

**PIMA COUNTY WIRELESS INTEGRATED NETWORK (PCWIN)
USER COMMITTEE / TECHNICAL COMMITTEE
JOINT MEETING**

Pima County Sheriff's Department
Administration Building, Sheriff's Operations Center, 3rd Floor
1750 E. Benson Highway, Tucson, Arizona
Thursday, May 24, 2007
1:00 p.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the May 24, 2007 meeting.

- I. Call to Order:** Mr. Larry Sayers, Technical Committee Chair, calls the meeting to order at 9:10 p.m.

Roll Call: Catherine Hanna, Pima County Sheriff's Department

Quorum is established for the Technical Committee with a total of 8 members present.

Quorum is established for the User Committee with a total of 10 members present.

Members Present Technical Committee

Larry Sayers, Chair, Pima County Fleet Services
Rick Brown, Marana Police Department
Steven Campbell, Drexel Heights Fire District
Pat Joy, Pima County Sheriff's Department
Ted Martin, Pima County Sheriff's Department IT
Gregory McNeal, City of Tucson IT
John Moffatt, Pima County Office of Strategic Planning
Gregg White, Northwest Fire District

Members Not Present – Technical Committee

John Armstrong, Tucson Police Department
Ken Boynton, University of Arizona
Gary Bynum, Drexel Heights Fire District
Scott Ferguson, Pima Community College DPS
Don Harrison, Tucson Airport Authority
Tim Hoban, Tucson Airport Authority
Joseph Jakoby, City of Tucson IT
Greg Lugo, Tucson Police Department
Kerry Reeve, Pima County OEM
Gary Schmitz, Oro Valley Police Department
Ben Standifer, Tohono O'odham Police Department
Anita Velasco, City of Tucson Communications

Others Present

Chris Balderson, TYCO
Manny Barreras, Motorola
William Fleming, Motorola
William Guerra, Lockheed Martin
Steve Howard, TYCO
Steve Lanier, Tucson Airport Authority Communications
Paul Withington, Lockheed Martin
Paul Wilson, Pima County Sheriff's Department

Members Present User Committee

Nancy Anderson, Oro Valley Police Department – Proxy
Linda Basham-Gilbert, Tucson Police Department
Shannon Collier, Sahuarita Police Department
Benny Gomez, Pima County OEM – Proxy
Matt Janton, Northwest Fire District
Luis Puig, University of Arizona Police Department
Ernie Robles, Picture Rocks Fire Department
Mike Sacco, Pima County Sheriff's Department
Dan Simmons, Pima Community College DPS
Kevin Trick, South Tucson Fire Department – Proxy

Members Not Present – User Committee

Patrick Abel, Golder Ranch Fire District
Larry Anderson, South Tucson Fire Department
Paul Ashcraft, Marana Police Department
Lee Bucklin, Rincon Valley Fire District
Jim Bush, Ajo/Gibson Volunteer Fire Department
Gary Bynum, Drexel Heights Fire District
James Craig, Helmet Peak Fire Department
Charles Hangartner, Tohono O'odham Tribal Police
Wren Keller, Corona de Tucson Fire District
Charles Kmet, Tohono O'odham Fire Department
Basilio Martinez, Pascua Pueblo Fire Department
Dan Morelos, Tucson Airport Authority
Tom Nix, Avra Valley Fire District
Hector Olivo, Pascua Yaqui Police Department
Todd Pearson, Tucson Fire Department
Dennis Rankin, Mount Lemmon Fire District
Kerry Reeve, Pima County OEM
Larry Stevens, Oro Valley Police Department
John Williams, Three Points Fire District
Chuck Wunder, Green Valley Fire District

II. Approval of Minutes, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks members if there are any suggested changes for the March 28, 2007, joint meeting minutes. Mr. Gomez moves to accept and approve the minutes and Mr. Trick seconds the motion. Motion unanimously carries.

Materials provided: User/Technical Joint Meeting Summary for March 28, 2007.

III. Tohono O'odham Nation Update Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that on May 3, 2007, he had the opportunity to meet with five (5) representatives of the Nation's Domestic Affairs and Cultural Affairs Oversight Committees. His presentation included upcoming PCWIN planning activities, PCWIN project benefits to the Nation, and anticipated impacts PCWIN may have on the Tohono O'odham Nation.

Captain Wilson explains that the presentation was well received and the committee members had thoughtful questions. They will take the information to the full Legislative Council seeking action on whether they should engage the County with the MOU previously requested.

Impact without Kitt Peak

Captain Wilson explains that without Kitt Peak, the overall footprint is reduced and this creates large holes of coverage on the Nation. The overall impact on the voice radio system will reduce the robustness of the network. The connectivity network has allowed for looped technology (redundant paths) to each of the radio sites; if a path fails, there is always another path to utilize. If this key site is taken out of the Conceptual Design, a large amount of link redundancy would be lost. This, not only, proves negative for the Nation, but the project as a whole.

