

**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
Wednesday, June 27, 2007
1:00 p.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the June 27, 2007 meeting.

- I. **Call to Order:** Mr. Larry Sayers, Technical Committee Chair, calls the meeting to order at 1:00 p.m.

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

Quorum is established for the Technical Committee with a total of 15 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
John Armstrong, Tucson Police Department
Rick Brown, Marana Police Department
Gary Bynum, Drexel Heights Fire District
Harry Findysz, Mount Lemmon Fire District
Joseph Jakoby, City of Tucson IT
Pat Joy, Pima County Sheriff's Department
Greg Lugo, Tucson Police Department
Ted Martin, Pima County Sheriff's Department IT
Gregory McNeal, City of Tucson IT
John Moffatt, Pima County Office of Strategic Planning
Kerry Reeve, Pima County OEM
Gary Schmitz, Oro Valley Police Department
Anita Velasco, City of Tucson Communications
Gregg White, Northwest Fire District

Members Not Present – Technical Committee

Ken Boynton, University of Arizona
Steven Campbell, Drexel Heights Fire District
Scott Ferguson, Pima Community College DPS
Don Harrison, Tucson Airport Authority
Tim Hoban, Tucson Airport Authority
Ben Standifer, Tohono O'odham Police Department

Others Present

Manny Barreras, Motorola
Frank Brzezinski, Raytheon
William Guerra, Lockheed Martin
Jeff Horton, Tucson Airport Authority
Steve Howard, TYCO
Paul Punske, Motorola
Isaiah Twombly, City of Tucson 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
Gary Bynum, Drexel Heights Fire District
Charles Hangartner, Tohono O'odham Tribal Police
Matt Janton, Northwest Fire District
David Jones, City of Tucson (Tucson General Services)
Kerry Reeve, Pima County OEM
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
Shannon Collier, Sahuarita Police Department
James Craig, Helmet Peak Fire Department
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
Richard Munoz, South Tucson Police Department
Tom Nix, Avra Valley Fire District
Hector Olivo, Pascua Yaqui Police Department
Todd Pearson, Tucson Fire Department
Luis Puig, University of Arizona Police Department
Dennis Rankin, Mount Lemmon Fire District
Ernie Robles, Picture Rocks Fire Department
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 May 24, 2007, joint meeting minutes. Asst. Chief Bynum moves to accept and approve the minutes and Captain Janton seconds the motion. Motion unanimously carries.

Materials provided: User/Technical Joint Meeting Summary for May 24, 2007.

III. Budget Captain Paul Wilson, Pima County Sheriff's Department

Captain Wilson explains that the Capital Improvement Program Budget for fiscal year 2007/2008 has been approved and adopted by the Board of Supervisors on June 19, 2007. Captain Wilson informs the Committees that the CIP budget includes \$13.2M for the radio project and \$2.4M for the EOC/ECC dispatch facilities. This budget was approved based on prior projection given to the Capital Improvement Office and Pima County Finance.

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

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

Captain Wilson explains that the Committees have been dealing with the Tohono O'odham Nation in regards to their MOU with Pima County for some time. The MOU would affirm the Nation's support for the PCWIN project and permit future construction and access to the antenna locations on Kitt Peak and Quijotoa Ridge. It also includes the reuse of microwave infrastructure, which the Nation is currently implementing. In November 2006, Pima County presented the Nation with a draft MOU. Pima County representatives had several meetings in an effort to come up with language everyone could agree upon. No action has been taken on the MOU. The project is becoming delayed and action is recommended to deal with this issue.

Captain Wilson explains that he has drafted a letter to the Executive Management Committee, requesting that they discuss this issue during their meeting on June 28, 2007.

Captain Wilson explains that the overall conceptual design was based on the needs assessment, which was inclusive of the Tohono O'odham Nation's public safety agencies: police and fire departments and the information technology department. Additionally, the Nation's legacy system components were documented and gave consideration to what pieces may be reused in a new system, particularly the new microwave the Nation plans to install, as well as antenna sites on Kitt Peak and Quijotoa Ridge.

On May 3, 2007, Captain Wilson states that he had the opportunity to meet with representatives from the Domestic Affairs and Cultural Affairs Committees to present upcoming PCWIN planning activities, PCWIN project benefits to the Nation, and anticipated impacts PCWIN may have on the Tohono O'odham Nation. Captain Wilson states that the Nation's representatives asked poignant questions, although he walked away from the meeting uncertain if the Legislative Council may go forward with the MOU. Captain Wilson explains that 5 of 21 members attended the presentation; 2 expressed concerns of PCWIN participation on Kitt Peak and required additional information for consideration. Captain Wilson adds that he made it clear that the Nation had to take action with the MOU by June 30, 2007.

