

**NOTICE/AGENDA OF PUBLIC MEETING
PIMA COUNTY WIRELESS INTEGRATED NETWORK
BOARD OF DIRECTORS MEETING
May 28, 2015**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **PIMA COUNTY WIRELESS INTEGRATED NETWORK (PCWIN) BOARD OF DIRECTORS** and to the general public that the Board of Directors will hold a meeting on **Thursday, May 28, 2015 beginning at 9:00 a.m.** The meeting will be held at the Pima Emergency Communications Operations Center (PECOC), 3434 E. 22nd Street, Tucson, Arizona.

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 Nicole Burdette at (520) 724-9320. 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 MINUTE SUMMARY** Chairman
Motion
- Review, discussion, and approval of the Minute Summaries from the December 4, 2014 Board Meeting and December 9, 2014 Joint Session Special Meeting.
- III. EXECUTIVE DIRECTOR'S REPORT** John Voorhees
Info & Direction to Staff
- The Executive Director will brief the Board on the following topics:
- A. SPECIAL REVENUE FUND UPDATE**
- The Board will be briefed on Period 10 of the FY 14-15 Special Revenue Budget.
- B. OWG & TWG UPDATES**
- The Chairs of the OWG and TWG will brief the Board on the progress of their respective group.
- C. PCWIN STATUS UPDATE**
- The PCWIN Wireless Services Manager will update the Board on pertinent network activities.
- IV. AGENCY HANDBOOK UPDATE** John Voorhees
Motion
- The Executive Director will brief the Board and seek approval for new policies.
- V. MEMBERSHIP AND PARTICIPANT UPDATE** John Voorhees
Motion
- The Executive Director will provide an overview and seek approval for new member applications for participation in PCWIN.

VI. NEW BUSINESS – ITEMS FOR FUTURE BOD AGENDAS

John Voorhees
Information

Members may propose agenda items for future Board of Directors' Meetings.

VII. CALL TO THE PUBLIC

John Voorhees
Info & Direction to Staff

Those wishing to address the Board 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.

VIII. DATE/TIME/LOCATION OF PROPOSED BOARD OF DIRECTORS' MEETINGS

Board
Info & Direction to Staff

The next Board of Directors' Meeting has been scheduled for **Thursday, August 27, 2015**. The meeting will begin at **9:00 a.m.**, and held at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, AZ, Conference Room 308.

IX. ADJOURNMENT

Board
Motion

A copy of the agenda background material provided to the Board of Directors is available for public inspection at the PCWIN Administrative Office, Pima Emergency Communications & Operations Center or call (520) 724-9320.

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
(PCWIN)
BOARD OF DIRECTORS MEETING**

Pima Emergency Communications Operations Center
3434 E. 22nd Street
Thursday, December 4, 2014

SUMMARY OF MEETING

I. CALL TO ORDER AND ROLL CALL

Chief Sharp calls the meeting to order at 10:15 am and roll call is executed.

Members Present

Chief Daniel Sharp, Oro Valley Police Department (Chair)
Chief Doug Chappell, Drexel Heights Fire Dept. (Vice Chair)
City of Tucson Representative, Kelly Gottschalk
Corona de Tucson Fire Dept., Chief Andy Watson
Golder Ranch Fire District, Chief Randy Karrer
Mountain Vista Fire District, Chief Ed Wilkerson
Northwest Fire District, Paul Wright
Pascua Yaqui Tribe, Chief Andre Matus
PCWIN Executive Director, John Voorhees (Non-Voting)
Pima County Representative, Jan Leshner
Rincon Valley Fire District, Chief Jayme Kahle
Sahuarita Police Dept., Chief Kaleb Allred
University of Arizona Police Dept., Chief Keith Brittain

Members Absent

Avra Valley Fire District
City of South Tucson
Green Valley Fire District
Picture Rocks Fire District
Pima Community College DPS
Sabino Vista Fire District
Tanque Verde Valley Fire District
Three Points Fire District
Tucson Country Club Estates Fire District

Participating Attendees:

Rick Brown, PCWIN Wireless
Steve Campbell, Chairman of the Operations Working Group

II. APPROVAL OF MEETING SUMMARY

The Chairman calls for comments on the October 23, 2014 Board Meeting Summary. It is moved by Chief Sharp, seconded by Chief Chappell and unanimously carried to approve the Minute Summary.

III. PCWIN PERSONNEL CHANGES

Mr. Voorhees announces the retirement of Ms. Castro and introduces Ms. Nicole Burdette as her replacement. Ms. Burdette comes to PCWIN from the Pima County Department of Transportation and has been involved with the Operations Working Group. A copy of Ms. Castro's resignation letter and a letter from the County Administrator approving the appointment of Ms. Burdette has been included in the review material sent to the Board Members. The Members welcome Ms. Burdette.

IV. FY 13-14 SPECIAL REVENUE FUND

Mr. Voorhees briefs the Board on the wrap up of the FY13-14 budget year and distributes a copy of the 2014 Office of Emergency Management's Radio System Special Revenue Fund Report to the Members. He notes that the report was compiled by the Pima County Finance Department and an independent auditor and covers PCWIN's progress from inception to date. The report is rather unremarkable and an electronic copy will be posted on the PCWIN website when it is received. The members are invited to contact him with any comments or questions.

V. FY 14-15 SPECIAL REVENUE FUND REPORT

Mr. Voorhees reports on Period 4, ending October 31, 2014, of the FY 14-15 budget. It appears that the budget is under spent at present based on progress and what was anticipated for FY14-15, approximately 20 to 25% spend rate versus 50% which was originally estimated at this time of year for operating expenses. Continuing to progress at this rate could increase chances for not raising subscriber rates next year.

