Late Fee Charges for June and July's Inv #14*5310 and Inv 14*6126	9/24/24	\$ 264.44			11/8/14	1st	\$ 264.44
Membership	SABINO VISTA FIRE DISTRICT	PCWIN Membership Fees-Sabino Vista Fire District 1st Quarter (Jul- Sept 2014)5 units @ \$31.0	5/15/14	\$ 465.00	7/10/14	\$ 465.00	7/1/14	1st	\$ -
Membership	SABINO VISTA FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)5 units @ \$31.00 each	8/18/14	\$ 465.00	9/25/14	\$ 465.00	10/1/14	2nd	\$ -
Membership	ST. JOSEPH'S HOSPITAL	PCWIN Membership Fees-1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	8/1/14	\$ 93.00	7/1/14	1st	\$ -
Membership	ST. JOSEPH'S HOSPITAL	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 93.00			10/1/14	2nd	\$ 93.00
Membership	ST. MARY'S HOSPITAL	PCWIN Membership Fees-1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	8/1/14	\$ 93.00	7/1/14	1st	\$ -
Membership	ST. MARY'S HOSPITAL	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 93.00	9/8/14	\$ 93.00	10/1/14	2nd	\$ -
Membership	Tanque Verde Valley Fire District	PCWIN Membership Fees-1st Quarter (July - September 2014)5 units @ \$31.00 each	5/15/14	\$ 465.00	7/11/14	\$ 465.00	7/1/14	1st	\$ -
Membership	Tanque Verde Valley Fire District	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)5 units @ \$31.00 each	8/18/14	\$ 465.00	9/5/14	\$ 465.00	10/1/14	2nd	\$ -
Membership	THREE POINTS FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)3 units @ \$31.00 each	5/15/14	\$ 279.00	7/10/14	\$ 279.00	7/1/14	1st	\$ -
Membership	THREE POINTS FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)3 units @ \$31.00 each	8/18/14	\$ 279.00	8/26/14	\$ 279.00	10/1/14	2nd	\$ -
Membership	TOWN OF ORO VALLEY	PCWIN Membership Fees-1st Quarter (July - September 2014)226 units @ \$31.00 each	5/15/14	\$ 21,018.00	7/10/14	\$ 21,018.00	7/1/14	1st	\$ -
Membership	TOWN OF ORO VALLEY	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)226 units @ \$31.00 each	8/18/14	\$ 21,018.00	9/8/14	\$ 21,018.00	10/1/14	2nd	\$ -
Membership	TOWN OF SAHUARITA	PCWIN Membership Fees-1st Quarter (July - September 2014)109 units @ \$31.00 each	5/15/14	\$ 10,137.00	7/21/14	\$ 10,137.00	7/1/14	1st	\$ -
Membership	TOWN OF SAHUARITA	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)109 units @ \$31.00 each	8/18/14	\$ 10,137.00	9/17/14	\$ 10,137.00	10/1/14	2nd	\$ -
Membership	TUCSON COUNTRY CLUB ESTATES FIRE DISTRICT	PCWIN Membership Fees-1st Quarter (July - September 2014)5 units @ \$31.00 each	5/15/14	\$ 465.00	7/11/14	\$ 465.00	7/1/14	1st	\$ -
Membership	TUCSON COUNTRY CLUB ESTATES FIRE DISTRICT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)5 Units @ \$31.00 unit	8/18/14	\$ 465.00	8/21/14	\$ 465.00	10/1/14	2nd	\$ -
Membership	TUCSON MEDICAL CENTER	PCWIN Membership Fees-1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	7/10/14	\$ 93.00	7/1/14	1st	\$ -
Membership	TUCSON MEDICAL CENTER	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 93.00	9/15/14	\$ 93.00	10/1/14	2nd	\$ -
Membership	UNIVERSITY MEDICAL CENTER	PCWIN Membership Fees-S Campus1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	7/10/14	\$ 93.00	7/1/14	1st	\$ -
Membership	UNIVERSITY MEDICAL CENTER	PCWIN Membership Fees-University Campus1st Quarter (July - September 2014)1 unit @ \$31.00 each	5/15/14	\$ 93.00	7/10/14	\$ 93.00	7/1/14	1st	\$ -
Membership	UNIVERSITY MEDICAL CENTER	PCWIN Membership Fees-S Campus2nd Quarter (Oct - Dec 2014)1 unit @ \$31.00 each	8/18/14	\$ 279.00	10/6/14	\$ 93.00	10/1/14	2nd	\$ 186.00
Membership	UNIVERSITY MEDICAL CENTER	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)3 units @ \$31.00 each	8/18/14	\$ 93.00			10/1/14	2nd	\$ 93.00
Membership	UNIVERSITY OF ARIZONA POLICE DEPARTMENT	PCWIN Membership Fees-1st Quarter (July - September 2014)162 units @ \$31.00 each	5/15/14	\$ 15,066.00	7/1/14	\$ 15,066.00	7/1/14	1st	\$ -
Membership	UNIVERSITY OF ARIZONA POLICE DEPARTMENT	PCWIN Membership Fees-2nd Quarter (Oct - Dec 2014)162 units @ \$31.00 each	8/25/14	\$ 15,066.00	8/27/14	\$ 15,066.00	10/1/14	2nd	\$ -
		<b>TOTAL</b>		<b>\$ 717,828.05</b>		<b>\$ 708,938.00</b>			<b>\$ 8,890.05</b>

