

**NOTICE/AGENDA OF PUBLIC MEETING
PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE MEETING
August 28, 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, August 28, 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 minutes from the July 24, 2014 Executive Committee Meeting.
- III. Executive Director's Report** John Voorhees
Info & Direction to Staff
- A. PCWIN Budget**
The Committee will receive an update on the Special Revenue Fund Budget.
- 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.
- IV. PCWIN STATUS UPDATE** Rick Brown/John Voorhees
Info & Direction to Staff
- A. Rebanding
B. Coverage Remediation Process
C. Motorola Service Bulletin – Remote Speaker Microphones
D. Dispatch Console Upgrade and VPM Remediation.
E. TOPSC Power Outage Impact
- V. MEMBER & PARTICIPANT ACQUISITION** John Voorhees
Info & Possible Action
- The Executive Director will brief the Committee and seek approval for new member applications for participation in PCWIN.

VI. PCWIN AGENCY HANDBOOK UPDATE

John Voorhees
Info & Possible Action

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

VII. AVIATION REQUIREMENTS OF CITY OF TUCSON and PIMA COUNTY

Sgt. Garry Arnold/Captain David Azuelo
Info & Possible Action

Sgt. Garry Arnold will present a report on the City of Tucson's avionic needs and progress to date.

VIII. PHASE II BOND IMPLEMENTATION

John Voorhees
Info & Direction to Staff

The Committee will receive an update on components of transition of responsibilities from EMC to BOD including potential additional involvement of the Tohono O'odham Nation in PCWIN.

IX. NEW BUSINESS

Committee
Info & Direction to Staff

The Committee will discuss and consider agenda items for the September 25, 2014 and other future meetings.

X. DRAFT BOARD OF DIRECTORS MEETING AGENDAS

Committee
Info & Direction to Staff

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

XI. 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.

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

Committee
Discussion

The next Executive Committee Meeting is scheduled for Thursday, September 25, 2014 at a time to be determined, at the Pima Emergency Operations Center, 3434 E. 22nd Street, Tucson, Conference Room 308.

XIII. 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:**

August 28, 2014

**TYPE OF ACTION
REQUESTED:**

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

SUBJECT:

**PCWIN EXECUTIVE
DIRECTOR'S REPORT**

TO: Executive Committee

FROM: Mr. John Voorhees, PCWIN Executive Director

RECOMMENDATION:

DISCUSSION:

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

A. PCWIN Budget

The Committee will receive an update on the Special Revenue Fund Budget for first quarter 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 offer a follow-up with a report on the number of emergency activations per site/agency.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

IV

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

August 28, 2014

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

**PCWIN STATUS
REPORT**

TO: Executive Committee

FROM: Rick Brown, PCWIN Wireless Services/John Voorhees, Executive Director

RECOMMENDATION:

DISCUSSION:

The Wireless Services Manager will provide an update to the Board on the following:

- A. Rebanding
- B. Coverage Remediation Process
- C. Motorola Service Bulletin – Remote speaker Microphones
- D. Dispatch Console Upgrade and VPM Remediation
- E. TOPSC Power Outage Impact

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

V

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

August 28, 2014

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

**PCWIN 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 member applications for participation in PCWIN.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VI

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

August 28, 2014

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

**AGENCY HANDBOOK
UPDATE**

TO: Executive Committee

FROM: Mr. John Voorhees, PCWIN Executive Director

RECOMMENDATION:

DISCUSSION:

The Committee will review and may be asked to approve revised and newly developed PCWIN Policies. Once approved, these documents will be forwarded to the Board of Directors for their approval.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VII

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

August 28, 2014

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

**AVIATION
REQUIREMENTS FOR
THE CITY OF TUCSON
AND PIMA COUNTY**

TO: Executive Committee

FROM: Sgt. Garry Arnold and Captain David Azuelo, City of Tucson Police Department

RECOMMENDATION:

DISCUSSION:

Sgt. Garry Arnold will present a progress report on the City of Tucson's avionic needs and progress to date.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

VIII

**DATE ACTION
REQUESTED:**

August 28, 2014

**TYPE OF ACTION
REQUESTED:**

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

SUBJECT:

**PHASE II BOND
IMPLEMENTATION**

TO: PCWIN Executive Committee
FROM: John Voorhees, Executive Director

RECOMMENDATION:

DISCUSSION:

The Committee will receive an update on components of transition of responsibilities from EMC to BOD including potential additional involvement of the Tohono O'odham Nation in PCWIN.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

IX

**DATE ACTION
REQUESTED:**

August 28, 2014

**TYPE OF ACTION
REQUESTED:**

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

SUBJECT:

NEW BUSINESS

TO: PCWIN Executive Committee

FROM: Committee Members

RECOMMENDATION:

DISCUSSION:

The Committee will discuss and consider agenda items for the September 25, 2014 and/or any future EC Meetings.

FISCAL IMPACT:

**PIMA COUNTY WIRELESS INTEGRATED NETWORK
EXECUTIVE COMMITTEE**

REQUEST FOR COMMITTEE ACTION

X

**DATE ACTION
REQUESTED:**

**TYPE OF ACTION
REQUESTED:**

SUBJECT:

August 28, 2014

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

**FUTURE BOARD OF
DIRECTORS'
MEETING AGENDAS**

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

XII

**DATE ACTION
REQUESTED:**

August 28, 2014

**TYPE OF ACTION
REQUESTED:**

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

SUBJECT:

**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, September 25, 2014 at a time to be determined.

FISCAL IMPACT:

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

Pima Emergency Communications Operations Center
3434 E. 22nd Street
Thursday, July 24, 2014

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the July 24, 2014 Executive Committee meeting. Meeting materials provided are available upon request.

