

MINUTES
PCWIN Technical Committee Meeting
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**
Tucson, Arizona
Submitted by Kari Price

Members present:

Scott Ferguson, Don Harrison, Tim Hoban, Richard Hughes, Joe Jakoby, Patsy Joy, Greg Lugo, Theodore Martin, John Moffatt, Jim Perry – CHAIR, Kerry Reeve, Larry Sayers – SECRETARY, Gary Schmitz, Ben Standifer, Anita Velasco

Members absent:

Gary Bynum, Harry Findysz

Others present:

Woody Dyche – Northrop Grumman, Bill Haymond – M/A-COM, Burel Lane – M/A-COM, Kari Price – City of Tucson/I.T. Dept., Mike Sacco – Pima County Sheriff's Dept., Gary Schmitz – Oro Valley, Maggie Williams – Oro Valley, 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 9:09 a.m.

II. Approval of Minutes

The following motion was made by Jim Perry, seconded by Anita Velasco, and carried unanimously.

Motion: That the minutes of February 17, 2005 be approved.

III. Update on Executive Management Committee

Paul Wilson briefed the Technical Committee about the March 10th Executive Management Committee meeting. He said the Executive Management Committee reviewed the technical requirements draft. They discussed their mission, values and goals statement. Their 3/5/05 meeting was cancelled, so they will meet in April instead. They split the document split into two parts: 1) primary technical specifications, and 2) the appendix with the individual agencies listed. Paul said he possessed the only copies available. Paul said the Executive Management Committee discussed the Phoenix Fire safety report and invited the authors to their meeting for more information.

IV. Vendor Presentation

Bill Haymond of M/A-COM did a presentation about interoperability. Mr. Haymond's background includes spending the last 22 years in the land mobile industry, working for Mobile Data International (MDI), Motorola, MPR and M/A-COM. At MPR he managed the consulting team that did much of the work on the CDPD specification. At M/A-COM he was a member of the team that designed the OpenSky system, and is presently Director of Systems Technology.

Some recommendations Mr. Haymond gave the committee were:

- Look for flexibility to keep your options open.
- Define interoperability in two parts: 1) network, and 2) subscriber devices.
- When developing a system, start with the backbone of the network.
- Use IP-based routers (switches) that can be configured to redundant paths through the network resulting in a "self-healing" network.
- Have at least two switching platforms for redundancy to enable distributed switching.
- Use a client/server model because it naturally falls out of the IP model.
- Use voice over IP where analog voice is compressed into digital voice.
- Use nonproprietary switch and shelf hardware because it's less expensive and provides needed horsepower; performance improves every couple of years and it's easy to accommodate customer growth (simply drop in a new Sun Server).
- Don't use a PC for a switch because of PC viruses.
- There's no problem using CISCO routers when going to a fiber optics communications system.
- Frequency reuse and timing is not an issue when using microwave at the sites; microwave vendors now provide microwave IP radios.
- Have a primary and backup voice and data switch in two different locations.
- With IP based architecture, you can give every radio an IP address, including base radios; a network management program can monitor traffic loads.
- For security, it's password protected with a fire wall to that network.
- A dispatch feature on the IP radios called "short messaging service" sends up to 200 character text messages on voice radios and includes the time and source ID, much like text messaging on a cell phone. Can also assign different priorities on data and voice messages.
- Can use multi-mode software radios where software can be downloaded to all radios simultaneously without interference to the users.

Committee members discussed an upcoming van demonstration that M/A-COM will conduct in Tucson March 23. Larry Sayers, Jim Perry and Paul Wilson will be coordinating the van demo in blocks of an hour, 6 to 8 people per slot, with the location possibly at the jail or Kino Hospital.

V. Progression Road Map

John Moffatt presented a draft for building a project progression roadmap. The plan was to turn it into a live reporting and management tool. John Moffatt offered to be the maintainer of the document. He asked the committee to e-mail their comments or suggestions to him. John said the draft would likely be broken down into possibly 4,000 individual tasks to track. Jim Perry added that a consultant's input would probably be helpful. Ben Standifer suggested making it available on line along with the committee's meeting minutes for committee members to review

progress; could be accessed by using a special password. Larry Sayers suggested adding a Radio Licensing task to the draft. Jim Perry said this topic would remain on the agenda for further discussion and development.

VI. Definition of Interoperability

The committee discussed more ideas for developing a definition of interoperability to be used for the PCWIN project. Paul Wilson handed out copies of definitions used by other agencies. He added the concept of “inter-TALK-ability” as another way to define it. He said that operationally, the committee needs to define who needs to talk to who, and it may require visiting other agencies to see how each user community functions. Ben Standifer suggested using parts of other definitions, and having different layers of definitions, but the definition needed to be in two parts: 1) Technical (and defined by the Technical Committee), and 2) Functional (defined mostly by the User Groups). He said these would be two high-level definitions to start with, and the committee could develop the layers as it goes because it needs to get started.

VII. Meeting with the User Committee

Committee members discussed issues addressed at the last User Committee meeting and ideas for a common Technical/User Committee meeting in the near future. Jim Perry suggested combining the April Technical Committee meeting with the User Committee meeting that meets on April 7th. Then the Technical Committee could take a tour of the County’s dispatch center (no quorum required for the tour, per Paul Wilson). After the tour, the Technical Committee could break out into another meeting room for a brief 30-minute meeting as long as quorum is met. Mike Sacco agreed to coordinate it with the User Committee with the understanding that the Technical Committee be listed first on the User Committee’s agenda; he said he’d reserve the separate meeting room for a half hour Technical Committee meeting.

VIII. Date-Time-Location of Next meeting

The Technical Committee will have its April meeting with the User Committee on April 7, 2005 @ 1:30 PM at the Sheriff's Department, 1750 East Benson Hwy, Tucson. Afterwards, the Technical Committee will tour Pima County's Dispatch Center, then break out into another meeting room for approximately 30 minutes.

IX. New Business

Kerry Reeve talked about the EOC. They are working on video-conferencing, voice and data communications, and video down-links for real time video for Fire, Medical and Police. Jim Perry said that the question of whether an EOC needed to be part of a dispatch center has been in discussion for a long time. Location and access of an EOC is important. Paul Wilson added that if we built a facility, we’d need a backup place to go; when using one as a backup to another, you don’t want them co-located.

John Moffatt said that the State was putting in a “smart corridor” which is publicly funded by a grant, and privately implemented. Ben Standifer added that the purpose was to bring broadband capabilities to rural communities to be used as a wireless data environment for IP-based public safety systems. Jim Perry said the City of Tucson has a project similar to this that they call the ER-Link Project.

Members proposed the following agenda items be included for future meetings:

- Van tour recap
- Discussion with User Committee
- Progression Road Map

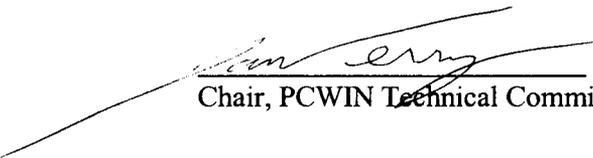
X. Call to Public

No comments.

XI. Adjournment

The meeting was adjourned at 11:32 a.m.

Approval of Minutes:


Chair, PCWIN Technical Committee

3/23/05
Date