INTERNAL DEPARTMENTS (Pima County)									
TYPE	Legal Name	Description	Billed Date	Billed Amount	Collected Date	Collected Amount	Due Date	QTR	Outstanding
Membership	Constables	PCWIN Membership Fees- Constables1st Quarter(July- Sept 2014)2 units	7/1/14	\$ 1,581.00	7/1/14	\$ 1,581.00	7/1/14	1st	\$ -
Membership	Constables	PCWIN Membership Fees-Constables 2nd Quarter(Oct - Dec 2014)17 units	10/1/14	\$ 1,581.00	10/1/14	\$ 1,581.00	10/1/14	2nd	\$ -
Membership	Fleet Services	PCWIN Membership Fees- Fleet Service1st Quarter(July - Sept 2014)18 units	7/1/14	\$ 1,674.00	7/1/14	\$ 1,674.00	7/1/14	1st	\$ -
Membership	Fleet Services	PCWIN Membership Fees- Fleet Services2nd Quarter(Oct - Dec 2014)18 units	10/1/14	\$ 1,674.00	10/1/14	\$ 1,674.00	10/1/14	2nd	\$ -
Membership	Pima County Adult Probation	PCWIN Membership Fees- Adult Probation1st Quarter(July - Sept 2014)149 Units	7/1/14	\$ 13,857.00	7/1/14	\$ 13,857.00	7/1/14	1st	\$ -
Membership	Pima County Adult Probation	PCWIN Membership Fees- Adult Probation2nd Quarter(Oct - Dec 2014)149 units	10/1/14	\$ 13,857.00	10/1/14	\$ 13,857.00	10/1/14	2nd	\$ -
Membership	Pima County Animal Care	PCWIN Membership Fees- Animal Care1st Quarter(July - Sept 2014)35 Units	7/1/14	\$ 3,255.00	7/1/14	\$ 3,255.00	7/1/14	1st	\$ -
Membership	Pima County Animal Care	PCWIN Membership Fees- Animal Care Center2nd Quarter(Oct- Dec 2014)35 units	10/1/14	\$ 3,255.00	10/1/14	\$ 3,255.00	10/1/14	2nd	\$ -
Membership	Pima County Attorney's Office	PCWIN Membership Fees- Attorney's Office1st Quarter(July - Sept 2014)60 Units	7/1/14	\$ 5,580.00	7/1/14	\$ 5,580.00	7/1/14	1st	\$ -
Membership	Pima County Attorney's Office	PCWIN Membership Fees- Pima County Attorney's Office2nd Quarter(Oct - Dec 2014) 60 units	10/1/14	\$ 5,580.00	10/1/14	\$ 5,580.00	10/1/14	2nd	\$ -
Membership	Pima County Building Security	PCWIN Membership Fees- Building Security1st Quarter(July - Sept 2014)20 Units	7/1/14	\$ 1,860.00	7/1/14	\$ 1,860.00	7/1/14	1st	\$ -
Membership	Pima County Building Security	PCWIN Membership Fees- PC Utilities2nd Quarter(Oct - Dec 2014)20 units	10/1/14	\$ 1,860.00	10/1/14	\$ 1,860.00	10/1/14	2nd	\$ -
Membership	Pima County Department of Transportation	PCWIN Membership Fees- Dept of Transportation1st Quarter(July - Sept 2014)196 Units	7/1/14	\$ 18,228.00	7/1/14	\$ 18,228.00	7/1/14	1st	\$ -
Membership	Pima County Department of Transportation	PCWIN Membership Fees- Transportation2nd Quarter(Oct - Dec 2014)196 units	10/1/14	\$ 18,228.00	10/1/14	\$ 18,228.00	10/1/14	2nd	\$ -
Membership	Pima County Health Department	PCWIN Membership Fees- Health Departments1st Quarter(July - Sept 2014)30 Units	7/1/14	\$ 2,790.00	7/1/14	\$ 2,790.00	7/1/14	1st	\$ -
Membership	Pima County Health Department	PCWIN Membership Fees- Health Department Bioterrorism2nd Quarter(Oct - Dec 2014)30 units	10/1/14	\$ 2,790.00	10/1/14	\$ 2,790.00	10/1/14	2nd	\$ -
Membership	Pima County Justice Courts	PCWIN Membership Fees- Justice Courts1st Quarter(July - Sept 2014)2 Units	7/1/14	\$ 186.00	7/1/14	\$ 186.00	7/1/14	1st	\$ -
Membership	Pima County Justice Courts	PCWIN Membership Fees- Justice Courts2nd Quarter(Oct - Dec 2014)2 units	10/1/14	\$ 186.00	10/1/14	\$ 186.00	10/1/14	2nd	\$ -
Membership	Pima County Juvenile Court Center	PCWIN Membership Fees- Juvenile Court 1st Quarter(July - Sept 2014)29 unit	7/1/14	\$ 23,436.00	7/1/14	\$ 23,436.00	7/1/14	1st	\$ -