VI. POST WARRANTY SERVICES CONTRACT AMENDMENT (MOTOROLA)

Mr. Voorhees reports that the Executive Committee recommended earlier today that rather than voting on this item, a special executive session/emergency meeting be scheduled in the near future to allow Board Members to have sufficient time to review the entire document. Chief Sharp requests that Mr. Voorhees also address the time sensitivity issue associated with the approval of this contract amendment. Mr. Voorhees explains the need to expedite the approval of the amendment before the end of the calendar year in order to take advantage of the significant discount offered by Motorola. He notes that in event of Board approval, this item has also been scheduled on the Board of Supervisors Meeting agenda for December 16, 2014 to facilitate their approval of the contract as well. The item can be removed from their agenda in the event that Board of Directors does not approve the amendment. He states that should the Board of Directors decide to approve a special meeting, he will take care of the arrangements and notifications. Mr. Voorhees provides an overview of some of the more critical components of the agreement:

Service Upgrade Agreement - Amendment No. 6 - Mr. Voorhees

- This amendment to the original contract with Motorola is for 20 years of service at a cost of \$20M for the contract period, and represents an approximate net increase to the total contract value of approximately \$8M. The original contract was executed for a 5 year term with three 5 year renewable terms and a host of a la carte services to accept or decline.
- The amendment reduces the amount of services but extends the life of the post warranty services and now offers a more robust approach with emphasis on life cycle maintenance of the system. It also provides for 5 years of service, with three 5 year options that result in continuous maintenance for 20 years terminating in 2035. There are also provisions for both parties to opt out of the contract if decided.
- Some of the previous post warranty services were extracted, but the NICE Audio Login Recording system support/crisis line were retained.
- The amendment, which includes a System Upgrade Agreement 2 (SUA II), provides that upon expiration of the initial system warranty, Motorola staff will be deployed and work with Wireless staff from the County and the City to provide bi-annual updates of the most current software version and any associated changes to hardware, malware, adaptation to new technology and third party software, etc.
- Motorola has committed to support the current software in the in the foreseeable future and providing maintenance for the life and maximum preservation of the system.
- The agreement does not cover non-Motorola products, or Motorola products purchased from third party vendors.

- Primary benefits of the SUA II include cost stability, currency and flexibility for the PCWIN system. Not selecting this option would mean facing higher costs and major disturbance of the system to facilitate upgrading to the latest versions 5 years from prior to the most current updates to be purchased and installed.
- Optional system upgrades can be purchased if desired as well.
- The Motorola team will also audit the system equipment to determine what needs to be upgraded or replaced and will develop the plan for implementation of same and will coordinate installation with the managing member team.
- More detailed information on the statement of work is contained in the document that will be forwarded to the Members today.

Discussion

Chief Sharp acknowledges the need for the special meeting. Chief Kahle asks if approval of the amendment will necessitate additional manpower or will it remain the same. Mr. Voorhees states that approval of this amendment will not require additional local manpower, but will require appropriate Motorola staff to accommodate the provisions of the required system maintenance and system upgrades. Much like the previous implementations plans, Motorola staff will also work in conjunction with the County and City Wireless staff.

Mr. Wright expresses concern over Motorola's deadline to be met to obtain the discount; the transparency for the public on the confidential components of the agreement; and asks what will happen if a decision is made to switch from a TDM to an IPL format on the back end and how that it impacts the SUA. Mr. Voorhees responds that implementation of any major system changes at PCWIN's request would have to be made at PCWIN's expense. Mr. Casella explains the reasons why he believes that based on previous research during the design of the system, it is relatively safe to assume that there will be longevity and notes that switching to an IPL platform would not impact this maintenance agreement.

Ms. Gottschalk inquires about the discounts for the execution of the document and asks about the amount of savings. Mr. Voorhees responds that the LMR, NICE Audio Login and the SUA were bundled into one package. Although he does not have the specific numbers at hand, he believes that execution of the agreement will result in approximately \$2M of savings.

Ms. Hemmen provides a brief overview of the contract negotiations including efforts to comply with the bond language and Motorola's decision to commit to providing maintenance for 20 years versus their standard maximum 10 year practice. She discusses the potential dangers and costs of not executing the SUA – specifically those involved in bringing major systems up to current software versions down the line.

Motion: With no further discussion Chief Sharp requests that Mr. Voorhees proceed with the special meeting notice and agenda. It is moved by Ms. Gottschalk, seconded by Mr. Wright and unanimously approved that the Executive Director proceed with facilitating the scheduling and noticing of a special/emergency meeting.

VII. FY 15-16 SPECAIL REVENUE FUND BUDGET PROPOSED BUDGET

Mr. Voorhees advises that it was proposed by Executive Committee Members that he prepare a few different scenarios for expenses associated with the special revenue fund relative to the annual user fees: Using a fictional user organization with one hundred radios, three options were developed. The overall cost for all three options result in the same bottom line at the end of the 5 years. Included in the analysis were expenses and revenues as well as the bottom line cash balance after reserves and after all obligations have been met at right at the pre-agreed cash balance of \$100K balance after 12.5% reserve set-aside.

Option 1: Raises rates from \$31 to \$34 for 15/16 and graduates up \$1 per year until it levels off at \$38 per unit per month. This would front loads cash balance in the beginning and remains at \$150K and would eventually level off at the 5 year point with expenses including the SUA II.

Option 2: Raises rates from \$31 to \$33, jumping \$2 each year until it reaches \$38 per unit per month. This presents a more graduated approach at the beginning with a moderate escalation which results in a cash balance this not as heavily loaded up front and eventually levels off at the end of the 5 years.

Option 3: Raises rates from \$31 to \$32 and then increases significantly during the 2016 and 2017 to \$37 or \$38 per unit per month.

Motion: It is moved by Chief Chappell and seconded by Chief Sharp that Option 1 be selected for inclusion in the adoption of the FY15-16 budget without the inclusion of the service agreement at this time. Ms. Gottschalk comments that the City of Tucson has had numerous other financial challenges to deal with including the conclusion of numerous grants as well as pension payouts. Consequently, she prefers that Option 2 or 3 be selected to allow more time for budgeting purposes. Chief Kahle states that he would prefer Option 2 as well. A friendly amendment is offered by Ms. Gottschalk and Chief Kahle to amend the motion to select Option 2 for the subscriber rate increases. Chief Chappell accepts the friendly amendment and the motion passes unanimously.

VIII. OWG & TWG Reports

Mr. Voorhees asks the Chairs of the OWG and TWG to give their respective reports.

OWG Update - Steve Campbell

- The group continues to meet on a monthly basis
- Three applications for membership were reviewed - one was an update and the other two are new applications. Mr. Voorhees will discuss these in more detail during his presentation of same.
- The Fleet Map Subcommittee has been meeting with a primary focus on rebanding and the associated changes to the fleet maps during that time.
- The Subcommittee was also tasked by Mr. Voorhees and the TWG to review in building coverage concerns within Pima County and the group was asked to assist in prioritizing those requests. The top ten priorities list will be forwarded to Wireless Services for their initial review.
- One new policy has reviewed and there are several more that will be forthcoming shortly.
- The group is also in the process of reviewing and discussing updates for the TICP. This document will be reviewed by the user agencies and their input incorporated into same.

