MINUTES
PCWIN Technical Committee Meeting
February 17, 2005
9:00 a.m. - 11:00 a.m.

Randolph Golf Course Clubhouse, Copper Room
600 S. Alvernon Way
Tucson, Arizona 85711
Submitted by Kari Price

Members present:
Anita Velasco, Ben Standifer, Don Harrison, Gary Bynum, Gary Schmitz, Greg Lugo, Harry Findysz, Jim Perry – CHAIR, John Moffatt, Joseph Jakoby, Larry Sayers – SECRETARY, Patsy Joy, Richard Hughes, Theodore Martin, Tim Hoban

Members absent:
Kerry Reeve, Scott Ferguson

Others present:
Benny Gomez – Pima Co. Office of Emergency Mgmt., Kari Price – City of Tucson/I.T. Dept., Paul Wilson – Pima Co. Sheriff's Dept.

I.   Call to Order and Roll Call
Jim Perry called the meeting to order after reaching quorum at 9:05 a.m.

II.   Approval of Minutes
The following motion was made by Jim Perry, seconded by Gary Bynum, and carried unanimously.

Motion: That the minutes of January 27, 2005 be approved.

III.   Update on User Committee
Paul Wilson distributed two handouts from the User Committee for discussion: "PCWIN Voice Communications Paths" and "PCWIN Data Communications Paths." Discussion took place concerning the need for the User Committee's perceived mindset to transition from "everyone having their own system" to "consolidation of systems." Patsy Joy suggested talking to the User Committee about how things can change and new ways of doing business. Don Harrison asked Paul Wilson if the User Committee was working from the same definition of "interoperability" that the Technical Committee was working from. Paul indicated that they were not, and that the term still needs to be defined. Ben Standifer suggested that the Technical Committee define interoperability and offer it to everyone so they can work from that same definition as a foundational starting point. Jim Perry said the suggestion will be added to the next meeting's agenda for discussion. Paul Wilson added that he envisions a consultant working with the User

Group. Paul also encouraged the Technical Committee to attend the User Group meetings. Anita Velasco said that Fire Dispatch needed representation in the User Group.

The following motion was made by Jim Perry, seconded by Don Harrison, and carried unanimously.

Motion: That the Technical Committee passes on a request to the User Committee to clearly define the term "interoperability."

IV.   Vendor Presentation

Michael Sumnicht, Motorola's Strategic Business Manager, did a one-hour presentation for educational purposes for the committee about interoperability. Michael Sumnicht has been in the telecommunications industry for 26 years, primarily serving the Public Safety Community. His main focus is working with government customers identifying interoperable communications solutions, future technology trends for voice and data systems, and Federal Grants and Funding. Mr. Sumnicht has a bachelors degree in Electrical Engineering from Marquette University in Milwaukee, Wisconsin, and currently resides in Phoenix, Arizona.

The presentation covered the definition of interoperability, required elements, levels of interoperability, technology, and standards.

V.   Management of Sensitive Information

The Technical Committee members discussed management of sensitive information in the draft PCWIN Technical Report. Paul Wilson assured the committee that the issue was being handled on his end with legal counsel.

VI.   Discuss a Progression Road Map for the Radio Project

Jim Perry asked the committee if it was ready to discuss a progression road map. John Moffatt suggested segmenting the needs into smaller pieces, then the committee could start developing specifications for an RFP. He said the committee needs to identify control or decision points; the committee may end up splitting into smaller subcommittees. John Moffatt said he would bring a handout of his suggestions as a working document to the next meeting for further discussion.

VII.   Phoenix Fire Department Radio System Safety Report

Gary Bynum said he was concerned about coverage at a fire scene, which is why he found this report helpful as an information source, and wanted to share it with the committee for the same purpose. Larry Sayers said he found it interesting that they found no big difference between UHF and VHF for in-building coverage, so a fire fighter would not have to carry two radios. Paul Wilson added that the committee should not let the Phoenix report cause them to rule out options for Pima County. Jim Perry said the radio project still needs to proceed with a comprehensive needs analysis, go through a conceptual design, and the Phoenix report can be information considered during that process. Paul said he would invite an author of the report to talk about it some time in the near future. Don Harrison said he would send a list of web sites of

other agencies to the committee members so they can review what they've done and learn from their mistakes.

VIII.   Next meeting time/date
Thursday, March 17, 2005, 9:00 a.m. – 11:00 a.m., Pima County Office of Emergency Management and Homeland Security, 130 W. Congress, B level. Parking will be validated for those who park at the El Presidio Parking Garage on Pennington.

IX.   Items for Next Agenda

- Progression Road Map – John Moffatt will present his suggestions

- Vendor Presentation – Jim Perry will arrange for another vendor to do the same type of presentation

- Executive Committee Update – To take place after the March 10th meeting

- The possibility of quarterly combined meetings with the User Committee

- An official, technical, functional definition of interoperability

X.   Call to Audience
No audience present.

XI.   Adjournment
The meeting was adjourned at 11:00 a.m.

Approval of Minutes:

_____   2/23/05
Chair, PCWIN Technical Committee   Date