During the May 3rd meeting, the Nation had asked what the overall conceptual design impact would be if the project went without Kitt Peak. Part of the Nation's reservations was based on cultural sensitivity associated with Kitt Peak. Additionally, the Nation is also dealing with the Kitt Peak National Observatory, who remains a tenant on that mountain. Over the last couple of years, the Nation has taken action to remove telescopes from the mountain top. PCWIN representatives have recognized that while the Nation intends on having some facilities removed, they may permit others to be built, which may appear hypocritical. PCWIN is in a tough position and understands this would be a difficult choice for the Nation.

Following the meeting, the Nation had their government elections. Mr. Ned Norris was elected the Nation's Chairman, replacing Vivian Juan-Saunders. It remains unknown what other government appointments were made. Chairman Norris was to begin his first meeting on June 11th and with the June 30th deadline approaching, Captain Wilson states that he made several phone calls to obtain feedback from the June 11th meeting. Messages were left with Mr. Kmet, Asst. Chief Delgado, and Chief Saunders, but no phone calls were returned. Captain Wilson explains that he has to assume that there was nothing positive to report regarding PCWIN.

Captain Wilson explains that the project is now at a crossroads. If the Nation was to decide to be a business partner, it needs to be done as soon as possible to modify documents affected by these delays; the Conceptual Design, the Business Plan, and the RFP Specifications. Captain Wilson envisions three (3) options on how to deal with the Nation:

- Continue to delay procurement and implementation until the Nation and County can agree to a binding agreement committing the Nation's participation and use of their assets

Captain Wilson does not see this as a viable or desirable option considering that the Nation has had seven (7) months to take action on the MOU and they show no promise of executing the document.

- Modify the implementation to anticipate a phased project that would build out components on tribal land last if we can reasonably expect that the Nation will be a viable long term business partner; or
- Terminate the Nation's participation and adjust the conceptual design accordingly.

Captain Wilson explains that the phased approach comes back to whether or not the Nation decides to be a solid business partner for the County and participating agencies of this project. He adds that it pains him that these issues have to be addressed at these Committees because PCWIN receives good participation among the Nation's fire and police representatives, in particular, Mr. Chuck Kmet.

However, despite good vibes from the Nation's representatives, the Committees have to acknowledge that those representatives are not the decision makers; only those on the Legislative Council make the final decisions. Captain Wilson states that there is no action, thus far, and there doesn't seem to be action on the Nation's behalf in the near future.

Terminating the Nation's participation wouldn't preclude them from rejoining the project, although the Committees' expectations may change. The Nation may be required to bring their funding to the table to build out the remaining pieces on the Nation. Captain Wilson explains that this would permit the Committees to consider design options for the conceptual design, which will be discussed in agenda item V.

If the Nation's participation is terminated, the Committees will have some considerations to deal with when providing radio services out to western Pima County; one being that the connectivity currently planned for western Pima County could become unnecessary. The project wouldn't have the ability to build in the loop design for reliability and redundancy, although there are options to deal with that.

Captain Wilson explains that if the Executive Management Committee votes to exclude the Nation, Pima County Code specifies a requirement for amending the Bond Implementation Plan if there is a substantial modification to the scope of the project, resulting in an increase or decrease that alters the disclosed project benefits. This action would require authorization from the Citizen's Bond Advisory Committee and the Board of Supervisors. Captain Wilson states that he does not believe this action would keep the project from moving forward. Typically, those amendments are presented to the Board of Supervisors on bi-annual reports which are sent to them by the Citizen's Bond Advisory Committee.

Captain Wilson explains that PCWIN Committees have shown their support and made numerous good faith efforts to include the Nation on a design that would meet their needs:

- The Nation's Executive, User, and Technical Committee appointments;
- Nation representatives participation in the preliminary needs assessment conducted by the Aerospace Corporation;
- Nation representatives participation in a detailed needs assessment conducted by CTA Communications;
- The Nation's legacy communications systems assessments documented for possible reuse in a new system;
- Alternative considerations for communications system design included technologies to meet the needs of the Nation's public safety members to interoperate with Federal law enforcement agencies providing service on the Nation.
- The Conceptual Design for PCWIN voice and data radio systems detailed a plan to meet the Nation's capacity and coverage requirements for public safety radio users and incorporated reuse of existing antenna sites and microwave assets.
- Draft RFP language includes coverage test sectors within the boundaries of the Nation to assure radio services meet specific requirements of the RFP
- Meetings with Vice Chairman Norris and Public Safety Director Reyna to discuss goals of the project and seek continued support and participation of the Nation.