I. Call to Order: Chief Paul Wilson, 9:00 am

Roll Call: Joni Castro, PCWIN Office

Members Present

Captain David Azuelo, Tucson Police Dept. (Chair) - Participated Telephonically
Chief Paul Wilson, P.C. Sheriff's Dept. (Vice-Chair) – Conducted the Meeting
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
Steve Campbell, Drexel Heights Fire District
Mike Hein, Director, PC Office of Emergency Management & Homeland Security

II. Approval of Minute Summary

Motion: It was moved by Chief Sharp, seconded by Chief Wunder and passed unanimously to approve the Executive Committee Meeting Summary for June 26, 2014 as amended.

Materials Provided to Members: EC Summary dated June 26, 2014

III. Executive Director's Report

A. PCWIN Budget – Special Revenue Fund

- There are no new financial documents for the FY 13-14 period 12 ending June 30, 2014. Forecast for the Special Revenue Budget as Pima County Finance is still working towards close out of FY13-14 but all accruals are not in the system.
- Mr. Voorhees anticipants that the EC will see the final close out of FY-13-14 and the final annual report in the next few months..
- The Cash flow documents for FY14-15 have been included and all of the documents should be available in sometime in August, 2014.
- Chief Wilson inquires about any unexpected expenses in the FY13-14 budget to be concerned about and Mr. Voorhees responds that the SRF remains well ahead on the expenditures in this Fiscal Year's budget.
- Chief Wilson inquires about the status of revenue. Mr. Voorhees reports that as of July 1, 2014, there is still \$281,000 outstanding to be collected; however, every participant has paid at least a portion of

their membership fees and is good standing according to the IGA. Mr. Voorhees report on this in August.

Materials Provided to Members: Special Revenue Fund Budget Documents

B. OWG & TWG Reports – Campbell/Brown

OWG Update - Campbell

- The Fleet Map Committee has been resurrected with a larger participant base that has had an opportunity to use the radio system and consequently will be able to contribute more input.
- Except for a few that remain in draft form, most of the policies requiring OWG review have been completed.
- The group will also be tasked with the upcoming rebanding with respect to the assessment of what will and will not be needed.
- OWG recently conducted a communication exercise to help test system capacity before system acceptance, which consisted of all agencies in PCWIN participating in a roll call. Results from that exercise are being analyzed and will be reported at a later date.
- Captain Azuelo thanks Mr. Campbell and the OWG for their hard work.

TWG Update – Rick Brown

- TWG members have and continue to be involved in training until the end of August.
- The maintenance staff has been involved in assisting the City with the SONET upgrade.
- Members have been reviewing applications for membership in PCWIN.
- Members are aware of the need to continue with the development and review of pending policies and hope to make some progress on this week.

B. PCWIN Network Health Report – John Voorhees

Mr. Voorhees provides an overview of the May Monthly Report and covers the following topics:

- Call traffic volume is back up to 3M PTTs from 700K last month.
- Network busies were minimal (742). Most occurred at Haystack and Keystone due to site affiliation issues. Staff continues to work on the process.
- Channel usage remains at about 30% demonstrating that there are no capacity issues at this time and nothing of concern is evident at this time.
- The monthly report indicates that 270 busies were noted for Keystone. Analysis of the situation identified that 90% of the “busies” occurred as a result of site affiliation issues and were resolved prior to the June 10, 2014 communications test and only 84 of the total resulted during the exercise.
- The draw down on the Network Health Report reflects that more dialing in with future requests by customers and higher fidelity data can be produced by County and City of Tucson Wireless staff to produce this data.
- Chief Wilson asks about the significant number of emergency activations 700 month - do we need to do more training or notice wise to end users to reduce the inadvertent activations.
- Mr. Voorhees believes that it is nothing systemic but agrees that it would be beneficial for agencies to send out some guidance to be cautious in activating the button but suspects that it is purely accidental.
- Chief Wunder asks if the information can be dialed down to specific agency. Mr. Brown responds that it can and he will generate the report. Mr. Voorhees asks that the reports be sent out individually so the members can decide what kind of guidance they wish to send to their users.
- Mr. Voorhees will report back on this report at the next meeting.

Backhaul Network Report - System Capacity/SONET Upgrade - General Discussion:

- Mr. Voorhees reports that network up time was 98.4%. Lack of 100% rating was due to City of Tucson's SONET upgrade which resulted no major outages or issues and included chassis

- upgrades at Randolph, TOPSC and PSTA. A few momentary outages occurred during unplugging and reconnecting the equipment.
- Chief Wilson compliments the process that the City used on the upgrade. He also notes the great effort, lots of teamwork with maintenance team on undertaking a project that could have dramatically affected the backhaul network basically but rather resulted in no down time or impact to the users. He asks that this be passed on to Mr. Adelman. Captain Azuelo agrees and comments positively on the relationship and joint efforts between the City and County staff who worked effectively and exceptionally well together.
 - Mr. Voorhees notes that the SONET Upgrade further tightened up the relationship between the City and County in terms of notification, permissions to view each other sites, etc. Although there were a few challenges created by subtle nuances in the upgrade, remediation was swift and efficient. He also reports that during the upgrade, there were some instances where Childs experienced busies due to planned maintenance being done by AZDPS. Good performance was reported in all other areas.

Materials Provided: PCWIN June 2014 System Health Report

C. Bond Expenditure Requests – Process & Template

Mr. Voorhees explains the template which will be used to document bond expenditure requests and will come back in August providing the funds are appropriately positioned for their consideration:

Local Emergency Planning Committee (LEPC)

The LEPC advises that local hazmat teams need protection for hands free devices for the protection of their portable radios when they are on scene. The letter in the read ahead material details the background and concerns on this issue. When hazmat units approach their scene, are donning their gear while they hold their radios which are susceptible to contamination. They are requesting a SAV-OX hands free communication system, a device that plugs in the side of the portable, strap underneath their gear and basically touch their chest to communicate. Each unit costs approximately \$585.00 per unit for an approximate total cost of \$21,000 for all hazmat teams. Various logistical and hazard issues - 585 per unit - \$21,000 for all hazmat teams indicated on the slide and in the material. There are 5 hazmat teams with 6 units and one for training. NWFD is the latest to join the group as they will be transitioning their hazmat team to PCWIN. Mr. Voorhees comments that the Board will see an action request on this item at their next meeting.