Membership	Pima County Juvenile Court Center	PCWIN Membership Fees- Juvenile Court, Detention2nd Quarter(Oct - Dec 2014)252 units	10/1/14	\$ 23,436.00	10/1/14	\$ 23,436.00	10/1/14	2nd	\$ -
Membership	Pima County Office of Emergency Mangement	PCWIN Membership Fees-1st Quarter (July - September 2014)43 units @ \$31.00 each	7/1/14	\$ 3,999.00	7/1/14	\$ 3,999.00	7/1/14	1st	\$ -
Membership	Pima County Office of Emergency Mangement	PCWIN Membership Fees- Pima County OEM 2nd Quarter(Oct - Dec 2014)43 units	10/1/14	\$ 3,999.00	10/1/14	\$ 3,999.00	10/1/14	2nd	\$ -
Membership	Pima County Office of the Medical Examiner	PCWIN Membership Fees-1st Quarter (July - September 2014)6 units @ \$31.00 each	7/1/14	\$ 558.00	7/1/14	\$ 558.00	7/1/14	1st	\$ -
Membership	Pima County Office of the Medical Examiner	PCWIN Membership Fees- Office of Medical Examiner2nd Quarter(Oct - Dec 2014)6 units	10/1/14	\$ 558.00	10/1/14	\$ 558.00	10/1/14	2nd	\$ -
Membership	Pima County Sheriff's Department	PCWIN Membership Fees-1st Quarter (July - September 2014)1913 units @ \$31.00 each	7/1/14	\$ 177,909.00	7/1/14	\$ 177,909.00	7/1/14	1st	\$ -
Membership	Pima County Sheriff's Department	PCWIN Membership Fees- Pima County Sheriff's Dept2nd Quarter(Oct - Dec 2014)1913 units	10/1/14	\$ 177,909.00	10/1/14	\$ 177,909.00	10/1/14	2nd	\$ -
Membership	Pima County Superior Courts	PCWIN Membership Fees- Superior Courts1st Quarter(July - Sept 2014)3 units	7/1/14	\$ 279.00	7/1/14	\$ 279.00	7/1/14	1st	\$ -
Membership	Pima County Superior Courts	PCWIN Membership Fees- Superior Courts2nd Quarter(Oct - Dec 2014)3 units	10/1/14	\$ 279.00	10/1/14	\$ 279.00	10/1/14	2nd	\$ -
Membership	Pima County Waste Water Management	PCWIN Membership Fees- Waste Water 1st Quarter(July - Sept 2014)3 units	7/1/14	\$ 23,064.00	7/1/14	\$ 23,064.00	7/1/14	1st	\$ -
Membership	Pima County Waste Water Management	PCWIN Membership Fees- Waste Water Treatment- GV2nd Quarter(Oct - Dec 2014)248 units	10/1/14	\$ 23,064.00	10/1/14	\$ 23,064.00	10/1/14	2nd	\$ -
Membership	Superintendent of Schools	PCWIN Membership Fees- Superintendent of Schools 1st Quarter(July - Sept 2014)5 units	7/1/14	\$ 465.00	7/1/14	\$ 465.00	7/1/14	1st	\$ -
Membership	Superintendent of Schools	PCWIN Membership Fees- School Buses of Superintendent2nd Quarter(Oct - Dec 2014)5 units	10/1/14	\$ 465.00	10/1/14	\$ 465.00	10/1/14	2nd	\$ -
			<b>TOTAL</b>	<b>\$ 557,442.00</b>		<b>\$ 557,442.00</b>			
SPONSORED AGENCIES									
TYPE	Legal Name	Description	Billed Date	Amount	Collected Date	Collected Amount	Due Date	QTR	Outstanding
Membership	Ajo Gibson Fire Department	PCWIN Membership Fees- Ajo/Gibson Volunteer Fire Dept1st Quarter(July - Sept 2014)20 Units	7/1/14	\$ 1,860.00	7/1/14	\$ 1,860.00	7/1/14	1st	\$ -
Membership	Ajo Gibson Fire Department	PCWIN Membership Fees- Ajo/Gibson Volunteer Fire Dept1st Quarter(July - Sept 2014)20 Units	10/1/14	\$ 1,860.00	10/1/14	\$ 1,860.00	10/1/14	2nd	\$ -
Membership	Arivaca Fire Department	PCWIN Membership Fees- Arivaca Fire Department1st Quarter(July - Sept 2014)27 Units	7/1/14	\$ 2,511.00	7/1/14	\$ 2,511.00	7/1/14	1st	\$ -
Membership	Arivaca Fire Department	PCWIN Membership Fees- Arivaca Fire Department1st Quarter(July - Sept 2014)27 Units	10/1/14	\$ 2,511.00	10/1/14	\$ 2,511.00	10/1/14	2nd	\$ -