TWG Update – Rick Brown

- TWG met on November 4, 2014
- The group reviewed the input from the OWG regarding prioritization of in building coverage issues and the next step will be conducting site walks and developing cost estimates to remediate those 10 issues. The results of these efforts will be reported back to the TWG in the future.
- A number of these facilities have previously been recognized as having BDAs, some of which may be covered by the rebanding funding.
- Procedure (Volume II) 204-L pertaining to Managing Radio Amplification Systems, was reviewed and approved by both technical working groups and should be ready for publication and posting to the PCWIN website in the near future.
- The group has been working on drafting on policies and procedures pertaining radio and console identification with Pima County and the City of Tucson.
- Work continues with the COT (the other maintenance provider) to work on the development of new technical control procedures, 24-7 monitoring and to improve and/or refine what is already in place. This will be an ongoing process in the future between the two agencies.

IX. AGENCY HANDBOOK UPDATE

Mr. Voorhees advises that in addition to the reports from the Chairs of the technical working groups, several approved procedures and forms have been posted to the PCWIN website. He states the only

thing preventing the radio amplification procedure from being posted is the creation of the accompanying policy which should be ready for presentation to the Board in the near future. The policy draft has been forwarded to the OWG for their review of content pertaining to filing and compliance with FCC regulations. He also notes with the magnitude of the upcoming projects involving system maintenance, system upgrades, rebanding, etc., there will be a "lull" for 9 months or longer in policy and procedure development to allow the technical staff to focus on project implementation and management. This should not pose any significant problems as most of the priorities relative to the operations of the cooperative have already been addressed. Both groups, however, will continue working on developing and improving internal communication/coordination components required for system maintenance/operations.

X. PCWIN STATUS UPDATE – Mr. Brown

A. Rebanding:

Rebanding negotiations with Sprint have been lively but he anticipates that the agreement will be presented to the Committee and Board in the near future. After approval, staff will meet with Motorola to develop an actual schedule and follow with the distribution of a questionnaire out to all of the agencies.

B. Fleet Map Committee:

In early January, staff will be meeting with individual agencies to help document needed or desired changes in configurations, code plugs, fleet map changes, etc. After all the data is obtained, the group will meet to collectively discuss and prioritize all of the needs before finalization. Mr. Brown will also be working with Motorola to assess system changes that may be needed since "go live", and include those in the overall rebanding process as well.

C. Network Improvements:

The City of Tucson and Pima County staffs continue to work on network improvements in order to install cameras at select sites, as well as improve network bandwidth and connectivity (an ongoing process).

System Upgrade 7.15: The Motorola upgrade team has been scheduled to be in Tucson in early February to do a detailed presentation and show the actual schedule. The upgrade will start in March of 2015 and should conclude in May 2015. During the upgrade, data bases will have to be frozen, taken to Shamburg, upgraded and re-imported to the system. Changes after the freezing will have to be documented and tracked to insure that accurate information is added to the system after the upgrade. Procedures for users regarding the capturing and reloading the data will be forthcoming on this process. In May, 2015, it is anticipated that the system preventative maintenance will also be done and followed by rebanding.

Site Preventative Maintenance: Annual Site Preventative Maintenance will be conducted by Motorola as well at all of the sites after the 7.15 upgrade.

Bulletin Updates

Field Services Bulletin on the Motorola Remote Speaker Microphones: 3301 units have been tested to date with 49 units failing equaling a fail rate of 1.2%. The bulletin is scheduled to expire in March of 2015 and it was hoped that testing would be completed by the end of the year. It is anticipated that testing will be completed prior to the bulletin expiring. A reminder notice will be sent to the agencies regarding the 300 units remaining to be tested noting that the equipment will have to be brought to the maintenance services for testing which should take less than 10 minutes.

Update Regarding the 6000 Lt Speaker Microphones: Although current units meet expectations, Motorola has made improvements and decided to replace all 500+XE speaker microphones. After obtaining the specific number of units needed for each of the fire agencies, the information

will be forwarded to Motorola who will send them out in stages so replacements can be traded with the users with no interruption of service.

Miscellaneous:

- A bulletin was received that some of the switches were reporting random or odd errors at the prime sites. As of this morning, all switches were replaced at Oro Valley, Tumamoc and Swan without any interruption of service.
- Mr. Voorhees notes that regarding questions regarding usage of interoperability participants at the last meeting, to date there has been no usage as the IGAs have not yet been executed. Once the data becomes available, the information will be forwarded to the Board.
- Mr. Wright inquires how long the update will take after the data base has been captured for the upgrade, and Mr. Brown responds that the process should take approximately 30 days.

XI. MEMBER & PARTICIPANT ACQUISITION

Mr. Voorhees reports that there are no new applications to submit; however, applications have been received from the Tohono O'odham Nation (Nation) and the Tucson Airport Authority (TAA).

The Nation is working through some concepts as to how to facilitate connectivity through Sells back to PECOC. Once that issue has been resolved, they can move forward and the Committee will have an opportunity to evaluate their application for membership.

The TAA is also considering membership and is conducting individual testing at the Tucson International Airport with 4 phones borrowed from PCWIN. Their application has been submitted but is currently on hold until they see if the coverage meets their needs out at the airport. They also are looking at their budget to determine the number of units that they would like to be on the network. Mr. Voorhees suspects that this agency may end up with a blended system with law enforcement as full members and fire Interoperability Participants.

XII. BOARD OF DIRECTORS VICE CHAIR NOMINATIONS

The members discuss the nominations for Vice Chair of the Board of Directors.

Motion: It is moved by Ed Wilkerson, seconded by Jan Leshar and unanimously approved to appoint Chief Daniel Sharp, Oro Valley Police Department, as Vice Chair of the Board to replace Chief Doug Chappell effective January 24, 2015.

XIII. EXECUTIVE COMMITTEE & BOARD OF DIRECTORS PROPOSED MEETING SCHEDULE FOR 2015.

Mr. Voorhees advises that in keeping with the Business Plan, he has developed a proposed meeting schedule for the Executive Committee and Board of Directors Meetings for 2015. The schedule reduces meeting frequency and provides flexibility for end of the year November and December meetings to be dependent more on need. All meetings will be conducted at the PECOC Building, at the Pima Emergency Operations Center, 3434 E. 22nd Street, Tucson, Conference Room 308 and will normally begin at 9:00 am unless otherwise notified.

Motion: It is moved by Chief Wilkerson, seconded by Mr. Wright, and unanimously carried to approve the proposed meeting schedule for 2015.

Materials Provided: Schedule of Executive Committee and Board of Directors Meetings for 2015.