- Captain Wilson, Supervisor Bronson, and County Administrator Huckelberry met with former Chairwoman Juan-Saunders and other representatives to share information about the project and to seek continued support and participation of the Nation.
- May 3, 2007 meeting with members of the Domestic Affairs and Cultural Affairs Sub-Committees of the Legislative Council to share information about the project and to seek continued support of the Nation.
- Added technical analysis completed by CTA to determine impact to the project without Kitt Peak. Information was forwarded to Nation's representatives.
- November 2006, the Nation was asked to commit their future support via an MOU

The Nation has done the following to demonstrate their support:

- Participated in PCWIN meetings
- Provided information during the PCWIN planning and design process
- Accepted meetings with County officials to discuss the project and their support
- Received grant funding for microwave and antenna site improvements that might benefit the PCWIN project. Equipment has been purchased; installation is pending.
- Lobbied for support of the Schuk Toak District Council for the Communications and Modernization project of the Nation. This resulted in a resolution of the District Council supporting antenna site improvements at Kitt Peak within the existing footprint of the site limiting any future expansion that might be required to support PCWIN. PCWIN's needs were not presented to or considered by the Schuk Toak District Council; a fact that troubled some Legislative Council members.

Captain Wilson explains that it is unfortunate that the Committees haven't heard anything from the Nation regarding the MOU. He adds that rather than delaying this item for another month, he will recommend to the Executive Management Committee that PCWIN exclude the participation of the Tohono O'odham Nation agencies. This does not preclude them from rejoining the project in the future, but there will be a significant cost to do that.

Captain Wilson refers to the Committees for questions, adding that this item does not necessarily need action. He encourages the Committees to discuss the item and make recommendations to the Executive Management Committee on how PCWIN should handle the Nation.

Detective Hangartner (Tohono O'odham Police Department) explains that he was asked to provide the Committees with updates on behalf of the Nation. The coverage maps have been reviewed and unfortunately due to the recent change in government, the MOU issue has not been addressed and no action has been taken at this time. The Nation is hoping to address this issue in July when the oversight committees meet. Nation representatives have had good discussions with the Tohono O'odham Utility Authority regarding resource sharing, although engineering assessments need to take place.

Captain Wilson asks Detective Hangartner if the Legislative Council will meet this summer. Detective Hangartner explains that only the oversight committees plan to meet in July. Captain Wilson explains that the Nation has oversight committees or sub-committees (Domestic Affairs and Cultural Affairs Committees) of the Legislative Council, who have oversight responsibilities for executive branch sections of the Nation. The Domestic Affairs has oversight of police, fire, and emergency management on the Nation. Captain Wilson states that although the sub-committees will meet in July, it remains unknown when the Legislative Council will address the MOU in question.

Captain Wilson states that he gives a lot of credit to the police and fire departments for their “behind-the-scene” efforts.

Mr. Trick asks if the project has reached a point where the project’s functioning has become problematic. Captain Wilson states, “yes.” Essentially, the conceptual design suggests that PCWIN build a network to include Kitt Peak, Quijotoa Ridge, and microwave assets made available by the Nation. The Nation has been asked to commit those assets for future use for the project and they have yet to affirm that commitment. Captain Wilson explains that the Committees cannot tell the vendor community, with confidence, that these assets will be made available to them at this time. These assets were to be made available for reuse in a new design; therefore, PCWIN is not in a position to put out an RFP. Captain Wilson explains that if the Committees don’t reasonably expect the MOU to be available, the conceptual design and RFP will need to be modified.

Ms. Velasco asks if any other agencies were given MOUs to sign. Captain Wilson states, “no.” He adds that the MOU went to the Nation earlier than other agencies for two (2) reasons:

- The Nation’s geographic location in reference to the antenna sites;
- Provided the Nation plenty of time to present the document to the legislative process

Captain Wilson expects that when the Business Plan is approved, it will be sent out to the remaining agencies with an MOU to review and sign. Captain Wilson explains that it is most important that the key entities return their MOUs in a timely manner: the County, City of Tucson, and the Town of Marana; all of which have critical pieces within the conceptual design of the project.