Discussion:

- Chief Wilson requests that the proposed equipment has been vetted by the OWG and that Wireless tests the equipment before final approval.
- Chief Wilson notes that Captain Sacco has been talking with Ms. Hemmen about blue tooth use, but she did not think that the current software would support it.
- Chief Wilson comments that the previous logic of the EMC on the purchase of accessories is that purchasing of same would be the responsibility of the agencies rather than opening the catalog for purchasing for all users. The BOD will determine how they wish to proceed.
- Chief Sharp notes that the comments in the template reflect that this item for use by the rescue units, but actually has a regional benefit, so this might be something justifies the expense.
- Captain Azuelo asks if each member will have a unit and Mr. Voorhees responds that the units will be assigned to the teams.

Aviation Radios

- City of Tucson aviation radios. Mr. Voorhees states that this request has not been finalized but was included as an example of use of the template.

PCWIN Conference Room

- Mr. Voorhees comments that the PCWIN conference room was originally a library which was repurposed for a conference room. The room, like the other two conference rooms is used

frequently and needs audio/video capabilities. The conference rooms all benefit. Estimated cost is \$2,800.

Discussion

- Mr. Voorhees comments that at the end of all of these requests, he will provide a “roll up” of estimated costs for the Board that will show the impact to the remaining bond funds. At the current time, the EMC still controls the bond funds so it is somewhat academic until those funds are transferred to the Board. However, if and when the funds are transferred, we will be ready with this information.
- Chief Wilson notes that Messrs. Casella and Wilson met with him to discuss the second phase of the project charter over the last several weeks. They need to meet with Pima County's Capital Improvement Program staff.

Security Cameras

- Mr. Casella inquires about the cameras, and Mr. Voorhees responds that the purchase of security cameras at the sites is also being considered as a potential purchase request to help insure accurate accountability for equipment and security.
- Chief Chappell states that care needs to be taken to insure that there are adequate funds to pay for other important Phase II tasks and asks if they need to shadow other potential bond expenditures. Mr. Voorhees responds affirmatively and states that they are looking for fidelity on those costs as well which include \$2.6M for the TO Nation build-out, \$680K in coverage remediation, and undetermined costs for periodic large hardware and software system upgrades with Motorola.
- Mr. Howell inquires about the time frame for expiration of the bond funds. Chief Wilson responds that it is a 20 year schedule and Mr. Hein notes that they are not sold yet but the political sunset is more pressing at the moment for decisions that need to be made.

IV. PCWIN AGENCY HANDBOOK UPDATE

PCWIN Agency Handbook Policy: Voice Recording – 104E

Mr. Voorhees presents an overview of the contents of the Voice Recording Policy 104-E for consideration. He notes that the OWG has approved the policy as submitted along with an extract from the IGA with overarching guidance for implementation. He requests approval by the Committee to forward this policy to the Board of Directors for their approval.

Motion: It is moved by Chief Chappell, seconded simultaneously by Chief Sharp and Captain Azuelo, and unanimously carried that the Policy be forwarded to the Board of Directors for approval.

Materials Provided: Voice Recording Policy 104E and Extract from the IGA

V. PCWIN STATUS UPDATE – Rick Brown

Mr. Brown provides an update on the following topics:

Overview

- The network has been running very well - even with the SONET Upgrade
- An upgrade is anticipated for Ajo next Monday.
- The City and Motorola support has been great.

90 Day End User Survey Report

- 10 AGENCIES submitted approx. 150 reports evaluations
- Mostly related to foot pedals and consoles - Most of which has been resolved.
- Foot pedals are being installed and will continue thru August.
- Post cutover status for the radio system reflects that the system is operating successfully.

Rebanding

- Documents sent to Sprint/Nextel on July 15, 2014.
- Anticipating review and response by October November.
- They have officially opened negotiations with us, have come back with some questions i.e. number of subscribers, labor rates, etc. AECOM, the City and the County, will be responding.
- The process is moving along.

Motorola Service Bulletin – Remote Speaker Microphones

- Over 400 speaker mikes have been tested and 6 had symptoms which so far falls in line with the affected estimate of 2-5% from Motorola.
- Testing was suspended this week and will resume August 4.
Chief Wilson asks if a plan has been published for testing the phones and Mr. Brown responds that a plan has not yet been published, but that they have started with the smaller agencies, followed by the County and the City in October.

Coverage Remediation - Discussion

Chief Wilson inquires about the status of identifying agency coverage areas with issues and that OWG has received some user information from the agencies. Mr. Voorhees responds there has been no significant progress due to the significant training load of the technical staff eliminates the availability of staff to conduct the testing. When the training subsides, that process will be resumed. Chief Wilson requests that this item be added as a bullet point for discussion under this section at the next meeting and Mr. Voorhees confirms it will appear.

VI. MEMBER & PARTICIPANT ACQUISITION

Mr. Voorhees reports that there are no new applications for review; however the following agency applications are in the queue: Interoperability:

Cochise County Sheriff – Interoperability Participant

- Cochise County is requesting interoperable channels to interact with PCWIN for communicating with the City and County during events.
- They have 12 Motorola APX 7000 portables and they have been asked to submit their equipment to PCWIN ITD Wireless to insure TDMA compatibility. This remains to be done.
- Appropriate fees will be assessed and charged for programming.