Captain Wilson explains that when the propagation predictions were created, they showed a composite of coverage when all the sites are functioning. When Kitt Peak was turned off, "filler sites" (sites which overlap in coverage) near Quijotoa and Kitt Peak were shown to assist in coverage for the Nation. Captain Wilson cautions that those filler sites do not have microwave connectivity; they operate on solar power; and have a limited number of channels for use. This would result in radio traffic having to use other sites, which may not be equipped to handle additional loads of radio traffic. Captain Wilson explains that all impacts are illustrated in the documents and maps which will be provided to Chuck Kmet, Emergency Management Administrator, for distribution and feels that discussing those findings would provide a better explanation on what the Nation would face without PCWIN's use of Kitt Peak.

Microwave Project

Captain Wilson explains that the Nation is proceeding with their Homeland Security Grant project (totaling \$558,000), which will assist in microwave improvements from Kitt Peak down to Sells and back to Quijotoa. Microwave has been purchased, in addition to a 10' x 16' radio container building which will be installed at Kitt Peak. This facility may allow space for future PCWIN equipment. Additionally, the Nation is in talks with the Utility Authority to add additional height to the existing tower to support microwave dishes for future use.

Captain Wilson explains that he stressed the overall benefits of the PCWIN project and how it would impact the Nation's lands and facilities. Several representatives expressed concerns relating to Kitt Peak's cultural sensitivity and its relevance to the Nation, and their intention to legally reclaim land currently occupied by the Kitt Peak National Observatory. If legally successful, the Nation plans to deconstruct facilities currently occupied by the observatory.

Captain Wilson reminds the Committees that Tribal elections are taking place this weekend; the Tribal Chair seat and over half of the Legislative Council seats are up for reappointment. Captain Wilson explains that it may be possible to reeducate Tribal members if new appointments are made.

Captain Wilson refers to the Committees for questions. He receives no response.

IV. Bond Ordinance Amendment Update
Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that the Bond Advisory Committee was asked to provide a recommendation to the Board of Supervisors to strike language under the PCWIN Bond Ordinance No. 2004-18 pertaining to bond funding limitations. Previous language restricted the project to a cap of \$105M. The Board of Supervisors approved the new language which no longer limits funding to the project.

Captain Wilson refers to the Committees for questions. He receives no response.

V. Grant Funding Updates
Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that the Earmark funds received over the last couple of years were provided through a technology and interoperable communications grant program from the Community Oriented Policing Office (Department of Justice). When the new Congress approved the Federal budget, they did not approve the Earmark requests previously submitted; they simply approved a continuing resolution. This approved the COPS Office budget for the previous year's earmarks, but it did not give direction on how to spend the funds, which stands at \$189M. Applicants will be able to compete for those funds under an Interoperable Communications and Technology Grant. PCWIN will research the grant application and submit the paperwork on behalf of the project.

Additionally, details surrounding the Commerce Department's \$1B grant program will be announced in the next couple of weeks. The Commerce Department recently signed an IGA with the Department of Homeland Security (DHS) giving them the authority to distribute those funds using a formula-based approach they use for other DHS grants. PCWIN will have to apply with the State and the State will have to apply with DHS on behalf of every applicant in Arizona. Funding will, therefore, be dispersed based on local needs. Captain Wilson explains that a key component to the grant funding is that each state has to create a state-wide interoperability plan. A document must be completed by September 30, 2007, or the State will not be eligible to receive funding.

Lt. Sacco explains that there are two (2) Earmark grants which were received through the COPS Office. PCWIN was considering an application for the Elephant Head antenna site, but it was decided that the site was not going to be used for the project. Lt. Sacco intends on submitting a request to reroute those funds to purchase a telephone switch and equipment for the new communications center at the 22nd Street facility. The second grant will be used to bring 9-1-1 fiber into the 22nd Street facility. PCWIN has received Qwest's quote, although Qwest is required to provide a more complete plan on how to route the fiber. If earth is moved, an environmental assessment is necessary.

Mr. Sayers states that there are two (2) grant submissions for the Arizona Department of Homeland Security grant; one (1) is to place a building and tower on Keystone Peak (partnered with DPS). The second submission will connect the City network into the 22nd Street facility.

Captain Wilson explains that requests are out to receive UASI funding for the project. He adds that the Committees have submitted cost estimates for the connectivity network and a million dollar line item for subscriber equipment. The application will be reviewed Countywide and forwarded to the State and National levels for consideration. Captain Wilson explains that funding consideration is based on community risk formulas, awarding funds to those communities who have a higher risk hazard. Arizona's risk is high due to current border issues.

Captain Wilson explains that the City of Tucson previously received approximately \$250,000 from Washington with a detailed description on how to use the funds. Unfortunately, someone within the City of Tucson saw the technology funding, and retrieved that funding before it could be applied to PCWIN. Alternatives were researched, and the Tucson Police Department was granted an extension of the 2004 COPS Grant funding, at the same time, requesting the COPS Office reprogram approximately \$214,000 to be applied directly to PCWIN. Mr. Sayers states that those funds will be used for a microwave link from the Sheriff's Department to the 22nd Street facility. Captain Wilson explains that the most important step is to purchase and license the equipment and spend those funds by the end of the calendar year.

Captain Wilson refers to the Committees for questions. He receives no response.