XIV. NEW BUSINESS – ITEMS FOR FUTURE BOARD OF DIRECTORS MEETINGS (2015)

The Members request no items for the next agenda or future meetings other than the items previously discussed in this meeting. Mr. Voorhees anticipates that the agenda for the special meeting will be a two item agenda unless otherwise notified.

XV. CALL TO THE PUBLIC

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

XVII. DATE-TIME-LOCATION OF NEXT BOARD OF DIRECTORS' MEETING(S)

The next regular Board of Directors Meeting is scheduled for Thursday, February 26, 2015 at 9:00 a.m. at the Pima Emergency Operations Center, 3434 E. 22nd Street, Tucson, Conference Room 308.

XVIII. ADJOURNMENT

It was moved by Chief Chappell, seconded by Mr. Wright and Chief Kahle, and unanimously carried to adjourn the meeting.

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
(PCWIN)
EXECUTIVE COMMITTEE & BOARD OF DIRECTORS JOINT SESSION SPECIAL MEETING**

**Pima Emergency Communications Operations Center
3434 E. 22nd Street
Tuesday, December 9, 2014**

SUMMARY OF MEETING

I. ROLL CALL - Executive Committee & Board of Directors

Captain Azuelo calls the Executive Committee to order and roll call is executed.

Executive Members Present:

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

Members Absent:

Pima County IT Department, Anthony Casella

Chief Sharp calls the Board of Directors to order and roll call is executed.

Board of Directors Present:

Oro Valley Police Department, Chief Dan Sharp (Chair)
Corona de Tucson Fire District, Chief Andy Watson
City of Tucson Representative, Kelly Gottschalk
Drexel Heights Fire District, Chief Doug Chappell (Vice Chair)
Golder Ranch Fire District, Pat Abel for Chief Randy Karrer (Telephonic)
Green Valley Fire District, Chief Chuck Wunder
Mountain Vista Fire District, Chief Ed Wilkerson
Northwest Fire District, Paul Wright for Chief Mike Brandt
Pascua Yaqui Tribe, Chief Andre Matus
Pima County Representative, Jan Leshar (Telephonic)
Rincon Valley Fire District, Chief Jayme Kayle
Sahuarita Police Department, Chief Kaleb Allred (Telephonic)
University of Arizona Police Department, Chief Brian Seastone

Members Absent:

Avra Valley Fire District, Chief Delfs
City of South Tucson, Sgt. Edward Cajas
Picture Rocks Fire District, Chief Brett Lane
Pima Community College Department of Public Safety, Commander Manny Amado
Sabino Vista Fire District, Chief Kaleb Allred
Tanque Verde Valley Fire District, Mr. Roger Robinson
Three Points Fire District, Chief John Williams
Tucson Country Club Estates Fire District, Chief Robert Fee

Participating Attendees:

Rick Brown, PCWIN Wireless
Ross Adelman, City of Tucson General Services Department
Anthony Aeilts, City of Tucson Police Department
Keith Brittain, University of Arizona Police Department
Charles Mendonca, Drexel Heights Fire District
Andrew Mark, Rural Metro Fire Department

CONVENE TO EXECUTIVE SESSION

Motion: It is moved by Chief Chappell and seconded by Mr. Wright to go into Executive Session under ARS 38-431.03(A) (2).

EXECUTIVE SESSION

Per A.R.S. §38-431.03(A)(2), the members of the PCWIN Executive Committee and Board of Directors will conduct an executive discussion pertaining to the confidential aspects of the post warranty services contract amendment for the Pima County Wireless Integrated Network.

RECONVENE

Chief Sharp announces the regular meeting is reconvened.

SITTING AS THE EXECUTIVE COMMITTEE & BOARD OF DIRECTORS IN JOINT SESSION

II. POST WARRANTY SERVICES CONTRACT AMENDMENT (EXECUTIVE COMMITTEE)

John Voorhees explains that Amendment six provides for a system upgrade agreement to a biennial life cycle maintenance agreement with Motorola as well as two functions of post warranty maintenance: LMR technical support and NICE audio logging equipment service. This agreement is a net increase in the value of the contract by \$8.77 million. The net increase is due to the terms in the original post warranty service contract that were \$11 million worth of services included in the five year contract. This is \$20 million worth of services over 20 years which explains some of the delta is the cost: the extensive term and overall philosophy change in a la carte services to the SUA II.

Motion: Chief Wilson renews his previous motion made at the Executive Committee on December 4, 2014 to recommend approval of the amendment to the Board of Directors, seconded by Chief Sharp and carried unanimously to move the post warranty service contract amendment to the Board of Directors.

III. POST WARRANTY SERVICES CONTRACT AMENDMENT (BOARD OF DIRECTORS)

Motion: It is moved by Chief Chappell, seconded by Chief Wilkerson and carried unanimously to move the post warranty service contract amendment to the Board of Supervisors for approval.

IV. PROPOSED FY15-16 PCWIN BUDGET (SPECIAL REVENUE FUND)

John Voorhees states that the Executive Committee recommended to Board of Directors (BOD) at the last meeting that either Budget Option One (1) or Two (2) be approved. The BOD agreed on Option Two (2). Since that meeting, Mr. Voorhees has received updated numbers from the Pima County Information

Technology Department (PCITD) related to charges for a lease agreement for Hewlett Packard (HP) computers and services approved by the Pima County Board of Supervisors. These numbers were originally in the budget but the new numbers are a slightly higher. The overall annual fees did not increase however because money has been shifted from one line to another. Specifically, the numbers we are discussing are the three lines in the cash flow statement that are related to computer charges. These lines cover lease terms for the computers that are in PCWIN's possession, both the administrative section and the wireless section. The money has been diverted from the repair and maintenance supply equipment line as the entire amount will not likely be needed.

Motion: It is moved by Chief Chappell, seconded by Mr. Wright and unanimously carried to approve Budget Option Two(2).

V. CALL TO THE PUBLIC

Chief Sharp calls for comments from the public- No one appears

VI. ADJOURNMENT

It is moved by Chief Sharp and seconded by Chief Wilson and unanimously carried to adjourn the Executive Committee meeting.