Motion: It was moved by Chief Sharp, seconded by Captain Azuelo and unanimously approved to accept the application subject to the provisions identified in this summary and all applicable fees.

Raytheon Fire Department – Interoperability Participant

- Raytheon Fire Department lies within the City of Tucson's fire protection area, and they are requesting interoperability with Tucson Fire Department.
- The City of Tucson Fire Department has already loaned them 12 of their radios.
- Ownership will remain under TFD in COMMSHOP, and documentation of this arrangement is requested.
- Chief Wilson suggests that perhaps the designation of Associate Participant would be more appropriate and Captain Azuelo agrees.
- Appropriate fees will be assessed and charged.

Motion: It is moved by Mr. Howell, seconded by Chief Sharp and unanimously approved to approve Raytheon Fire Department as an Associate Participant, subject to all applicable fees.

VI. AVIATION REQUIREMENTS OF CITY OF TUCSON and PIMA COUNTY

Captain Azuelo reports that the City of Tucson expecting input from meetings with other agencies. Chief Wilson asks Captain Azuelo if Sgt. Arnold could submit a written report for where we are at, research of

liability for use of the portable radios and the FAA approval process at the August Executive Committee meeting. Captain Azuelo agrees.

VII. PHASE II BOND IMPLEMENTATION

Time is of the essence regarding the use of the bond funds in Phase II of the project. He will prioritize the expenditures and priorities that should be focused on by the Board - mainly the coverage remediation, and some of the other smaller items for the August meeting. The Board will ultimately have to take a hard look at how much of the bond funds will actually be transferred which will result in some tough decisions in the near future. There has been no response from Tohono Nation.

Chief Wilson reports that his work is in progress to prepare documents to stand up a second Phase II project and the transfer of approximately \$4.9M of bond funds and responsibilities to the Board of Directors. He also clarifies that future action regarding use of the bond funds will be the responsibility of the Board rather than the EMC so that Phase I can be closed out.

VIII. BOARD OF DIRECTORS DRAFT MEETING AGENDA

- Captain Azuelo requests that an action item be placed on the agenda for the appointment of Kelly Gottschalk, Assistant City Manager, to replace Chief Critchley as the City of Tucson's representative.
- Chief Wilson and Mr. Voorhees note that this appointment does not require Board action, but only that a letter from the appointing agency confirming this appointment be sent to Mr. Voorhees.
- Chief Wilson asks Captain Azuelo if anything has been decided regarding his continuing on the Executive Committee. Captain Azuelo advises that the City Manager's Office has requested that he remain on the Committee.

Motion: It is moved by Chief Chappell, seconded by Chief Wunder and unanimously approved to proceed with the draft agenda.

IX. NEW BUSINESS – EXECUTIVE COMMITTEE

Mr. Casella provides a status report on progress of working with interested 3rd party co-locaters on the PCWIN towers for more revenue:

- They have met with Chief Karrer at Golder Ranch Fire District. Chief Wilson suggests that the agreement with Golder be checked as they are responsible for 3rd party leases and the distribution of associated revenue 50/50. Mr. Casella advises they have already checked that agreement, and that PCWIN staff has drafted the agreement and forwarded it to Golder for review since they have not had significant experience in producing these types of documents.
- Mr. Casella advises that they have had a second meeting with the City of Tucson Real Estate Department to discuss the activity on the City Towers.
- Chief Wilson requests that a report and discussion of status of HVAC needs for Golder Ranch be placed on the next agenda. Members advised that there were no other items for the July 24, 2014 or other future Executive Committee Meetings other than those previously mentioned in this meeting.

X. CALL TO THE PUBLIC

The Chairman calls upon the public audience. Chief Sharp advises that Lt. Nancy Anderson, Oro Valley Police Department has been promoted to Communications Manager and will be assuming more responsibilities in the management arena.

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

Chief Wilson discusses pending award activities for the EMC meeting and is uncertain whether an EMC will actually be scheduled for August 28, 2014. The Members agree to approve the scheduling of the next

Executive Committee Meeting on August 28, 2014 at a time to be determined at a later date, at the Pima Emergency Communications Operations Center, 3434 E. 22nd Street, Tucson, Conference Room 308.

XII. ADJOURNMENT

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

Minutes prepared by Joni Castro
PCWIN ADMINISTRATION

DRAFT

DEPARTMENT INFORMATION PACKET

Office Of Emergency Management

FUND 2101

BUREAU B242

Period 1 Ending July 31, 2014

Office Of Emergency Management

FUND 2101

BUREAU B242

1	MONTHLY FINANCIAL SUMMARY REPORT	EXHIBIT 1
2	MONTHLY BUDGET TO ACTUAL SUMMARY	EXHIBIT 2
3	MONTHLY BUREAU REVENUE FORECAST	EXHIBIT 3
4	MONTHLY BUREAU EXPENDITURE FORECAST	EXHIBIT 4

Office of Emergency Management
Financial Summary Report
Bureau - B242 OEM Radio System SRF - Fund 2101
FOR PERIOD ENDING July 31, 2014

	FY14/15 YTD	FY14/15 Adopted Budget	FY14/15 Revised Budget	Forecast	Variance (Revised vs. Forecast)
1 Revenue	\$ 648,488	\$ 2,610,372	\$ 2,610,372	\$ 2,625,248	\$ 14,876
2 Expenditures					
3 Personnel Services	16,968	353,750	353,750	353,750	-
4 Operating Expenditures	19,344	1,236,064	1,236,064	1,236,064	-
5 Capital Equipment	-	-	-	-	-
6 Total Expenditures	36,312	1,589,814	1,589,814	1,589,814	-
7 Operating Transfers In					
8 Operating Transfers In	-	-	-	-	-
9 Total Operating Transfers In	-	-	-	-	-
10 Operating Transfers Out					
11 Operating Transfers Out	-	-	-	602,031	(602,031)
12 Total Operating Transfers Out	-	-	-	602,031	(602,031)
13 Net Fund Impact	612,176	1,020,558	1,020,558	433,403	616,907