Membership	Elephant Head Fire Department	PCWIN Membership Fees- Elephant Head Volunteer FD1st Quarter(July - Sept 2014)20 Units	7/1/14	\$ 1,860.00	7/1/14	\$ 1,860.00	7/1/14	1st	\$ -
Membership	Elephant Head Fire Department	PCWIN Membership Fees- Elephant Head Volunteer FD1st Quarter(July - Sept 2014)20 Units	10/1/14	\$ 1,860.00	10/1/14	\$ 1,860.00	10/1/14	2nd	\$ -
Membership	Helmet Peak Fire Department	PCWIN Membership Fees- Helmet Peak Fire Department1st Quarter(July - Sept 2014)24 Units	7/1/14	\$ 2,232.00	7/1/14	\$ 2,232.00	7/1/14	1st	\$ -
Membership	Helmet Peak Fire Department	PCWIN Membership Fees- Helmet Peak Fire Department1st Quarter(July - Sept 2014)24 Units	10/1/14	\$ 2,232.00	10/1/14	\$ 2,232.00	10/1/14	2nd	\$ -
Membership	Mt. Lemmon Fire Department	PCWIN Membership Fees Lt. Lemmon Fire Department1st Quarter(July - Sept 2014)24 Units	7/1/14	\$ 2,232.00	7/1/14	\$ 2,232.00	7/1/14	1st	\$ -
Membership	Mt. Lemmon Fire Department	PCWIN Membership Fees Lt. Lemmon Fire Department1st Quarter(July - Sept 2014)24 Units	10/1/14	\$ 2,232.00	10/1/14	\$ 2,232.00	10/1/14	2nd	\$ -
Membership	Why Fire Department	PCWIN Membership Fees Why Fire Department1st Quarter(July - Sept 2014)24 Units	7/1/14	\$ 1,674.00	7/1/14	\$ 1,674.00	7/1/14	1st	\$ -
Membership	Why Fire Department	PCWIN Membership Fees Why Fire Department2nd Quarter(Oct - Dec 2014)24 Units	10/1/14	\$ 1,674.00	7/1/14	\$ 1,674.00	10/1/14	2nd	\$ -
			<b>TOTAL</b>	<b>\$ 24,738.00</b>		<b>\$ 24,738.00</b>			
LEASE AGREEMENTS									
			Billed Date	Amount	Collected Date	Collected Amount	Due Date	QTR	Outstanding
Lease Agreements	NEW CINGULAR WIRELESS PCS LLC	Cell Site #: PHNXAZT936Cell Site Name: RINCON VALLEY FDJuly 2014	6/24/14	\$ 2,000.00	6/27/14	\$ 2,000.00	7/1/14	1st	\$ -
Lease Agreements	NEW CINGULAR WIRELESS PCS LLC	Cell Site #: PHNXAZT936Cell Site Name: RINCON VALLEY FDAug 2014	7/28/14	\$ 2,000.00	8/8/14	\$ 2,000.00	8/1/14	1st	\$ -
Lease Agreements	NEW CINGULAR WIRELESS PCS LLC	Cell Site #: PHNXAZT936Cell Site Name: RINCON VALLEY FDSept 2014	8/20/14	\$ 2,420.00	9/8/14	\$ 2,420.00	9/1/14	1st	\$ -
Lease Agreements	NEW CINGULAR WIRELESS PCS LLC	Cell Site Name: RINCON VALLEY Porated Charges for Addition Amount on Cell Site #PHNXAZT936D	9/3/14	\$ 365.81	9/3/14	\$ 365.81	9/3/14	1st	\$ -
Lease Agreements	NEW CINGULAR WIRELESS PCS LLC	Cell Site #: PHNXAZT936Cell Site Name: RINCON VALLEY FDOct 2014	9/18/14	\$ 2,420.00	9/29/14	\$ 2,420.00	10/1/14	2nd	\$ -
Lease Agreements	TOWN OF ORO VALLEY	OVPD/AT&TJuly 2014 lease agreementSite: PHNXAZT948	6/24/14	\$ 1,287.50	7/4/14	\$ 1,287.50	7/1/14	1st	\$ -
Lease Agreements	TOWN OF ORO VALLEY	OVPD/AT&TAugust 2014 lease agreementSite: PHNXAZT948	7/24/14	\$ 1,287.50	8/11/14	\$ 1,287.50	8/1/14	1st	\$ -
Lease Agreements	TOWN OF ORO VALLEY	OVPD/AT&TSept 2014 lease agreementSite: PHNXAZT948	8/21/14	\$ 1,287.50	9/8/14	\$ 1,287.50	9/1/14	1st	\$ -
Lease Agreements	TOWN OF ORO VALLEY	OVPD/AT&TOctober 2014 lease agreementSite: PHNXAZT948	9/23/14	\$ 1,326.13	10/6/14	\$ 1,326.13	10/1/14	2nd	\$ -
			<b>TOTAL</b>	<b>\$ 14,394.44</b>		<b>\$ 14,394.44</b>			
				<b>*External Accounts</b>		<b>\$ 708,938.00</b>			<b>\$ 8,890.05</b>
				<b>*Internal Department</b>		<b>\$ 557,442.00</b>			<b>\$ -</b>
				<b>*Sponsored Agencies</b>		<b>\$ 24,738.00</b>			<b>\$ -</b>
				<b>Leased Agencies</b>		<b>\$ 14,394.44</b>			<b>\$ -</b>
				<b>GRAND TOTAL</b>		<b>\$ 1,314,402.49</b>			<b>\$ 8,890.05</b>

