



Dave Freudenthal
Governor

Steve DeCecco
Chairman

State of Wyoming

Public Safety Communications Commission

Meeting June 10, 2008
Albany County Library
Laramie, WY
Minutes

Chairman Steve DeCecco called the Public Safety Communications Commission meeting to order at 10:05 am on June 10, 2008. Chairman DeCecco welcomed those in attendance.

Roll taken and members in attendance:

Steve DeCecco – Game and Fish
Bill Westerfield – State Parks and Cultural Resources
Jerry Kennedy – County Government
Lanny Applegate – Wyoming Fire Marshal
Robert Dean – Department of Health
Danny Glick – Sheriff's Association
Billy Janes – Police Chief's Association
Dave Johnson – Municipalities – Phone Conference
Mark Joiner – Federal Agencies
Kim Lee – Office of Homeland Security
Sam Powell – WYDOT
Jimmy Siler – Wyoming Livestock Board
Lauri Wempen – EMS
Robert Wyatt - Public at Large
John Hartwig – Executive Director PSCC

Members absent:

Kebin Haller – DCI - Excused
Mark Harshman – Wyoming Fire Chief's Association - Excused
Doug Noseep – Tribal - Excused

Others in attendance:

Robert Symons – PSCC Administrative Support
Martin McCoy – WyoLink Support Manager
Robert Wilson – WYDOT
Phil Bond – Motorola
William Walter – FBI
Mike Slifka - FBI
Debbi Serke - Motorola
Dan Perko – WYAPCO – Wyoming Forestry
Wayne Peterson – Motorola
Margaret Spearman - Motorola

Henry Johnson - Motorola
Jime Pond – Albany County Sheriff
David M. Young – Albany County ARES-Races
Ed Lofland – Collins Communications
Greg Ryan – Ryan Electronics.
Jerry Bucher – University of Wyoming
Gwen Smith – Laramie Police Dept
Jim Pobanz - Motorola
Danny Dale - WIRG
Cy Cass – Laramie Fire Dept.
Glen Crumpton – Laramie County Communications Center

Proposed Agenda – Changes, Deletions, and Approval:

The proposed agenda was reviewed. Hearing no changes, other than the numbering of action items, the agenda was approved as submitted

Minutes from September 12, 2007

The draft Minutes from the March 11, 2008 meeting were reviewed. **Commissioner Jerry Kennedy made a motion to approve the March 11, 2008 minutes and Commissioner Jim Siler seconded the motion. The motion was approved on a voice vote.**

Working Group Reports

WyoLink Operations Work Group – Commissioner Jerry Kennedy

The WyoLink Operations Work Group held two meetings this quarter – March 13, 2008 and May 28, 2008.

The March 13th meeting pertained to the Cheyenne Water Tank radio site and was attended by the Cheyenne Board of Public Utilities (BOPU) and Union Telephone. WyoLink will sub-lease through Union Telephone (Union) for access at this site. Everyone attending this meeting worked well together solving various conflicts and developing a workable plan. Any additional lease charges from BOPU to Union would be passed on to WyoLink. BOPU has since decided no charges will be added.

At the May 28th meeting, a report on the current status of the Cheyenne Water Tank site lease was provided, the attorneys are still working on the lease details. This site will need Federal frequencies and those frequencies have not been authorized at this time. We are still hoping on having this site completed this calendar year.

Portable radio coverage testing solutions that Motorola requested were discussed at this meeting. Marty McCoy will develop the testing methodology for portable radio testing by the end of June. Albany County and Platte County would be the first counties for testing and experimental use of WyoLink.

The training program that could be part of the Public Safety Interoperable Communication (PSIC) grant was presented to the work group. The training program may be provided by the Law Enforcement Academy and The Wyoming Fire Marshal's office. There would be three levels of training provided – master instructors, local instructors and end user training.

Two radio sites were authorized to be changed. The Geneva Summit site will be changed to Hell Hole Ridge – this site is in Idaho and the microwave path has been verified. Angle Mountain will be changed to Togwottee Trail Head – this site will provide coverage into Teton County. *A copy of Commissioner Kennedy's report is attached for reference.*

Administrative and Funding Work Group – Commissioner DeCecco

Chairman DeCecco stated the Administrative and Funding Work Group met twice – April 14, 2008 and April 25, 2008 to discuss the second round dispatch center grants. The grant recommendation will be discussed later in this meeting during old business.