Office of Emergency Management
 Monthly Budget to Actual Summary
 Bureau - B242 OEM Radio System SRF - Fund 2101
 FOR PERIOD ENDING July 31, 2014

Expenditures by Unit		FY14/15 YTD	FY14/15 Adopted Budget	FY14/15 Revised Budget	% of Budget Spent	Target	Budget less YTD Actuals
1	<u>Unit 0876 - Radio System</u>						
2	Personnel Services	\$ 16,968	\$ 353,750	\$ 353,750	5%	8%	\$ 336,782
3	Operating Expenditures	19,344	1,236,064	1,236,064	2%	8%	1,216,720
4	Capital Equipment >\$5,000	-	-	-	0%	0%	-
5	Unit 0876 Total	36,312	1,589,814	1,589,814	2%	8%	1,553,502
1	<u>Unit 0877 - PECOC</u>						
2	Personnel Services	-	-	-	0%	0%	-
3	Operating Expenditures	-	-	-	0%	0%	-
4	Capital Equipment >\$5,000	-	-	-	0%	0%	-
5	Unit 0877 Total	-	-	-	0%	0%	-
1	<u>Office of Emergency Management Fund 2101</u>						
2	Personnel Services	16,968	353,750	353,750	5%	8%	336,782
3	Operating Expenditures	19,344	1,236,064	1,236,064	2%	8%	1,216,720
4	Capital Equipment >\$5,000	-	-	-	0%	0%	-
5	Office of Emergency Management Department Total	\$ 36,312	\$ 1,589,814	\$ 1,589,814	2%	8%	\$ 1,553,502

Office of Emergency Management
 Monthly Bureau Revenue Forecast
 Bureau - B242 OEM Radio System SRF - Fund 2101
 FOR PERIOD ENDING July 31, 2014

Revenue Source Code - Name	FY13/14 Actuals	July	FY14/15 YTD	FY14/15 Straightline Projection	Encumbrances	FY14/15 YTD Obligations	FY14/15 Adopted Budget	FY14/15 Revised Budget	Forecast	Variance (Revised vs. Forecast)	Comments
1 4000 - Real Property Taxes-Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
50 4200 - General Government Fees	338,691	369,674	369,674	4,436,088	-	-	1,418,064	1,418,064	1,478,696	60,632	First Quarter Membership Fees for PCWin multiplied by 4 quarters
97 4247 - Interdepartmental Revenue	304,799	278,814	278,814	3,345,768	-	-	1,161,012	1,161,012	1,115,256	(45,756)	First Quarter Membership Fees for PCWIN-Pima County Departments multiplied by 4
114 4400 - Rent and Royalties	42,625	-	-	-	-	-	31,296	31,296	31,296	-	
121 4407 - Int. Rev-Pooled Inv. - Operating	98	-	-	-	-	-	-	-	-	-	
136 TOTAL REVENUES	\$ 686,213	\$ 648,488	\$ 648,488	\$ 7,781,856	\$ -	\$ -	\$ 2,610,372	\$ 2,610,372	\$ 2,625,248	\$ 14,876	
137 OPERATING TRANSFERS IN											
154 4717 - Transfer-in from Other Special Revenue	14,483	-	-	-	-	-	-	-	-	-	
494 TOTAL OPERATING TRANSFERS IN	14,483	-	-	-	-	-	-	-	-	-	
495 TOTAL REVENUES AND OPERATING TRANSFERS IN	\$ 700,696	\$ 648,488	\$ 648,488	\$ 7,781,856	\$ -	\$ -	\$ 2,610,372	\$ 2,610,372	\$ 2,625,248	\$ 14,876	

Office of Emergency Management
 Monthly Bureau Expense Forecast
 Bureau - B242 OEM Radio System SRF - Fund 2101
 FOR PERIOD ENDING July 31, 2014