VI. FCC Announcement on 700 MHz Broadband Mobile Data – Impact on PCWIN Mobile Data Project

Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that the FCC recently drafted a Notice of Proposed Rule Making (NPRM), which gives direction and guidance about mobile data. Originally, PCWIN's conceptual design intended to take advantage of wideband channels which were supposed to be available in the 700 MHz spectrum. The licenses in that spectrum would have allowed entities to license channels at 50 KHz and to aggregate up to 150 KHz for more broadband applications. The most recent NPRM establishes a different course for the FCC, although that course is not specified. It appears that the FCC will not license those broadband channels to localities, instead give further consideration to nationwide public safety data networks implemented and managed by a non-profit or commercial carrier. Captain Wilson cautions that PCWIN may not be able to license the 700 MHz channels as planned and the Committees will have to seek alternative options.

One option would be to continue with a private data network; remain in the 700 MHz band, but use the narrowband channels available to PCWIN. Another option would be to move into the 800 MHz band, however, there is no advantage to move into that band. Captain Wilson explains that Committee members can delay a decision and wait for the FCC's decision, although he cautions that the decision may not be quick and will delay the project significantly; or lastly, decline the private network and move to a commercial carrier.

The Executive Management Committee discussed this item this morning, and recommended that PCWIN continue the concept of a private data network in the 700 MHz broadband channels. Additionally, the group suggested that the RFP include text giving PCWIN members an opportunity to evaluate the performance of existing data products to determine whether PCWIN is taking a step forward or backward with presented proposals. Captain Wilson reminds the Committees that PCWIN's mobile data system not only plans to support the mission critical aspects (CAD, RMS), but it will also support AVL features of the project. Additionally, the Conceptual Design for the voice radio and mobile data are inter-dependent, allowing PCWIN to reuse the existing spectrum so the licenses that are available in the 800 MHz already apply; this includes 16 channels in the Tucson Police Department's mobile data system, which is aging and needs to be replaced.

Captain Wilson explains that the Executive Management Committee ultimately approved the motion to continue planning with the narrowband 700 MHz channels and include language in the RFP document to provide statistics on the current mobile data systems from Pima County, the City of Tucson, and the Town of Marana.

Captain Wilson refers to the Committees for questions. He receives no response.

VII. RFP Specifications & Business Plan Report

Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that the Business Plan Report is in its second review period. A previously selected group, made up of technicians from the User and Technical Committees, met on May 23, 2007, to discuss modifications and updates to the report. CTA will review those changes and present another draft report to Captain Wilson in the next couple of weeks.

Additionally, CTA has developed an Estimate of Cost spreadsheet requesting that all participating agencies identify the costs for operating and maintaining their current radio systems. The idea is to assist local agencies and gather information to compare with the Business Plan. Committee members will be better prepared to sell the Business Plan to their executives on behalf of the project. The spreadsheet is comprehensive and will be forwarded to partnering agencies in an effort to document current costs for operating and maintaining their legacy communications systems.

Another revision of the Business Plan is due in mid-June, which will be reviewed by a selected group of User and Technical Committee members and the Executive Management Committee. Those members will be asked to come together and adopt the plan. When accepted, the report will be distributed to all participating agencies along with an MOU to reaffirm their commitment to the project. Captain Wilson states that the final product is anticipated at the end of June 2007. The Executive Management Committee will review the final publication prior to mass distribution.

Captain Wilson explains that the RFP is progressing well and several Committee members are currently reviewing the Procurement language. The final document will be forwarded to Pima County Procurement and Pima County Legal to ensure the document conforms to their standards. Vendor distribution is expected for late summer, after MOU's are collected and documents are finalized. Captain Wilson anticipates everyone's participation, although some smaller agencies may require financial assistance to join the system. Captain Wilson recognizes that the project is behind schedule; however, there has been additional information to review which has resulted in better publications and will save time when implementing the final product.

Captain Wilson refers to the Committees for questions. He receives no response.

Materials provided: CTA Communications PCWIN Project Status Report, dated May 23, 2007.

VIII. New Business, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks if Committee members request agenda items for presentation at the next meeting.

Captain Wilson explains that the business planning phase of the project is coming to a close, paving the way for the project to approach the procurement and implementation phases. Captain Wilson adds that project activities will increase and it may be appropriate for the User and Technical Committees to meet separately, to facilitate policies, and prioritize and organize workgroups.

Mr. Sayers explains that specifics will be discussed during the June 2007 meeting.

Captain Wilson adds that it may be helpful to have agency representatives present any projects their agencies are working on and how it may tie into the project. Mr. Sayers agrees.

IX. Call to the Public, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks if anyone from the public would like to address the Committees. He receives no response.

X. Date-Time-Location of Next Meeting(s)

Wednesday, June 27, 2007, at 1:00 PM
Pima County Sheriff's Department
Administration Building, 3rd Floor, Sheriff's Operations Center
1750 E. Benson Highway

XI. Adjournment

Captain Janton makes a motion adjourn the meeting and Mr. McNeal seconds the motion. Motion unanimously carries.

Meeting adjourns at 1:52 p.m.

Minutes prepared by: Catherine Hanna