Spectrum Work Group and Federal Representative Report – Commissioner Mark Joiner

Commissioner Mark Joiner attended the National Regional Planning Council (NRPC) meeting April 22 & 23, 2008, in Arlington, VA. April 22nd included a presentation on the 700 MHz spectrum frequency repack that was required by the FCC Second Report and Order of August 10, 2007. Wyoming will move from the 25 KHz frequency spacing to the 12.5 KHz frequency spacing and because of this change Wyoming will pick up additional frequencies in the 700 MHz pool.

On April 23rd, Harlan McEwan provided a presentation on the Public Safety Spectrum Trust. Due to the lack of bidders and the minimum bid not met for the 700 MHz public safety spectrum, the FCC is deciding on how to proceed. The proposed Public Safety Network would not have covered Wyoming very well. The area east of the Mississippi would have had excellent coverage and the area west of the Mississippi would have spotty coverage.

The NRPC business meeting was convened on April 23, 2008 and the NRPC is now a non-profit organization. The first order of business was to adopt a Mission Statement and the second order of business was to adopt the NRPC By-Laws.

On the 700 MHz D Block Spectrum Re-Auction, The FCC has adopted and released a Second Further Notice of Proposed Rulemaking on May 14, 2008. The FCC is currently seeking public comment on how the Commission should proceed with the re-auction and licensing of the 700 MHz D Block spectrum while maximizing the public safety and commercial benefits of a nationwide, interoperable broadband network. Interested parties may file comments on the Second Further Notice on or before June 20, 2008. *A copy of Commissioner Joiner's report is attached for reference.*

SALECS Work Group – Commissioner Bill Westerfield

The SALECS Work Group did not meet this quarter.

A copy of the current SALECS statistics are attached for reference.

Interoperability Executive Committee – Commissioner Billy Janes

Commissioner Billy Janes stated the Interoperability Executive Committee met on June 6, 2008 by phone conference to review the 16 WyoLink Applications that have been received since March and two Memorandums of Understanding (MoU) with the US Marshals Service and Forest Service Law Enforcement. The applications and MoUs will be brought up for discussion during New Business.

Executive Committee – Chairman DeCecco

The Executive Committee has not met formally but has had some correspondence via phone and e-mails pertaining to the Letters of Concurrence for FCC frequencies and administrative items.

Staff Reports – Bob Symons

Bob Symons – Administrative Support

The FCC required letters of concurrence has consumed a large amount of time, but the final information has been provided to the FCC. More information on the Letters of Concurrence will be presented later in this meeting.

Mr. Symons and Marty McCoy have been working with the Laramie County public safety agencies, Albany County public safety agencies and Fremont County public safety agencies on developing talkgroup plans for those counties.

Administrative Support Bob Symons attended the Wyoming County Commissioners Association meeting in Buffalo May 1 and 2, 2008. He also presented WyoLink information to the Law Enforcement Administrators meeting in Douglas on April 10th and to the Wyoming Association of Municipalities Public Safety Committee on April 11th.

During the last three months a PSCC Newsletter was developed and distributed and the PSCC and WyoLink web sites have been upgraded.

WyoLink Support Manager’s Report – Marty McCoy

WyoLink is poised for a busy and productive summer construction season. Motorola has two tower crews already working in the state and this will enable the work to be completed quickly.

There has been damage to microwave dishes at Copper Mountain due to being improperly secured to the tower. The WYDOT Microwave and Telecommunications Technicians, Motorola and their sub-contractors are working on assessing and repairing the damage. At this time no time frame has been developed on fixing the problem.

Over this past weekend damage was sustained at the Waltman Hill site to the Wyoming Public TV Network dishes due to the moving of a dish. The Wyoming Public TV Network dishes were repaired with WYDOT equipment and replacement equipment has been ordered.