\*Memberships

# September Emergencies by Talkgroup



as of 10/20/2014

Agency	# of Emergencies	Talkgroup
DHF	33	Emergency dhf
OVP	6	OV1
PCC	9	Patrol1
PSD	2	Ajo PTRL E
PSD	3	SAV-GV
PSD	42	Jail 1
PSD	16	Jail 2
PSD	12	Jail3
PSD	16	Jail4
PSD	6	Jud Sec 1
PSD	4	Jud Sec 2
PSD	4	East 1
PSD	6	FIST
PSD	14	Narc 2 E
PSD	20	North 1
PSD	20	South1
PSD	4	TAG
PSD	12	Training1
PSD	9	West1
PYF	6	Emergency pyf
PYP	51	Patrol1
RMC	4	DispatchFD
TFD	57	Emergency tfd
TFD	4	Track 2
TPD	4	AdvOfrTrn1
TPD	2	BasicTrng1
TPD	3	Hostg XTLK
TPD	50	ODD Patrol
TPD	60	ODE Patrol
TPD	58	ODM Patrol
TPD	80	ODS Patrol
TPD	16	ODW Patrol
TPD	2	SpclResp1
TPD	2	Spec Invst
TPD	4	TPD Event 1
TPD	9	Surveilnc
TPD	18	Swat Tac ops
UAPD	36	Emergency uap
	<b>704</b>	<b>Total</b>

Total by agency	
DHF	33
OVP	6
PCC	9
PSD	190
PYF	6
PYP	51
RMC	4
TFD	61
TPD	308
UAP	36

September Monthly System Report



as of 10/20/2014

Site	# Buses	% Buses	# Voice calls	% Channel usage	Max Channel Usage with Date	Emergency Activations	Comments
Simulcast A	0	0.000%	1,044,203	33%	9/3/14 38%	272	
Simulcast B	0	0.000%	1,037,459	30%	9/3/14 34%	262	
North Simulcast	1	0.000%	282,481	43%	9/3/14 50%	36	
Golder	0	0.000%	135,539	36%	9/8/14 42%	23	
Arivaca	0	0.000%	18,385	28%	9/9/14 30%	1	
Bigelow	16	0.000%	41,109	41%	9/20/14 44%	6	
Confidence	0	0.000%	163,495	34%	9/12/14 39%	32	
Haystack	58	0.000%	80,729	41%	9/19/14 45%	22	
Childs	0	0.000%	29,073	39%	9/15/14 45%	3	
Keystone	5	0.000%	309,473	41%	9/8/14 48%	47	
Total	80	0.000%	3,141,946	37%	n/a	704	



as of 10/20/2014

**Backhaul Network Performance Metrics**

% Network Uptime	Link Failures	# of Equipment Malfunctions per site	SVC Interruptions and Impact	Major Svc or Config Changes
99.995%	DPS link transport failed two times minimum. PSTA to Pascua Microwave link failed twice for short bursts.	0	9/8 Ajo/Childs Dispatch center impacted 9/8 Bigelow - Lemmon No PCWIN users impacted 9/19 Ajo/Childs Dispatch center impacted 9/27 Ajo/Childs Dispatch center Impacted 9/30 Pascua Dispatch center impacted	None

**Pima County Wireless Integrated Network (PCWIN)  
Projected Cash Flow for Each Applicable Fiscal Year  
Utilizing September 2014 Forecasts**