Mr. Brown asks Captain Wilson to clarify what will happen if the Nation is excluded from the project. Captain Wilson explains that it would mean that they are no longer a participant in the project. PCWIN would not provide subscriber equipment or data services to the Nation. If the project does not include the Nation’s needs, the Conceptual Design, the Business Plan, and the RFP document will change. Captain Wilson adds that the Nation’s exclusion does not mean that there would be no radio coverage, although the level of reliability designed into the initial plan would no longer be as robust for users traveling across the Nation.

Captain Wilson explains that, in the words of the County Administrator, the bond funds would not be spent to support the operations of other radio systems.

Mr. Moffatt explains that the infrastructure represented in Kitt Peak and Quijotoa Ridge does have a significant impact on the architecture of the overall network. It remains important that we know if we are utilizing those sites for the project. Continuing to delay the project does not work in the Committees’ favor.

Mr. Sayers suggests that the Committees delay giving a motion to this item until Captain Wilson gives his presentation under item V. Following the presentation, discussion continued:

Captain Janton asks if the Executive Management Committee votes to exclude the Nation and they return in a month to rejoin will they be given that option. Captain Wilson explains that it depends where the project is at that time and what it would cost to meet that need.

Mr. Sayers explains that there are three (3) options on how to deal with the Nation. The phased approach would give the Nation the opportunity to rejoin, bringing their assets and cost to the table. Captain Wilson states that the phased option should only be considered if the Committees reasonably believe that the Nation would be able to participate to a level of commitment the project is requiring. As previously stated, Captain Wilson sees hope from the user community of the Nation, but no action has been taken by the decision makers.

Mr. Moffatt explains that the project is getting to the point where the vendors need to be told what to purchase for the system. He adds that no Committee member finds joy in discussing this item, but the project is the focus and it must move forward.

Detective Hangartner stresses that the users on the Nation need this system and it would be detrimental if the Nation is terminated from the project.

Captain Wilson asks Detective Hangartner if he feels the legislative members see the project as positive, adding that from previous interactions with the current government, Chairman Norris may not be receptive towards this project. Detective Hangartner states that he does not know how the legislative members feel about the project.

Asst. Chief Bynum suggests that seven (7) months may not be enough time for the Nation to consider the MOU.

Mr. Sayers refers to the public for a question. Mr. Steve Howard, of M/A Com, asks Captain Wilson to clarify what issues are of concern with the Nation. Captain Wilson explains that the Nation's leadership lacks an expressed commitment to the project. They have been asked to affirm that they are a willing partner in the project, allow use of their assets, and recognize that there will be costs to them for the services they will receive for equipment replacement over time.

Mr. Reeve explains that there are plans to build a large hazardous materials facility in Mexico and expresses concern about the radio coverage in the event there was a terrorist disaster at the site. He adds that he hopes the Nation's government takes this concern into consideration because the personal safety of public safety users is at stake.

Ms. Velasco sees this issue as an executive decision, not a technical or user committee decision. Mr. Sayers explains that from a technical point of view, he would like to see Kitt Peak and Quijotoa Ridge used, but suggests that the issue remains political. He adds that the Committees are tasked with two (2) decisions: to decide the fate of the Nation, and to provide an alternative design option to the Executive Management Committee.

Lt. Sacco reminds the Committee that the current RFP is almost complete and includes the Nation. He recommends that CTA create another RFP excluding the Nation and move forward with sending out MOUs to the remaining participating agencies. In the event the Nation signs the MOU with Pima County, PCWIN can continue with the initial RFP which already includes the Nation's participation. Lt. Sacco expresses concerns on delaying the project further.

Motion

User Committee

Lt. Sacco motions to recommend to the Executive Committee to terminate the participation of the Tohono O’odham Nation from the PCWIN Project and proceed with an RFP as planned, but allow the option for the Nation to re-join the project if they sign the MOU prior to releasing the RFP. If the Nation chooses to re-join the project, PCWIN will have the original RFP to fall back on and the Executive Management Committee will make the decision to allow the Nation back into the project. Captain Janton seconds the motion.

Vote

With 10 User Committee members present, 2 oppose the motion.

Technical Committee

Asst. Chief Bynum agrees with Lt. Sacco’s recommendation and motions on behalf of the Technical Committee. Mr. Martin seconds the motion.

Vote

With 15 Technical Committee members present, 2 oppose the motion.