All of the necessary paperwork, documentation and forms have been submitted to the FCC for our license applications. Several promising applications have been received for the vacant WyoLink Network specialist position and interviews will start on Wednesday, June 11th. Marty hopes to have this position filled by the end of June.

Marty has begun the work on Hell Hole Ridge site in Idaho which will be shared with the State of Idaho. The microwave path between Hell Hole and Sage was verified in late May.

Angle Mountain was ruled out by the Bridger Teton National Forest due to the many restrictions in that area. A replacement site has been identified at the Togwotee Trail Head and Tom Mahon (Wireless Consulting) and Marty will be meeting with the Forest Service on June 30th to discuss this site. The Big Horn National Forest (BHNF) has indicated there could be problems with the Bear Rocks site. Marty McCoy and Tom Mahon will be meeting with the BHNF on July 1, 2008 to discuss the problems and possible solutions. They plan on leaving Sheridan with a workable plan for a site that will fulfill both the BHNF and WyoLink requirements.

Wyoming Highway Patrol and WYDOT maintenance are working towards switching their operations to WyoLink in District 1 and possibly District 3 by October 2008.

Motorola, Cheyenne Fire and WyoLink are working on the Cheyenne Fire 800 MHz site on Fox Farm Road. This site is currently operational as a WyoLink site with two channels operating on WyoLink. Work is continuing on the Cheyenne Fire codeplug and will have them ready when the Laramie County Combined Communications Center (LCCCC) cuts over to WyoLink later this month or early July.

Work is progressing on the dispatch centers in Teton County, City of Powell, Gillette Police Department and Campbell County Sheriff's Office. Platte County Dispatch was cut over and connected to WyoLink this past weekend and is now WyoLink capable.

Marty McCoy is preparing the methodology for portable radio testing that will be used to determine if and where coverage enhancements will be needed. *A copy of Marty McCoy's report is attached to the minutes for reference.*

Commissioner Wyatt offered to attend the Forest Service Meeting in Sheridan on July 1st if Marty felt it would help. Marty indicated that would be a good idea.

Commissioner Westerfield asked about when Platte County will be operational on WyoLink, he is in the process of planning the summer activities for State Parks and the influx of visitors to the State Parks. Before any area can become operational on WyoLink, other than Laramie County, the FCC licenses must be received, the special temporary licenses will not allow the operational use of WyoLink. Commissioner Powell stated that there will need to be a plan developed for the transition to WyoLink by the SALECS users before those users would have dispatchers available on WyoLink. Currently there is one dispatcher that handles the current SALECS users. The SALECS working group needs to work with the Highway Patrol

Dispatchers on a migration plan. Chairman DeCecco assigned this task to the SALECS working group.

Chairman DeCecco asked about the current status of the WyoLink sites and the schedule for bringing sites on-line. Marty McCoy explained the current construction schedule and how it relates to the microwave paths that need to be completed. Mr. McCoy has also developed a plan and schedule on activating WyoLink sites upon the receipt of the FCC licenses. *An updated WyoLink construction map was provided to the Commission and is attached to the minutes for reference.*

Old Business

Frequency Planning – Letters of Concurrence

Administrative Support Bob Symons stated that 211 Letters of Concurrence were sent out on the first round of letters. These letters were sent to all license holders that were within an 80 mile radius of a WyoLink site and either held a license on frequency or an adjacent frequency. Responses were received from 110 license holders on the first round of letters with a “Yes” on concurrence or a “No” on concurrence. A second round of letters was sent to 100 license holders that did not respond to the first round of letters either as a no response or bad address. The addresses were verified by the FCC database. From the second round of letters and some phone calls to non-respondents, a third round of letters was sent out. The third round of letters included the information provided to the FCC as part of the application amendment, including a map of the mobile contours indicating non-interference. The third round of letters was sent to all of the “No” respondents, those license holder that did not respond at all and the bad addresses.

On a phone conference call between the FCC, Motorola and WyoLink, the FCC thanked us for the work that was done on the Letters of Concurrence, the FCC indicated we did a very good job. A copy of the final spreadsheet was sent to the FCC indicating all of the responses to the Letters of Concurrence. A final package has been sent to the FCC by Motorola answering all of the FCC questions on the WyoLink license applications. The Wyoming congressional delegation and Governor Freudenthal have sent letters in support of the WyoLink license applications.