It is moved by Chief Sharp and seconded by Chief Wilkerson and unanimously carried to adjourn the Board of Directors' meeting

Minutes prepared by Nicole Burdette
PCWIN ADMINISTRATION

**Pima County Wireless Integrated Network (PCWIN)
 Budget to Forecast - Summary Report
 Fund 2101 - OEM's Radio System Special Revenue
 FOR PERIOD ENDING April 30, 2015**

	FY14/15 YTD Actuals	FY14/15 Revised Budget	Forecast	Variance (Budget vs. Forecast)
1 Revenue	\$ 2,666,723	\$ 2,610,372	\$ 2,671,178	\$ 60,806
2 Expenditures				
3 Personnel Services	857,040	1,124,956	1,103,333	21,623
4 Operating Expenditures	519,197	1,312,064	944,649	367,415
5 Capital Equipment	-	-	-	-
6 Total Expenditures	1,376,237	2,437,020	2,047,982	389,038
7 Operating Transfers In				
8 Operating Transfers In	1,248	1,249	1,249	-
9 Total Operating Transfers In	1,248	1,249	1,249	-
10 Operating Transfers Out				
11 Operating Transfers Out	-	-	-	-
12 Total Operating Transfers Out	-	-	-	-
13 Net Fund Impact	\$ 1,291,734	\$ 174,601	\$ 624,445	\$ 449,844

**Pima County Wireless Integrated Network (PCWIN)
Projected Cash Flow for Each Applicable Fiscal Year
Utilizing April 2015 Forecasts**

DRAFT

	<u>Revised Budget FY 14-15</u>	<u>Forecast for FY 14-15 as of April 2015</u>	<u>Recommended Budget for FY 15/16 (as of 5-13-15)</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>
1 Net Operating income (loss)							
2 Revenues							
3 General Government Fees - Public Safety Other Jurisdictions (Note)	1,418,064	1,490,138	1,591,920	1,688,400	1,784,880	1,784,880	1,833,120
4 Interdepartmental Revenue - Pima County (Note)	1,161,012	1,120,185	1,189,188	1,261,260	1,333,332	1,333,332	1,369,368
5 Rent and Royalties	31,296	55,000	63,916	63,916	63,916	63,916	63,916
6 Interest Rev. - Pooled Inv.	-	5,000	2,403	3,222	2,727	2,790	2,727
7 Miscellaneous Revenue	-	855	-	-	-	-	-
8 Total Operating Revenues	2,610,372	2,671,178	2,847,427	3,016,798	3,184,855	3,184,918	3,269,131
9							
10 Expenditures							
11 Salaries and Wages							
12 PCWIN - Salaries	145,480	143,031	150,102	153,104	153,104	156,166	156,166
13 PCWIN - Benefits	42,474	42,068	35,426	36,489	37,583	38,711	39,872
14 Interdepartmental Salaries - Charged Out	-	(11,200)	-	-	-	-	-
15 Interdepartmental Salaries - Charged In	-	44,811	-	-	-	-	-
16 Intra Departmental Salaries and Fringe	-	23,159	-	-	-	-	-
17 PECOC Front Desk personnel	-	-	2,920	2,978	2,978	3,038	3,038
18 BEACON	13,067	3,126	13,068	13,068	13,068	13,068	13,068
19 CONFIDENCE	10,307	2,466	10,307	10,307	10,307	10,307	10,307
20 GEASA	11,989	2,868	11,990	11,990	11,990	11,990	11,990
21 HAYSTACK	18,057	4,320	18,057	18,057	18,057	18,057	18,057
22 RVFD	12,766	3,054	12,767	12,767	12,767	12,767	12,767
23 SWAN	12,504	2,992	12,504	12,504	12,504	12,504	12,504
24 TUMAMOC	11,106	2,657	11,107	11,107	11,107	11,107	11,107
25 ITD - Salaries and Benefits	847,206	835,815	887,303	907,627	914,328	934,915	942,025
26 Parking Subsidy	-	4,165	-	-	-	-	-
27 Total Employee Compensation	1,124,956	1,103,333	1,165,551	1,189,998	1,197,794	1,222,630	1,230,901
28							
29 Other Personnel Costs							
30 City of Tucson Positions							
31 COT Technician	115,107	115,107	115,108	115,108	115,108	115,108	115,108
32 COT Engineer	65,908	65,908	65,908	65,908	65,908	65,908	65,908
33 Out of State Travel/Training	5,500	-	5,500	5,500	5,500	5,500	5,500
34 Instate Travel/Training	1,000	4,030	5,500	5,500	5,500	5,500	5,500
35 Dues and Memberships	800	800	1,200	1,200	1,200	1,200	1,200
36 Administrative Overhead	190,721	190,721	156,581	159,713	162,907	166,165	169,488
37 Total Other Personnel Costs	379,036	376,566	349,797	352,929	356,123	359,381	362,704
38							
39 Operating Expenses							
40 Office Supplies	1,950	3,500	10,000	10,000	10,000	10,000	10,000
41 Food Supplies	-	100	500	500	500	500	500
42 Books/Subscriptions/Videos	2,500	-	1,500	1,500	1,500	1,500	1,500
43 Software - Comm Shop	35,000	32,171	35,000	35,000	35,000	35,000	35,000
44 Other Operating Supplies	25,000	10,000	15,000	15,000	15,000	15,000	15,000
45 Repair & Maintenance Supplies	130,150	117,618	240,615	240,615	240,615	240,615	240,615
46 Small Tools and Office Equipment	20,000	5,000	20,000	20,000	20,000	20,000	20,000
47 Office Machines/Computers	5,000	2,279	1,000	1,000	1,000	1,000	1,000
48 Other Machines/Equipment	1,000	14,691	1,000	1,000	1,000	1,000	1,000
49 Fuel, Oil, Lubricants	1,000	1,000	1,000	1,000	1,000	1,000	1,000
50 Accounting & Auditing Services	-	7,500	6,000	6,000	6,000	6,000	6,000
51 Printing & Microfilming	250	882	1,000	1,000	1,000	1,000	1,000
52 Postage and Freight	5,000	5,000	5,000	5,000	5,000	5,000	5,000
53 Other Professional Services	-	187	-	-	-	-	-
54 Advertising	-	928	1,000	1,000	1,000	1,000	1,000
55 Property Damage & Gen Liabilities Insurance Premiums	14,000	14,000	-	-	-	-	-
56 Motor Pool Charges	50,000	55,000	54,528	54,528	54,528	54,528	54,528
57 Other Miscellaneous Charges	840	840	840	840	840	840	840
58 Information Technology Equipment and Service							
59 Computer Hardware - ISF Charges	-	-	18,606	18,606	18,606	18,606	18,606
60 Server and Storage - ISF Charges	-	-	-	-	-	-	-
61 Software - ISF Charges	-	-	5,460	5,460	5,460	5,460	5,460
62 Interest Expense - Pooled Investments	-	-	-	-	-	-	-
63 R&M Machinery and Equipment							
64 Motorola Software System Update Agreement	134,469	-	617,816	683,046	687,244	691,781	698,699
65 Motorola LMR Technical Support	29,716	-	119,500	120,695	121,902	123,121	128,046
66 Motorola Network System Monitoring	43,115	-	-	-	-	-	-
67 Motorola Network Preventative Maintenance	16,680	-	-	-	-	-	-
68 Motorola Advanced Replacement	25,737	-	-	-	-	-	-
69 Motorola NICE Audio Logging Equipment Service	28,746	-	86,238	86,238	86,238	86,238	120,224
Motorola Maintenance Consulting Fees (T&M for Motorola/ Ceragon)	-	-	28,000	28,000	28,000	28,000	28,000
70 Ceragon Maintenance Support	37,326	-	-	-	-	-	-
71 Ceragon 24 Hr Advanced Replacement & Extended Warranty	36,906	-	-	-	-	-	-
72 Test Equipment Repair & Maintenance	-	11,386	7,500	7,500	7,500	7,500	7,500
73 Netlock Maintenance & Support	865	865	865	865	865	865	865
74 Cisco SmartNet CTM for City of Tucson	5,000	-	2,587	2,587	2,587	2,587	2,587
75 Cisco SmartNet and COT Sonet Boxes	91,780	70,294	23,149	23,149	23,149	23,149	23,149
76 Interdepartmental Supplies & Services - Charged In	-	7,500	-	-	-	-	-
77 Total Operating Expenditures	742,030	360,740	1,303,704	1,370,129	1,375,534	1,381,290	1,427,119
78							
79 Utilities							
80 Telephone/Voice/Data Telecommunications							
81 ITD Network Port Charges	2,220	2,200	15,912	15,912	15,912	15,912	15,912
82 Cisco SmartNet for Pima County	-	13,750	25,468	25,468	25,468	25,468	25,468
83 Long Distance Telephone Services	500	450	500	500	500	500	500
84 Cell Phones w/Data	16,200	16,200	16,200	16,200	16,200	16,200	16,200
85 Electricity	71,200	71,200	71,200	71,200	71,200	71,200	71,200
86 Total Utilities	90,120	103,800	129,280	129,280	129,280	129,280	129,280
87							
88							