V. Future Participation of the Tohono O’odham Nation – Impact to Conceptual Design Captain Paul Wilson, Pima County Sheriff’s Department

Captain Wilson explains that his presentation provides a brief outline of site layout, connectivity network and coverage issues regarding the conceptual design of the project. Through the participation of the Nation, the County was to be given access to Kitt Peak and Quijotoa Ridge’s antenna sites. Both sites would have permitted a microwave path across the Nation to connect western Pima County back to radio system controllers in Pima County. The Nation stands to benefit 317 subscriber units and 143 mobile data units for police and fire. Captain Wilson explains that the project would have resulted in improved communications coverage for the public safety community, but this does require a committed business partner who is willing to engage the County in long-term use of properties.

Captain Wilson explains that his concern is that wherever the project builds infrastructure, the County needs to be confident in their ability to provide radio services from those locations for the life of the system. If the County places a transmitter on Kitt Peak or Marana, the owner of that site must allow the County to access that site to service that equipment. MOUs and IGAs solidify those requests.

Tohono O'odham Nation Withdrawal – Technical Design Options

Captain Paul Wilson, PCWIN Project Manager

Review Design Elements

- Site Layout
- Connectivity Network
- Coverage

Design Consideration

- Present and Future Requirements
- Coverage
- Interoperability
- Performance
- Capacity
- Systems Reliability
- Maintainability
- Features
- Cost Factors

Users in Western Pima County

- Pima County Sheriff's Department
- Ajo/Gibson Volunteer Fire
- Why Fire District

Options for Western Pima County

- Dependent System Connected to a System Controller in Tucson
- Independent Stand Alone System
- Expansion of Yuma County System into Western Pima County

Recommendations

Maps

- Countywide Voice Radio Tower Site Layout
- Pima County Site Locations and Connectivity
- Voice System Coverage Predictions (Confidence Peak)
- Voice System Coverage Predictions (Keystone Peak)
- Voice System Coverage Predictions (Ajo Mountain)
- Voice System Coverage Predictions (Three Peaks)
- Arivaca Valley and Haystack would be considered spur sites

Captain Wilson explains that the cost implication is a deduction in the overall projected costs for the radio systems of \$3.3M.

Captain Wilson refers to the Chairman for discussion with Committee members. Mr. Sayers provides an overview of Captain Wilson's options (1-3) to the Committee members for discussion. Captain Wilson suggests that the Committees' discussions focus on the operational and functional aspects of the project and refrain from taking cost into account because the costs given were based on estimates.

Mr. Sayers explains that he doesn't think the Committees are prepared to make any recommendations on a design at this time. Captain Wilson suggests that these design options may be better determined by the vendor community.

Materials provided: Tohono O'odham Nation Withdrawal – Technical Design Options PowerPoint Presentation presented by Captain Paul Wilson, dated June 28, 2007.

**VI. Legacy Systems Cost Survey Spreadsheet
Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson explains that the spreadsheet CTA created to help agencies document current costs to operate, maintain, and replace legacy systems was sent to User Committee representatives with a deadline of June 21st, although a number of surveys have not been returned. The Staff Office will begin making phone calls to check the status of those surveys and Captain Wilson asks that those surveys be returned to CTA as soon as possible. The goal of this task is to take current agency costs and compare them to projected future costs when on the system.

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

**VII. RFP Specifications & Business Plan Report Update
Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson explains that Sections 1-6 (Procurement Policies) was reviewed by Pima County Procurement who provided feedback to CTA for updating. CTA made changes and forwarded those sections back to Procurement for an additional review. Depending on what decisions are made during the Executive Management Committee meeting, both documents may be affected if modifications are needed.

The Business Plan Report is on its third revision and progress is being made. Another meeting will be scheduled to review items within the report. During the Executive Management Committee, Captain Wilson will stress the important issues taken up today; detailing delays the project is facing due to a lack of action on behalf of the Nation. He adds that he hopes to have the Business Plan adopted by the July meeting.

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

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

Mr. Sayers asks if Committee members request agenda items for presentation at the next meeting. He suggests the Committees should meet to brainstorm alternative communications recommendations to present to the Executive Management Committee. Captain Wilson suggests that the Committees wait until the Executive Management Committee has a chance to discuss the issue during their meeting. If additional recommendations are requested, technical workgroups will be tasked to talk with users from western Pima County, Yuma County, PSCC, and DPS to give insight on what to expect from a stand alone system.

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)

TBA

XI. Adjournment

Ms. Joy makes a motion adjourn the meeting and Mr. McNeal seconds the motion. Motion unanimously carries.

Meeting adjourns at 2.50 p.m.

Minutes prepared by: Catherine Hanna