The FCC Public Safety and Homeland Security Bureau has accepted and sent the Part 90 Public Safety licenses to the FCC Wireless Telecommunications Bureau for their review. There are some concerns on the Part 80 Licenses and those are being worked by Motorola. The FCC engineer working the Part 22 licenses has requested some more information from Motorola, but is out of the country until next week. Motorola will be working on his concerns next week.

It is hopeful that the FCC licenses will start arriving very soon.

Dispatch Center Second Round Grants

Bob Symons presented the decision of the Administration and Funding Work Group for the awarding of the second round of dispatch center grants. The Administration and Funding Work Group reviewed some grant models that included flat funding for all counties, population

based models and inverse valuation models and a combination of those models. It was decided that the funding models would include a county –wide funding plan and then divided equally by the number of applying dispatch centers within that county. One of the criteria for the second round included looking at those dispatch centers that are currently consolidated or working toward consolidation.

Some dispatch centers have completed their work and did not use all of the funds that were awarded in the first round. Bob Symons is requesting the final costs associated with those dispatch centers so that a final figure can be determined for the actual amount available for second round grants. The costs associated with a couple of dispatch centers that will be receiving consolletes for wireless connectivity will also need to be determined before the final amounts are calculated.

The Administration and Funding Work Group recommended the second round grants be distributed one-half by an equal portion to each county and one-half by county population (2000 census) to each county and then further divided by the number of dispatch centers in each county that applied for funding. One county, Weston, would receive funding over the amount requested, so that county would only receive the amount of funds requested and the additional funds will be distributed to the other counties. The funds would be distributed to 21 Counties, Johnson County and Laramie County did not apply for second round funding.

Commissioner Bill Westerfield made a motion to accept the recommendation of the Administration And Funding Work Group and distribute the second round grant funds by the one-half flat amount per county and one-half by county population model with Weston County receiving their total requested amount and the additional funds from Weston County distributed to the other counties. The motion was seconded by Commissioner Bob Wyatt. Motion passed on a voice vote. *A copy of the dispatch center second round grant funding model is attached to the minutes for reference.*

Administrative Support Bob Symons requested the Commission to amend all of the current dispatch center grants to allow for the funds to be used by June 30, 2010. **Commissioner Bill Westerfield made a motion to amend all current Dispatch Center Grants and the Second Round Grants to have an expiration date of June 30, 2010. The motion was seconded by Bob Wyatt. Motion passed on a voice vote.**

Public Safety Interoperable Communications Grant

Commissioner Kim Lee stated that the verbal grant award notification has been received by the Wyoming Office of Homeland Security for the Public Safety Interoperable Communications (PSIC) grant. This grant will require 80% of the funds to be passed through to the Counties and that there is a 20% match required for the funds. This will be a one time grant and has a grant period that ends on September 30, 2010. The Wyoming Office of Homeland Security (WOHS) has prepared the grant award agreements to the counties and upon the receipt of the written Grant Award Notification, they will be sent to the counties. These grant funds may be used by the counties for the dispatch center upgrades.

Director Moore has asked the Counties to allow the Wyoming Office of Homeland Security to retain 10% of the funds for a state-wide training program, which will be provided by the Law Enforcement Academy and Wyoming Fire Marshal's Office.

New Business

Approval of WyoLink Membership Applications

Administrative Support Bob Symons recommended the approval of the WyoLink applications that have been received and approved by the PSCC Interoperability Executive Committee. The Interoperability Executive Committee has approved 48 applications for WyoLink. *A copy of the WyoLink Applications spreadsheet is attached to the minutes for reference.*

Commissioner Lanny Applegate made a motion to approve the membership applications recommended by the Interoperability Executive Committee. Commissioner Bob Wyatt seconded the motion. The motion passed on a voice vote.

Membership agreements will be prepared by Administrative Support Bob Symons and sent to the applicants for their signatures upon the approval by the Attorney General's Office.