**Pima County Wireless Integrated Network (PCWIN)
Projected Cash Flow for Each Applicable Fiscal Year
Utilizing April 2015 Forecasts**

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	<u>Revised Budget FY 14-15</u>	<u>Forecast for FY 14-15 as of April 2015</u>	<u>Recommended Budget for FY 15/16 (as of 5-13-15)</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>
89 Leases & Rentals							
90 ARIVACA - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
91 BEACON - Crown Castle Lease	11,458	11,458	11,802	12,156	12,520	12,896	13,283
92 BIGELOW - SAT Lease	15,277	15,277	15,735	16,207	16,694	17,194	17,710
93 CONFIDENCE - TEP Lease	5,000	5,000	5,000	5,000	5,000	5,000	5,000
94 HAYSTACK - ASLD Land Use Permit	1,800	2,400	1,800	1,800	1,800	1,800	1,800
95 KEYSTONE - AZ DPS	10,000	10,000	10,000	10,000	10,000	10,000	10,000
96 LEMMON - AZ DPS	4,356	4,356	4,356	4,356	4,356	4,356	4,356
97 MILDRED - ASLD Commercial Lease	2,400	2,400	2,400	2,400	2,400	2,400	2,400
98 PECOC - Master Site & PCWIN Offices	5,100	5,100	16,091	16,091	16,091	16,091	16,091
99 RVFD - Rincon Valley Fire District Lease	12,000	12,000	12,000	12,000	12,000	12,000	12,000
100 County 1313 S. Mission Rd - Radio Maintenance Shop	31,087	33,152	30,460	30,460	30,460	30,460	30,460
101 Total Leases & Rentals	100,878	103,543	112,044	112,870	113,721	114,597	115,500
102							
103 Total Expenditures	2,437,020	2,047,982	3,060,376	3,155,206	3,172,452	3,207,179	3,265,504
104							
105 Net Operating Income (loss)	173,352	623,196	(212,949)	(138,408)	12,403	(22,261)	3,627
106							
107 Cash Flow from Operations after Transfers							
108 Net income (loss)	173,352	623,196	(212,949)	(138,408)	12,403	(22,261)	3,627
109 Transfers In-General Fund	1,249	1,249	-	-	-	-	-
110 Transfers In-Other Special Revenue	-	-	-	-	-	-	-
111 Transfers In-Capital Asset	-	-	-	-	-	-	-
112 Cash Flow from Operations, after Transfers	174,601	624,445	(212,949)	(138,408)	12,403	(22,261)	3,627
113							
114 Fund Balance Calculation							
115 Beginning Fund Balance	508,371	508,371	1,132,816	919,867	781,459	793,862	771,601
116 Ending Fund Balance	682,972	1,132,816	919,867	781,459	793,862	771,601	775,228
117							
118 Sources and Uses of Funds							
119 Sources							
120 Cash Flow after Other Transfers plus Depreciation and loss on disposal of asset	174,601	624,445	(212,949)	(138,408)	12,403	(22,261)	3,627
121 Accounts Receivable (Beginning)	8,541	8,541	8,800	10,227	10,227	10,227	10,227
122 Accounts Receivable (Ending)	(5,007)	(8,800)	(10,227)	(10,227)	(10,227)	(10,227)	(10,227)
123 Interest Receivable (Beginning)	571	571	296	269	227	233	227
124 Interest Receivable (Ending)	(191)	(296)	(269)	(227)	(233)	(227)	(233)
125 Due From Other Funds (Beginning)	-	-	-	-	-	-	-
126 Due From Other Funds (Ending)	-	-	-	-	-	-	-
127 Due From Other Governments (Beginning)	-	-	-	-	-	-	-
128 Due From Other Governments (Ending)	-	-	-	-	-	-	-
129 Inventory (Beginning)	181,598	181,598	181,598	181,598	181,598	181,598	181,598
130 Inventory (Ending)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)	(181,598)
131 Prepaid Expenses (Beginning)	4,539	4,539	-	-	-	-	-
132 Prepaid Expenses (Ending)	-	-	-	-	-	-	-
133 Total Sources	183,053	629,000	(214,348)	(138,367)	12,398	(22,256)	3,622
134							
135 Uses							
136 Accounts Payable (Beginning)	80,860	80,860	61,414	144,274	149,856	150,375	150,926
137 Accounts Payable (Ending)	(91,909)	(61,414)	(144,274)	(149,856)	(150,375)	(150,926)	(154,805)
138 Interest Payable (Beginning)	-	-	-	-	-	-	-
139 Interest Payable (Ending)	-	-	-	-	-	-	-
140 Accrued Compensation Payable (Beginning)	18,147	18,147	58,484	70,321	30,446	30,595	31,073
141 Accrued Compensation Payable (Ending)	(59,482)	(58,484)	(70,321)	(30,446)	(30,595)	(31,073)	(40,701)
142 Due to Other Funds (Beginning)	-	-	-	-	-	-	-
143 Due to Other Funds (Ending)	-	-	-	-	-	-	-
144 Due to Other Governments (Beginning)	-	-	-	-	-	-	-
145 Due to Other Governments (Ending)	-	-	-	-	-	-	-
146 Unreserved Overpayment (Beginning)	64,107	64,107	123,681	132,129	140,137	148,145	148,145
147 Unreserved Overpayment (Ending)	(117,699)	(123,681)	(132,129)	(140,137)	(148,145)	(148,145)	(152,149)
148 Total Uses	(105,977)	(80,466)	(103,145)	26,286	(8,677)	(1,028)	(17,510)
149							
150 Net Sources over Uses	289,030	709,465	(111,202)	(164,653)	21,075	(21,227)	21,132
151							
152 Net Sources over Uses	289,030	709,465	(111,202)	(164,653)	21,075	(21,227)	21,132
153 Beginning Cash Balance	476,236	476,236	1,185,701	1,074,499	909,846	930,921	909,694
154 Projected Ending Cash Balance*	765,266	1,185,701	1,074,499	909,846	930,921	909,694	930,825
155 Reserve on Expenditures (12.5%)**	-	-	382,547	394,401	396,556	400,897	408,188
156 Projected Ending Cash Balance after Reserve Requirement is met	765,266	1,185,701	691,952	515,445	534,365	508,796	522,637