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	<u>Adopted Budget FY 14-15</u>	<u>Forecast for FY 14-15 as of September 2014</u>	<u>Forecasted FY 15-16</u>	<u>Forecasted FY 16-17</u>	<u>Forecasted FY 17-18</u>	<u>Forecasted FY 18-19</u>	<u>Forecasted FY 19-20</u>
<b>1 Net Operating income (loss)</b>							
2 Revenues							
3 General Government Fees - Public Safety Other Jurisdictions (Note)	1,418,064	1,462,254	1,495,440	1,833,120	1,833,120	1,833,120	1,833,120
4 Interdepartmental Revenue - Pima County (Note)	1,161,012	1,115,256	1,117,116	1,369,368	1,369,368	1,369,368	1,369,368
5 Rent and Royalties	31,296	43,650	68,448	68,448	68,448	68,448	68,448
6 Interest Rev. - Pooled Inv.	-	314	3,012	1,905	1,581	1,479	1,533
7 Miscellaneous Revenue	-	-	-	-	-	-	-
8 <b>Total Operating Revenues</b>	<b>2,610,372</b>	<b>2,621,474</b>	<b>2,684,016</b>	<b>3,272,841</b>	<b>3,272,517</b>	<b>3,272,415</b>	<b>3,272,469</b>
9 Expenditures							
10 Salaries and Wages							
11 PCWIN - Salaries	145,480	145,480	145,480	148,390	148,390	151,357	151,357
12 PCWIN - Benefits	42,474	42,474	43,748	45,061	46,412	47,805	49,239
13 Interdepartmental Salaries - Charged Out	-	(11,200)	-	-	-	-	-
14 Interdepartmental Salaries - Charged In	76,000	76,000	77,553	79,280	79,824	81,608	82,185
15 Intra Departmental Salaries and Fringe	-	-	-	-	-	-	-
16 BEACON	13,067	13,067	13,068	13,068	13,068	13,068	13,068
17 CONFIDENCE	10,307	10,307	10,307	10,307	10,307	10,307	10,307
18 GEASA	11,989	11,989	11,990	11,990	11,990	11,990	11,990
19 HAYSTACK	18,057	18,057	18,057	18,057	18,057	18,057	18,057
20 RVFD	12,766	12,766	12,767	12,767	12,767	12,767	12,767
21 SWAN	12,504	12,504	12,504	12,504	12,504	12,504	12,504
22 TUMAMOC	11,106	11,106	11,107	11,107	11,107	11,107	11,107
23 ITD - Salaries and Benefits	847,206	780,975	889,440	909,415	916,170	936,812	943,979
24 Total Employee Compensation	1,200,956	1,123,525	1,246,021	1,271,945	1,280,596	1,307,382	1,316,560
25 Other Personnel Costs							
26 City of Tucson Positions							
27 COT Technician	115,107	115,107	115,108	115,108	115,108	115,108	115,108
28 COT Engineer	65,908	65,908	65,908	65,908	65,908	65,908	65,908
29 Out of State Travel/Training	5,500	5,500	5,500	5,500	5,500	5,500	5,500
30 Instate Travel/Training	1,000	1,000	500	500	500	500	500
31 Dues and Memberships	800	800	1,200	1,200	1,200	1,200	1,200
32 Administrative Overhead	114,721	114,721	114,721	114,721	114,721	114,721	114,721
33 Total Other Personnel Costs	303,036	303,036	302,937	302,937	302,937	302,937	302,937
34 Operating Expenses							
35 Office Supplies	1,950	6,950	10,000	10,000	10,000	10,000	10,000
36 Food Supplies	-	500	500	500	500	500	500
37 Books/Subscriptions/Videos	2,500	2,500	1,500	1,500	1,500	1,500	1,500
38 Software - Comm Shop	35,000	35,000	35,000	35,000	35,000	35,000	35,000
39 Other Operating Supplies	25,000	25,000	25,000	25,000	25,000	25,000	25,000
40 Repair & Maintenance Supplies	130,150	130,150	260,300	260,300	260,300	260,300	260,300
41 Small Tools and Office Equipment	20,000	20,000	20,000	20,000	20,000	20,000	20,000
42 Office Machines/Computers	5,000	15,000	5,000	5,000	5,000	5,000	5,000
43 Other Machines/Equipment	1,000	11,000	1,000	1,000	1,000	1,000	1,000
44 Fuel, Oil, Lubricants	1,000	1,000	1,000	1,000	1,000	1,000	1,000
45 Printing & Microfilming	250	250	1,000	1,000	1,000	1,000	1,000
46 Postage and Freight	5,000	5,000	5,000	5,000	5,000	5,000	5,000
47 Other Professional Services	-	187	-	-	-	-	-
48 Advertising	-	928	1,000	1,000	1,000	1,000	1,000
49 Property Damage & Gen Liabilities Insurance Premiums	14,000	14,000	14,000	14,000	14,000	14,000	14,000
50 Motor Pool Charges	50,000	70,000	70,000	70,000	70,000	70,000	70,000
51 Other Miscellaneous Charges	840	840	840	840	840	840	840
52 Interest Expense - Pooled Investments	-	-	-	-	-	-	-
53 R&M Machinery and Equipment							
54 Motorola Software System Update Agreement	134,469	103,477	617,816	683,046	687,244	691,781	698,699
55 Motorola LMR Technical Support	29,716	22,121	119,500	120,695	121,902	123,121	128,046
56 Motorola Network System Monitoring	43,115	32,095	-	-	-	-	-
57 Motorola Network Preventative Maintenance	16,680	12,417	-	-	-	-	-
58 Motorola Advanced Replacement	25,737	19,159	-	-	-	-	-
59 Motorola NICE Audio Logging Equipment Service	28,746	21,399	86,238	86,238	86,238	86,238	86,238
60 Motorola Maintenance Consulting Fees (T&M for Motorola/Ceragon)	-	-	28,000	28,000	28,000	28,000	28,000
61 Ceragon Maintenance Support	37,326	37,326	-	-	-	-	-
62 Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	36,906	-	-	-	-	-
63 Test Equipment Repair & Maintenance	-	-	7,500	7,500	7,500	7,500	7,500
64 Netlock Maintenance & Support	865	865	865	865	865	865	865
65 Cisco SmartNet CTM for City of Tucson	5,000	-	2,000	2,000	2,000	2,000	2,000
66 Cisco SmartNet and COT Sonet Boxes	91,780	96,780	19,000	19,000	19,000	19,000	19,000
67 Interdepartmental Supplies & Services - Charged In	-	7,500	-	-	-	-	-
68 Total Operating Expenditures	742,030	728,350	1,332,059	1,398,484	1,403,889	1,409,645	1,421,488
69 Utilities							
70 Telephone/Voice/Data Telecommunications							
71 ITD Network Port Charges	2,220	2,200	20,464	20,464	20,464	20,464	20,464
72 Cisco SmartNet for Pima County	-	13,750	25,468	25,468	25,468	25,468	25,468
73 Long Distance Telephone Services	500	450	500	500	500	500	500
74 Cell Phones w/Data	16,200	16,200	16,200	16,200	16,200	16,200	16,200
75 Electricity							
76 BEACON	8,000	8,000	8,000	8,000	8,000	8,000	8,000
77 BIGELOW - SAT	6,000	6,000	6,000	6,000	6,000	6,000	6,000
78 EAGLE	12,500	12,500	12,500	12,500	12,500	12,500	12,500
79 KEYSTONE - AZ DPS	3,600	3,600	3,600	3,600	3,600	3,600	3,600
80 LEMMON - AZ DPS	3,600	3,600	3,600	3,600	3,600	3,600	3,600
81 RVFD	12,500	12,500	12,500	12,500	12,500	12,500	12,500
82 SWAN	12,500	12,500	12,500	12,500	12,500	12,500	12,500
83 TUMAMOC - AZ Public Media	12,500	12,500	12,500	12,500	12,500	12,500	12,500
84 Total Utilities	90,120	103,800	133,832	133,832	133,832	133,832	133,832