Object Codes	FY13/14 Actuals	July	FY14/15 YTD	FY14/15 Straightline Projection	Encumbrances	FY14/15 YTD Obligations	FY14/15 Adopted Budget	FY14/15 Revised Budget	Forecast	Variance (Revised vs. Forecast)	Comments
1 Personnel Services											
2 5400 - Salaries & Wages	\$ 182,787	\$ 12,863	\$ 12,863	\$ 154,354	\$ -	\$ 12,863	\$ 145,480	\$ 145,480	\$ 145,480	\$ -	
11 5409 - Social Security & Medicare	13,434	928	928	11,139	-	928	11,001	11,001	11,001	-	
12 5410 - Unemployment Insurance	311	18	18	213	-	18	203	203	203	-	
13 5411 - Health Insurance Premiums	16,676	1,162	1,162	13,949	-	1,162	13,775	13,775	13,775	-	
14 5412 - Workers Compensation	402	28	28	340	-	28	316	316	316	-	
15 5413 - Life Insurance	154	10	10	125	-	10	120	120	120	-	
16 5414 - Employer Paid Benefit Fees	(3)	-	-	-	-	-	-	-	-	-	
18 5416 - Arizona State Retirement	21,094	1,493	1,493	17,910	-	1,493	16,681	16,681	17,007	(326)	Forecast at budget plus 5431 budget.
24 5422 - Dental Insurance Premiums	144	23	23	278	-	23	52	52	52	-	
26 5424 - Interdepartmental Salaries - Charged in	13,425	-	-	-	-	-	76,000	76,000	76,000	-	
29 5427 - Intra departmental Fringe - Charged out	(23,451)	-	-	-	-	-	-	-	-	-	
30 5428 - Intra departmental Fringe - Charged in	25,278	109	109	1,312	-	109	29,480	29,480	29,480	-	
31 5429 - Intra departmental Salaries - Charged out	(73,801)	-	-	-	-	-	-	-	-	-	
32 5430 - Intra departmental Salaries - Charged in	76,997	333	333	3,995	-	333	60,316	60,316	60,316	-	
33 5431 - Budgeted Benefits	-	-	-	-	-	-	326	326	-	326	S/B zero. Added to 5416.
38 TOTAL PERSONNEL SERVICES	253,448	16,968	16,968	203,615	-	16,968	353,750	353,750	353,750	-	
39 Operating Expenses											
41 5000 - Office Supplies	1,249	-	-	-	-	-	1,950	1,950	1,950	-	
42 5001 - Software Under \$100,000	560	-	-	-	-	-	-	-	-	-	
43 5002 - Computer Equipment less than \$1,000	2,317	-	-	-	-	-	-	-	-	-	
48 5007 - Fuel & Oil	2,032	-	-	-	-	-	1,000	1,000	1,000	-	
49 5008 - Books, Subscriptions, & Videos	-	-	-	-	-	-	2,500	2,500	2,500	-	
51 5010 - Repair & Maintenance Supplies	737	-	-	-	1,276	1,276	130,150	130,150	130,150	-	
59 5018 - Other Operation Supplies	3,786	-	-	-	-	-	25,000	25,000	25,000	-	
61 5020 - Tools & Equip Under \$1,000	95	-	-	-	95	95	20,000	20,000	20,000	-	
87 5125 - Software Maintenance and Support	24,964	2,269	2,269	27,234	-	2,269	174,869	174,869	174,869	-	
100 5138 - In State Training	2,010	-	-	-	-	-	-	-	-	-	
101 5139 - Out of State Training	-	-	-	-	-	-	5,500	5,500	5,500	-	
102 5140 - In State Travel	-	-	-	-	-	-	1,000	1,000	1,000	-	
104 5142 - Postage & Freight	825	-	-	-	-	-	5,000	5,000	5,000	-	
105 5143 - Printing & Microfilming	489	-	-	-	-	-	250	250	250	-	
109 5147 - Leases & Rentals	79,710	5,750	5,750	69,002	52,808	58,558	100,878	100,878	100,878	-	
111 5149 - R&M Machinery & Equipment Svcs	71,279	128	128	1,532	70,360	70,488	310,471	310,471	310,471	-	

Office of Emergency Management
 Monthly Bureau Expense Forecast
 Bureau - B242 OEM Radio System SRF - Fund 2101
 FOR PERIOD ENDING July 31, 2014

Object Codes	FY13/14 Actuals	July	FY14/15 YTD	FY14/15 Straightline Projection	Encumbrances	FY14/15 YTD Obligations	FY14/15 Adopted Budget	FY14/15 Revised Budget	Forecast	Variance (Revised vs. Forecast)	Comments
112 5150 - R&M Building Services	1,750	-	-	-	-	-	-	-	-	-	
114 5152 - Other Professional Services	350	-	-	-	350	350	-	-	-	-	
135 5203 - Interdepartmental Supplies & Services - Charged in	409	-	-	-	-	-	-	-	-	-	
138 5206 - County Administrative Overhead	-	-	-	-	-	-	114,721	114,721	114,721	-	
140 5300 - Telephone & Internet	15,012	1,700	1,700	20,400	-	1,700	18,920	18,920	18,920	-	
141 5301 - Electricity	36,920	4,270	4,270	51,245	-	4,270	71,200	71,200	71,200	-	
146 5306 - Motor Pool Charges	36,368	3,990	3,990	47,880	-	3,990	50,000	50,000	50,000	-	
149 5309 - Dues and Memberships	-	-	-	-	-	-	800	800	800	-	
152 5312 - Other Miscellaneous Charges	980	70	70	840	-	70	840	840	840	-	
154 5314 - Payments To Governments	170,000	-	-	-	170,000	170,000	181,015	181,015	181,015	-	
158 5318 - General Liability Insurance Premiums	-	1,155	1,155	13,860	-	1,155	-	-	13,860	(13,860)	Self-Insurance Monthly Allocation PCAO Tort \$968 & General Liability \$187 budgeted in 5319.
159 5319 - Property Damage Insurance Premiums	-	12	12	140	-	12	14,000	14,000	140	13,860	Self-Insurance Monthly Allocation PCAO Tort \$968 & General Liability \$187 budgeted in 5319 but expensed in 5318.
165 5329 - Interest Expense - Pooled Investments	261	-	-	-	-	-	-	-	-	-	
183 5504 - Office Machines & Computers - Non-Capital	-	-	-	-	-	-	5,000	5,000	5,000	-	
187 5508 - Other Machines & Equipment - Non-Capital	-	-	-	-	-	-	1,000	1,000	1,000	-	
192 TOTAL OPERATING EXPENDITURES	452,104	19,344	19,344	232,133	294,888	314,233	1,236,064	1,236,064	1,236,064	-	
193											
194 Capital Equipment >\$5,000											
224 TOTAL CAPITAL EXPENDITURES	-	-	-	-	-	-	-	-	-	-	
225											
226 SUB TOTAL EXPENDITURES	\$ 705,552	\$ 36,312	\$ 36,312	\$ 435,748	\$ 294,888	\$ 331,201	\$ 1,589,814	\$ 1,589,814	\$ 1,589,814	\$ -	
227											
228 Transfers Out											
229 5700 - Transfer Out	-	-	-	-	-	-	-	-	602,031	(602,031)	
253 TOTAL OPERATING TRANSFERS OUT	-	-	-	-	-	-	-	-	602,031	(602,031)	
254											
255 Contra Assets											
264 TOTAL CONTRA ASSETS	-	-	-	-	-	-	-	-	-	-	
265											
266 Depreciation											
272 TOTAL DEPRECIATION	-	-	-	-	-	-	-	-	-	-	