Approval of WyoLink Memorandums of Understanding with Federal Agencies

Discussion on the Memorandums of Understanding with the United States Department of Justice – United States Marshals Service and USDA Forest Service Rocky Mountain Region Law Enforcement and Investigations.

Commissioner Powell asked about the current status of radio site leasing on Forest Service properties. The leasing of radio sites in the Bridger Teton Forest includes the Salt Pass, Pow-Wow, Snow King, Rendezvous and Togwottee Trail Head Sites. There are two sites on the Big Horn National Forest – Bear Rocks and Dome Peak microwave site. Discussion on the irony of the Forest Service leasing process and the use of the Forest Service on WyoLink. Dan Perko explained the current use of the Forest Service Law Enforcement use of SALECS and the interoperability to local law enforcement agencies.

Commissioner Billy Janes made a motion to approve the Memorandum of Understanding with the U.S. Forest Service Rocky Mountain Region Law Enforcement and Investigations. The motion was seconded by Bob Wyatt. The motion passed on a voice vote.

Commissioner Billy Janes made a motion to approve the Memorandum of Understanding with the U.S. Department of Justice – U.S. Marshals Service. The motion was seconded by Bob Wyatt. The motion passed on a voice vote.

Law Enforcement Communications Commission Rules

Administrative Support Bob Symons provided the Commission with the Law Enforcement Communications Rules. These rules were filed by the commission that predicated

the PSCC. Bob Symons has spoken with the Attorney General's Office and the Secretary of State on rescinding the rules and was told that the State of Wyoming rule making process will have to be used to rescind them. Chairman DeCecco assigned the rules to the SALECS Committee for developing the rules changes.

Election of Officers

Chairman DeCecco stated that he has heard from four commissioners on a desire to hold an office with the PSCC – Mark Harshman, Jerry Kennedy, Kim Lee, and Bill Westerfield. Chairman DeCecco opened the floor for nominations.

Commissioner Applegate nominated Kim Lee for Chairman. Bob Dean nominated Bill Westerfield for Chairman. Being no further nominations, the nominations were closed and a written ballot was distributed. Kim Lee was elected the Chairman of the PSCC

Bob Dean nominated Bill Westerfield for Vice Chairman. Lanny Applegate made a motion for nominations to cease and cast a unanimous ballot for Bill Westerfield. Motion passed, Bill Westerfield was elected the Vice Chairman of the PSCC.

Commissioner Jim Siler nominated Mark Harshman for Secretary. Lanny Applegate nominated Jerry Kennedy for Secretary. Being no further nominations, the nominations were closed and a written ballot was distributed. Jerry Kennedy was elected Secretary of the PSCC.

The PSCC Web Pages will be update to reflect the new PSCC officers.

General Discussion

Kim Lee thanked Chairman Steve DeCecco for his service as the Chairman of the PSCC and the Commission responded with a round of applause.

Next Meeting

Discussion on the next meeting date and location. Chairman DeCecco stated the September 2008 PSCC meeting will be in Sheridan on September 9, 2008. Administrative Support Bob Symons will develop the meeting details and provide those details to the Commission.

Being no further business, Chairman DeCecco requested a motion for adjournment. **Commissioner Jerry Kennedy made a motion to adjourn, seconded by Commissioner Jim Siler. The motion was approved on a voice vote and the meeting adjourned at 12:10 pm.**

Respectfully submitted,

Robert Symons
PSCC Administrative Support

Action Items

1. SALECS migration plan with Highway Patrol
2. Dispatch Center Grant Agreement extensions
3. Dispatch Center Second Round Grant Agreements
4. WyoLink Membership Agreements and Memorandum of Understandings
5. Law Enforcement Communications Commission Old Rules - SALECS
6. Web Site update to reflect new officers

Attachments

1. Commissioner Kennedy's WyoLink Operations Work Group Report
2. Commissioner Joiner's Spectrum Committee Report
3. SALECS Statistics
4. WyoLink Support Managers Report
5. May 19, 2008 WyoLink Site Status Map
6. Dispatch Center Second Round Grant Funding Model
7. WyoLink Applications Spreadsheet