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Utilizing September 2014 Forecasts**

**DRAFT**

	Adopted Budget FY 14-15	Forecast for FY 14-15 as of September 2014	Forecasted FY 15-16	Forecasted FY 16-17	Forecasted FY 17-18	Forecasted FY 18-19	Forecasted FY 19-20
90 Leases & Rentals							
91 ARIVACA - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
92 BEACON - Crown Castle Lease	11,458	11,458	11,802	12,156	12,520	12,896	13,283
93 BIGELOW - SAT Lease	15,277	15,277	15,735	16,207	16,694	17,194	17,710
94 CONFIDENCE - TEP Lease	5,000	5,000	5,000	5,000	5,000	5,000	5,000
95 HAYSTACK - ASLD Land Use Permit	1,800	2,400	1,800	1,800	1,800	1,800	1,800
96 KEYSTONE - AZ DPS	10,000	10,000	10,000	10,000	10,000	10,000	10,000
97 LEMMON - AZ DPS	4,356	4,356	4,356	4,356	4,356	4,356	4,356
98 MILDRED - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
99 PECOC - Master Site & PCWIN Offices	5,100	5,100	5,100	5,100	5,100	5,100	5,100
100 RVFD - Rincon Valley Fire District Lease	12,000	12,000	12,000	12,000	12,000	12,000	12,000
101 County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152	33,152	33,152	33,152	33,152	33,152
102 Total Leases & Rentals	100,878	103,543	103,745	104,571	105,422	106,298	107,201
103							
104 Total Expenditures	2,437,020	2,362,254	3,118,594	3,211,770	3,226,676	3,260,095	3,282,018
105							
106 Net Operating Income (loss)	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
107							
108 Cash Flow from Operations after Transfers							
109 Net income (loss)	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
110 Transfers In-General Fund	-	-	-	-	-	-	-
111 Transfers In-Other Special Revenue	-	-	-	-	-	-	-
112 Transfers In-Capital Asset	-	-	-	-	-	-	-
113 Cash Flow from Operations, after Transfers	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
114							
115 Fund Balance Calculation							
116 Beginning Fund Balance	508,371	508,371	767,591	333,013	394,084	439,925	452,245
117 Ending Fund Balance	681,723	767,591	333,013	394,084	439,925	452,245	442,696
118							
119 Sources and Uses of Funds							
120 Sources							
121 Cash Flow after Other Transfers plus Depreciation and loss on disposal of asset	173,352	259,220	(434,578)	61,071	45,841	12,320	(9,549)
122 Accounts Receivable (Beginning)	8,541	8,541	6,984	10,952	10,952	10,952	10,952
123 Accounts Receivable (Ending)	(5,007)	(6,984)	(10,952)	(10,952)	(10,952)	(10,952)	(10,952)
124 Interest Receivable (Beginning)	571	571	251	159	132	123	128
125 Interest Receivable (Ending)	(180)	(251)	(159)	(132)	(123)	(128)	(128)
126 Due From Other Funds (Beginning)	-	-	-	-	-	-	-
127 Due From Other Funds (Ending)	-	-	-	-	-	-	-
128 Due From Other Governments (Beginning)	-	-	-	-	-	-	-
129 Due From Other Governments (Ending)	-	-	-	-	-	-	-
130 Inventory (Beginning)	181,598	181,598	181,598	181,598	181,598	181,598	181,598
131 Inventory (Ending)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)
132 Prepaid Expenses (Beginning)	4,539	4,539	-	-	-	-	-
133 Prepaid Expenses (Ending)	-	-	-	-	-	-	-
134 Total Sources	181,816	265,636	(438,454)	61,098	45,849	12,316	(9,550)
135							
136 Uses							
137 Accounts Payable (Beginning)	80,860	80,860	102,815	155,424	161,005	161,525	162,075
138 Accounts Payable (Ending)	(102,593)	(102,815)	(155,424)	(161,005)	(161,525)	(162,075)	(163,133)
139 Interest Payable (Beginning)	-	-	-	-	-	-	-
140 Interest Payable (Ending)	-	-	-	-	-	-	-
141 Accrued Compensation Payable (Beginning)	18,147	18,147	59,416	74,654	32,021	32,188	32,703
142 Accrued Compensation Payable (Ending)	(62,990)	(59,416)	(74,654)	(32,021)	(32,188)	(32,703)	(43,007)
143 Due to Other Funds (Beginning)	-	-	-	-	-	-	-
144 Due to Other Funds (Ending)	-	-	-	-	-	-	-
145 Due to Other Governments (Beginning)	-	-	-	-	-	-	-
146 Due to Other Governments (Ending)	-	-	-	-	-	-	-
147 Unreserved Overpayment (Beginning)	64,107	64,107	121,367	124,122	152,149	152,149	152,149
148 Unreserved Overpayment (Ending)	(117,699)	(121,367)	(124,122)	(152,149)	(152,149)	(152,149)	(152,149)
149 Total Uses	(120,168)	(120,484)	(70,602)	9,024	(686)	(1,066)	(11,362)
150							
151 Net Sources over Uses	301,984	386,120	(367,852)	52,075	46,535	13,381	1,812
152							
153 Net Sources over Uses	301,984	386,120	(367,852)	52,075	46,535	13,381	1,812
154 Beginning Cash Balance	476,236	476,236	862,356	494,504	546,578	593,113	606,494
155 Projected Ending Cash Balance*	778,220	862,356	494,504	546,578	593,113	606,494	608,306
156 Reserve on Expenditures (12.5%)**	-	-	389,824	401,471	403,335	407,512	410,252
157 Projected Ending Cash Balance after Reserve Requirement is met	-	-	104,679	145,107	189,779	198,983	198,054