Office of Emergency Management
 Monthly Bureau Expense Forecast
 Bureau - B242 OEM Radio System SRF - Fund 2101
 FOR PERIOD ENDING July 31, 2014

	Object Codes	FY13/14 Actuals	July	FY14/15 YTD	FY14/15 Straightline Projection	Encumbrances	FY14/15 YTD Obligations	FY14/15 Adopted Budget	FY14/15 Revised Budget	Forecast	Variance (Revised vs. Forecast)	Comments
273	TOTAL EXPENDITURES AND OPERATING TRANSFERS OUT	\$ 705,552	\$ 36,312	\$ 36,312	\$ 435,748	\$ 294,888	\$ 331,201	\$ 1,589,814	\$ 1,589,814	\$ 2,191,845	\$ (602,031)	



as of 8/25/2014

Site	# Buses	% Buses	# Voice calls	% Channel usage	Max Channel Usage with Date	Emergency Activations	Comments
Simulcast A	0	0.000%	1,114,279	27%	30% 7/29/14	291	
Simulcast B	0	0.000%	1,104,669	26%	29% 7/29/14	265	
North Simulcast	9	0.000%	256,065	31%	34% 7/08/14	22	
Golder	0	0.000%	151,069	31%	33% 7/11/14	15	
Arivaca	0	0.000%	15,941	26%	27% 7/25/14	6	
Bigelow	0	0.000%	40,045	36%	37% 7/25/14	19	
Confidence	4	0.000%	187,178	32%	36% 7/29/14	52	
Haystack	62	0.000%	96,397	38%	41% 7/10/14	15	
Childs	0	0.000%	22,364	27%	28% 7/11/14	4	
Keystone	3	0.000%	316,792	31%	34% 7/10/14	36	
Total	78	0.000%	3,304,799	27%	N/A	725	



as of 8/25/2014

Backhaul Network Performance Metrics

% Network Uptime	Link Failures	# of Equipment Malfunctions per site	SVC Interruptions and Impact	Major Svc or Config Changes
97.72%	None	7/30 RVFD Replaced fiber patchcord and SONET SFP module (transceiver) for MW link to PSTA	<p>COT SONET node hardware upgrade (July 2014) caused network downtime - PCWIN users not impacted. Dates and Sites that were upgraded are shown in Major SVC or Config Changes</p> <p>7/30 RVFD Replaced fiber patchcord and SFP module for MW link to PSTA - PCWIN users not impacted</p> <p>7/28 Ajo (DPS93) COT SONET upgrade of DPS Node 93 caused an outage on all (4) T-1 circuits to Ajo. Planned maintenance, PCSD notified as to date/time and service impact prior to event. Increased Motorola support for event. PCWIN users not impacted.</p>	<p>July 1, COT Upgrade of Node 2 TOPSC July 2, COT Upgrade of TOPSC Node 90 July 3, COT Upgrade of CCEQ Node 134 July 7, COT Upgrade of Ohio Node 5 July 8, COT Upgrade of PECOC Node 163 & 164 July 10, COT Upgrade of Tumamoc Node 143 July 21, COT Upgrade of Rincon Node 94 July 22, COT Upgrade of TFD21 Node 130 July 23, COT Upgrade of Swan Node 126 July 24, COT Upgrade of FS17, Node 16 July 25, COT Upgrade of TPD West Node 4 July 28, COT Upgrade of DPS Node 93 July 29, COT Upgrade of City IT Node 3 July 30, COT Upgrade of PCSD Sheriff Node 113 July 31, COT Upgrade of TPDHQ Node 1</p>



**Tucson Police Department
Air Support Unit**

Report on Aircraft Radio Issues

Overview

As previously discussed with the PCWIN Board, the Tucson Police Department's Air Support Unit has experienced several issues with the use of handheld radios in our aircraft. The following report provides a comprehensive overview of the critical issues and failures we have experienced with the current radio configuration.

The Tucson Police Department's Air Support Unit (ASU) has integrated handheld PCWIN radios into our fleet of aircraft as aircraft radios were not included in the original plan. As Sergeant Arnold has previously briefed the PCWIN Board, APX7000 handheld radios were modified to allow mic cords to plug into the helicopters radio system. The pilot's helmets are then plugged into the aircraft to use the radios. Several issues have been reported using this handheld radio configuration in the aircraft.

Overview of Current Radio Issues

The responsibilities of our Tactical Flight Officers (TFO) have increased exponentially as aviation technology has advanced. Given the advent of GPS, FLIR, Moving Maps and night vision goggles the TFO's divided attention skills must be exemplary. To maximize this skill set it is essential to streamline and simplify the remaining tasks, specifically as it relates to the air platform's radio system. The following is an overview of the issues we have experienced with the use of the PCWIN radios in their current configuration. These issues have a critical negative impact on the safe, effective, and efficient accomplishment of the Air Support Unit's mission.

The first issue encountered is caused by the Tactical Flight Officer (TFO) having to hold the radio in order to see the screen while using the radio. The TFO also has to hold the FLIR controller as well as other equipment, to include portable mapping system and knee boards. When the TFO holds the radio this causes interference with other electronics inside the helicopter. This interference causes results in the dispatcher and other units not being able to hear the TFO's transmissions. This issue was partially corrected by installing voice files so the TFO does not have to hold the radio however, the TFO still has to hold the radio to change zones or channels.

Another critical issue identified is that the hand held radios seem to work well when the aircraft is flying straight and level. Once on scene in tight orbit flight the radios frequently become unreadable.