* 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	\$ 33.00	\$ 35.00	\$ 37.00	\$ 37.00	\$ 38.00

Title: **Gateway Policy**

Index: 102-A

Effective Date: January 22, 2015

Revision/Date:

Author: Geoffrey Kuhn, Tucson Fire - Communications

Owner: Operations Working Group (OWG)

1. Purpose

- a. The purpose of this document is to provide structure and guidance for the request for and use of Conventional Channel Gateway (CCGW) for connection to the PCWIN trunked radio system.

2. Background

- a. "Gateway" systems interconnect channels of disparate systems (whether on different frequency bands, radio operating models or networks) using audio gateway devices (CCGW) thus permitting users to connect their radios and channels with the channels of others outside of their agency.
- b. CCGWs were purchased as part of the PCWIN system and are housed in various locations throughout the network.
- c. The use of CCGWs without the proper knowledge of the networks interconnected by these devices can be harmful to the normal operations of those networks.
- d. Users of CCGWs are limited to the range of their home system, and will not have access to the PCWIN coverage footprint.
- e. Once an agency is connected to PCWIN via a CCGW its connected talkgroups are available to the entire PCWIN network unless the agency makes specific provisions to control access.

3. Policy Statement

- a. Circumstances may necessitate the need to interconnect disparate radio systems to facilitate public safety operation. A CCGW may be used after a technical review determines that the use of a CCGW is appropriate.
- b. CCGW use may be temporary or permanent per the direction of and approval of the PCWIN Board of Directors.
- c. Non-PCWIN members must authorize the talkgroup or conventional channel they own for the purpose of interconnection via a PCWIN CCGW.
- d. For frequencies licensed outside of the PCWIN system, request to interconnect with PCWIN via CCGW shall be accomplished through the PCWIN Executive Director or the Network Managing Member in the event of an emergency.

- e. In the event that any CCGW request requires the purchase of hardware to accomplish, the requesting agency shall be responsible for those costs upon approval.
- f. The Network Managing Member is responsible for programming and testing CCGW resources.

4. Applies to

- a. All users of the PCWIN 800 MHZ trunked radio system and agencies requesting the use of CCGW

5. Supporting Rules

- a. PCWIN Business Plan Governance Document

6. Conditions for Exemption or Waiver

- a. None

DRAFT

Title: Radio Amplification Systems Policy

Index: 104-D

Effective Date: January 22, 2015

Revision/Date:

Author: John Voorhees, PCWIN Executive Director

Owner: Technical Working Group (TWG)

1. Purpose

This policy is to establish expectations for the management of signal boosters on the PCWIN 800 MHz radio system.

2. Background

- a. Signal Boosters are used to enhance in building and outdoor radio signal coverage
- b. The FCC requires signal boosters to be used on a non-interference basis.

3. Policy Statement

- a. It is PCWIN policy to review and approve the design and implementation of any and all signal boosters, also referred to as bi-directional amplifiers (BDA), used to retransmit Pima County or City of Tucson licensed frequencies that are part of the PCWIN system.
- b. As an FCC licensee, PCWIN is subject to Federal regulations. Specifically, and for purposes of this policy, PCWIN and its members are responsible to comply with regulation 47CFR90.219 "Use of Signal Boosters."
- c. According to FCC regulation 47CFR90.219, anyone operating a signal booster to retransmit PCWIN licensed frequencies must have the consent of the PCWIN Network Managing Member.
- d. Part 90 Class B signal boosters (non-channelized BDAs) must be registered through the FCC Signal Booster Registration & Discovery website: www.fcc.gov/signal-boosters/registration.
- e. If a signal booster is suspected of causing harmful interference, the operator must turn off or adjust the settings of the device at the request of the PCWIN Network Managing Member, the FCC, or any impacted licensee to eliminate the harmful interference. Any signal booster operator who does not comply with such as request, may be subjected to FCC fines as determined by FCC investigation

4. Applies to

- a. All PCWIN users

5. Supporting Rules

- a. 204-L Managing Radio Amplification Systems

6. Conditions for Exemption or Waiver

- a. None

DRAFT

April 23, 2015

CMSgt Leslie Tyree
1400 East Super Sabre Drive
Tucson, AZ 85706

CMSgt Tyree,

The purpose of this letter is to advise you that the PCWIN Board of Directors has authorized the 162nd Fighter Wing (ANG) the use of up to 18 portable and 0 mobile radios on the PCWIN 800 MHZ network as an Interoperability Participant. [This is an increase of 6 portable radios since your original application.](#)

The following guidelines are provided regarding the authorization and limitations associated with your agency's participation on the network:

1. The approved radio end users must comply with all policies and procedures of the PCWIN Cooperative. A complete list of policies and procedures can be found at the following website: www.pima.gov/pcwin under the "documents, forms, and procedures" link.
2. The authorized talkgroups that will be programmed into your radios will not contain encryption and are considered non-secure. Transmissions on these talkgroups will be accessible to the general public.
3. The emergency alert feature of your radios has not been activated for use on the PCWIN radio system. This feature can be activated with your prior coordination with a sponsoring agency.
4. There will be no PCWIN dispatch support provided to your users. The PCWIN staff does not coordinate dispatch operations.
5. Radios which have been lost, stolen, or otherwise compromised pose a significant threat to PCWIN member operations. These radios must be immediately reported to the PCWIN network staff in accordance with PCWIN procedure 202-B (Lost/Compromised Radio procedure). PCWIN reserves the right to inhibit any radio suspected of interfering with public safety operations. The procedure can be found at www.pima.gov/pcwin, under the document, forms and procedures link.
6. As an Interoperability Participant it is expected that PCWIN is not your primary means of radio communication and that your impact to the network will be minimal. Should the Network Managing Member detect network usage not consistent with occasional use as an Interoperability Participant or should the network experience degradation in Grade of Service as a result of your PCWIN participation, the PCWIN Board of Directors reserves the right to re-assess your participation status and require a financial investment to support the operations and maintenance of the PCWIN network. Your agency will be notified

prior to any fees being assessed so that you may evaluate your continued participation in the PCWIN network.

7. Your agency will be responsible for any programming and processing fees as a result of the services rendered by the PCWIN maintenance providers. This will be accomplished via contract with Pima County or the City of Tucson. For a list of possible service fees, please refer to procedures 203-D/E Maintenance Plans for the City of Tucson and Pima County found at the PCWIN website: www.pima.gov/pcwin, under the documents, forms, and procedures link.
8. PCWIN is an 800 MHz TDMA system. Your radios must be compatible with this infrastructure and **MUST operate in TDMA mode.**
9. Your agency is responsible for compliance with FCC rules and regulations which apply to your radio fleet (i.e. Project 25, Phase II, TDMA requirements). PCWIN may perform maintenance services for your agency with an approved contract. As technical or operational changes are made by PCWIN it is your responsibility to reprogram your radios with updated Talkgroups or programming files along with any associated costs.
10. PCWIN has a requirement for an annual Preventive Maintenance inspection. Your agency is responsible for providing documentation proving that this inspection was accomplished in accordance with the criteria detailed in procedure 203-C Annual Preventive Maintenance found at the PCWIN website www.pima.gov/pcwin under the documents, forms, and procedures link.
11. The PCWIN network is monitored 24/7 by the Pima County network operations center. Requests for maintenance or programming services can be made via email at pcwin@pima.gov or phone (520) 724-7200. PCWIN maintenance response will be in accordance with mission priorities and available resources.

We welcome your agency to the PCWIN network. If you have any questions, please contact the PCWIN administrative staff at (520) 724-9321.

Sincerely,



Executive Director
Pima County Wireless Integrated Network

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

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



**CITY OF
TUCSON**

FIRE
DEPARTMENT

JIM CRITCHLEY
FIRE CHIEF

Date: March 5, 2013

Director Voorhees,

Please allow this letter to serve as notification that the Tucson Fire Department is willing to provide basic oversight of the UAEMS group in regards to their participation with the PCWIN radio system. This oversight is intended to be a stop gap measure as more permanent and formal dispatch services agreement is established. It is understood that this relationship will include the right and ability to manage their radios via the provisional manager, including re-grouping any lost/stolen radios. This also will include working cooperatively with the group on fleetmap, code plug design and an end user training program.

If you have any questions or concerns please feel free to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "Mike Garcia".

Mike Garcia
mike.garcia@tucsonaz.gov
520-388-1028



TALK GROUP SHARING/REMOVAL FORM

Wherein a Talk Group from my department is listed below I, as a representative of my department, hereby authorize/deauthorize (as detailed) access to said Talk Group(s) by the listed agency.

Agency Granting/Removing Access

Agency Gaining/Losing Access

Print Name / Signature / Date

Print Name / Signature / Date

Agency Name

Agency Name

520-388-1028 mike.garcia@tucsonaz.gov

Contact Number / Email Address

620-317-7017 joey.menke@uaems.com

Contact Number / Email Address

Is your agency Granting or Removing Access? (check one)

GRANTING **REMOVING**

Fleet Map ID	Talk Group #	Group Name (14 Character)	Reason for Granting Access/Removal	Indefinite/Set Time Frame
tfd_FF-All 011414	A 2	Dispatch tfd	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	A 4	Fire 1 tfd	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	A 5	Fire 2 tfd	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	A 8	EMS 1 tfd	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	A 9	EMS 2 tfd	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 1	MEDS Calling	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 3	Hosp 1 NW	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 4	Hosp 2 OV	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 5	Hosp 3 St Joe	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 6	Hosp 4 St Mary	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 7	Hosp 5 TMC	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 8	Hosp 6 UMCmain	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 9	Hosp7 UMCsouth	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	D 10	Hosp 8 VA	Interoperability between TFD and UAEMS	Indefinite
tfd_FF-All 011414	A 3	Operations tfd	Interoperability between TFD and UAEMS	Indefinite

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

Date: October 30, 2014

From: John Voorhees
PCWIN Executive Director

To: Rick Brown, ITD Wireless Services Manager

Re: Tohono Oodham Nation Subscriber Inventory

It is my understanding that the Tohono Oodham Nation has over 200 subscriber units reserved for their organization in our supply inventory. These radios were purchased with the intent of distributing to the Nation when they joined the PCWIN Cooperative and Network. To date the Nation has not joined PCWIN and other PCWIN members are requesting the use of those radios to expand their participation in the PCWIN Network.

On August 25, 2014 I sent an email to the Assistant Chief of the Tohono Oodham Nation Police Department indicating to him that this inventory may be reduced to meet the needs of other participants on the network. I assured him that PCWIN would hold enough radios to meet the need of the Nation's San Xavier district if that need could be justified. Since then the Tohono Oodham Nation has submitted an application for membership in the PCWIN Cooperative and Network. They request the use of 36 portable and 27 mobile radios, and 2 consoles. I am awaiting confirmation from the Tohono Oodham nation regarding the intended user, but I believe these radios are for the San Xavier district.

Please reserve at minimum the aforementioned radios for the Nation's use, pending acceptance of their application for membership. I will review and approve each distribution of the remaining subscriber units originally apportioned to the Tohono Oodham Nation.

Respectfully,