\* The above cash flow is only an estimate as it includes forecasted amounts from the department and estimates for ending Balance Sheet items.  
\*\* Reserve on Expenditures to begin in FY 2015/16

Note: Below is the Monthly Subscriber Rate Table used to calculate the Interdepartmental and Intergovernmental Charges.

	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20
Monthly Subscriber Rate	\$ 31.00	\$ 31.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ 38.00

# 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

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Further Comments

Executive Director Signature / Date

Board of Directors approval date / comments

Title: **System and Equipment Security Policy**

Index: 104-A

Effective Date: July 1, 2014

Revision/Date: 0

Author: Ben Goff, Deputy Director Pima County Department of Transportation

### **1. Purpose**

- a. The purpose of this document is to provide general policy guidance for PCWIN system and equipment security

### **2. Background**

- a. Because IT networks are vulnerable to attack specific precautions must be taken to ensure that risk to the PCWIN network and equipment is mitigated to the maximum extent practical.
- b. Errors, in addition to malice, can create system failures that require prompt recovery and restoration of normal operations. A robust security environment will assure that only appropriately qualified persons, software systems and devices can access the PCWIN network.

### **3. Policy Statement**

- a. Technical system information which could compromise system security is considered confidential and is not to be released to personnel who do not have a legitimate and appropriate need. Transfer of such technical information shall be accompanied by a release from the responsible owning entity and a receipt from the person to whom the technical information is provided.
- b. Network equipment is allocated to specific agencies on the system and shall not be altered by another entity without the responsible agency's knowledge and consent. Alterations require the consent of the Network Managing Member prior to implementation. Alteration includes over-the-air modifications to individual unit programming.
- c. Agencies are responsible for maintaining positive control over PCWIN equipment. Inventories of unassigned equipment shall be conducted regularly. Status of assigned equipment shall be confirmed at least annually.
- d. Additions or alterations to PCWIN software will only be allowed with the prior approval of the Network Managing Member. In general, software modifications will only be made by staff of the Network Managing Member or vendors operating under their supervision. All software documentation must be provided to the Network Managing Member in advance of software alteration or installation.
- e. The Network Managing Member is responsible for system security. A Security Protocol will be published and distributed to all PCWIN participating agencies.

- f. Any facility (tower sites and facilities) will be kept secure and access will be coordinated with the Network Managing Member. All site access shall be logged with person(s), date, time and purpose.
- g. Network Managing Member shall provide passwords to protect system and subsystem equipment, for the purpose of preventing unauthorized access. Specifications for required password forms and expiration intervals will be contained in the Security Protocol.
- h. External devices (computers, modems, routers, external drives, iPhones, etc.) shall not be connected to the system network without the prior approval of the Network Managing Member.
- i. Tower site access lists will be kept up to date, including vendor support staff. Site access lists will be honored. A person will be denied unsupervised access to a site using an access list if the person is not designated on the list for the site.
  - i. Undesignated staff at equipment locations must be under the supervision of authorized staff.
    - 1. Agency owned sites shall control and restrict access
  - ii. Notifications of urgent staff changes, such as discharged employees or cancelled vendor contracts will be immediately forwarded to the Network Managing Member. Likewise the Network Managing Member will notify clients of personnel changes that affect access to a site.
  - iii. Specifics for monitoring site access alarms are at the respective site owning agency's discretion. However, at a minimum all access alarm events shall be logged.
  - iv. Site access shall not be unreasonably denied to agency support staff, which is responsible for maintaining equipment located at that site.

**4. Applies to**

- a. All users of the PCWIN digitally trunked radio system

**5. Supporting Rules**

- a. 101-C Confidentiality Policy
- b. 102-C Lost / Compromised Radio Policy
- c. 202-B Lost / Compromised Radio Procedure
- d. 103-B Approved Subscriber Equipment
- e. 104-B Encryption Management Policy

**6. Conditions for Exemption or Waiver**

- a. None