Another issue discovered centers around the inability to override other users that are talking on the radio. There have been several incidents where air support personnel have needed to cut in and advise officers of dangers. An example of this was a person in a back yard of a residence.

As the officers were walking in the back yard the air unit saw the male and could tell he was armed with a handgun. The air crew was unable to get on the radio to warn the officers. We were advised that in order to do this we need to push the emergency button, which is impractical. The TFO must keep visual contact with the suspect and with the radio mounted in the aircraft, is difficult at best.

Another critical issue involves the inability to transmit when the air is clear. Air crew members are being “bonked” when no one is transmitting on the radio. Officers have to continue to push the talk key, sometimes seven to ten times, before receiving the transmit tone. There is no known cause of this anomaly.

We have inquired about installing mobile (car) radios into our aircraft. As TPD’s Air Support Unit does not fly “public use” and is in fact an F.A.A. Part 91 flight operations, in order for us to do this we would have to submit any modifications to the aircraft to the F.A.A. for their approval. We would have to submit engineering, installation and wiring plans and diagrams for approval. These installation diagrams would have to be completed by an aircraft modification center. This route would be more costly than simply installing aircraft radios.

The current aircraft radios (Wulfsberg 5000) are mounted in the instrument panel in front of the TFO allowing a heads-up display and the radio was well within reach. Replacement aircraft radios compatible with the PCWIN system are designed to fit into this area without modification and meet F.A.A requirements out of the box.

Costs to Date

To date the Tucson Police Department’s Air Support Unit has spent approximately \$46,400 in parts, tooling, supplies, harnesses, connectors and microphones from its operating budget attempting to modify handheld radios to work in the helicopter airframe environment. This does not include labor.

Recommendations

The above listed issues are creating operational issues as well as critical safety issues, from both aviation and officer safety standpoints. Handheld and automotive mobile radio systems are not designed or engineered for aviation use. I recommend that we install aviation grade radios in each of our aircraft. The radios are approved by the F.A.A. and will work with our current helicopters. These radios would be installed in the same configuration and location as the previous aviation radios. This will allow the TFOs to have control over the radio. I also recommend that aircraft radios be assigned priority transmit override in the event that critical information needs to be transmitted to ground units.

The ASU is tasked with a very challenging and dangerous mission. They are a force multiplier and an invaluable asset to the ground units who depend on them for real-time officer safety information. Although the needed aviation radios may be cost prohibitive, their value in the long run cannot be underestimated. (However, the installation of non-aviation radios could be even more costly. See attached). Any one of above described incidents where the air crew could not be heard could have led to the serious injury or death of an officer or citizen. The ability to effectively communicate via our air assets is essential, and should be at the forefront of the Tucson Police Department's priorities as we move forward in improving our service to the community and safety of our officers.

Required Aircraft Radio

Technisonic Industries Ltd., an industry leader in the development, manufacture and support of special-mission airborne communications systems, provides Project 25, Phase II (TDMA) Compliant Multi-Band radios that provide F.A.A. certified direct replacement radios that fit into the radio area currently occupied by our now obsolete Wulfsberg 9000 radios.

Designated as the TDFM-9000 series of transceivers, the new “9000” is the industry’s first all new airborne transceiver capable of meeting FAA Airworthiness requirements, FCC very narrow band 6.25 KHz equivalency requirements, and Project 25 Phase II standards. This radio represents the crossing of a new technological barrier in airborne communications.

With the development and fielding of exceptional new technologies such as Project 25 (P25) Phase II., Airborne Law Enforcement once again is leading the way towards truly interoperable communications capability.

Technisonic’s airborne communications products have proven to be the system of choice for the demanding tactical applications in airborne law enforcement, air ambulance, and fire suppression support.



Technisonic's all-new Project 25, Phase II (TDMA) compliant multi-band radios are now available for customers. Technisonic Photo

Radio Cost

Approximate cost of the Technisonic TDFM-9000, Phase II radio is \$70,000 with installation costs of \$20,000.

The Tucson Police Department has secured two of these radios (installation included) through grant funding (SHSGP & OPSG Grants) and is currently awaiting the final grant awards. These grants have been approved by the working groups and we are awaiting final award letters from the Arizona Department of Homeland Security. We are expecting these award letters by October 1, 2014.

In light of this, the Tucson Police Department is requesting the finding of the third and final radio only, with installation, which will complete the updating of the entire air fleet and resolve the current issues.

Thank you for your consideration.



MEMORANDUM

Date: August 25, 2014

To: John Voorhees, Director
Pima County Wireless Integrated Network

From: C.H. Huckelberry
County Administrator 

Re: **Pima County Wireless Integrated Network and Tohono O'odham Nation Participation**

I received a telephone call on August 21, 2014 from Tohono O'odham Nation Chairman Ned Norris, Jr. inquiring about the Pima County Wireless Integrated Network (PCWIN) project.

I explained that the largest obstacle to the Nation's participation is the astronomers on Kitt Peak believing the communications tower would interfere with their scientific radio frequency research. I also indicated the Tohono Public Safety Office representative at the meeting advised they had developed a robust fiber optic network and that you had expressed a desire to receive information regarding the network and perhaps certain modifications to other towers could take the place of the Kitt Peak facility. This would allow the Nation to participate in the interoperable public safety communications system.

I advised the Chairman that if we did reallocate PCWIN funds due to an inability to complete our interoperable connections with the Nation now, if at any time in the future the Nation was in a position to participate, the County would then re-appropriate funds for this purpose.

Please contact the Tohono Department of Public Safety Director to convey this information and ask that the information you requested be provided as soon as practicably possible so we have a clear understanding of what is achievable with interoperable PCWIN connections for the Nation.

CHH/dr

c: The Honorable Sharon Bronson, Chair, Pima County Board of Supervisors
Tom Burke, Director, Finance and Risk Management

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

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

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