



**Dave Freudenthal**  
Governor

**Kim Lee**  
Chairman

# State of Wyoming

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## Public Safety Communications Commission

Meeting of December 8, 2009

Video Conference and State Library – Cheyenne, WY

Chairman Kim Lee called the Wyoming Public Safety Communications Commission meeting to order at 10:00 am.

**Roll Call and Members in Attendance:**

Kim Lee – Office of Homeland Security - Cheyenne  
Bill Westerfield – State Parks and Cultural Resources - Cheyenne  
Dave Johnson – Municipalities – Cheyenne  
Robert Dean – Department of Health – Cheyenne  
Steve DeCecco – Game and Fish – Rock Springs  
Mark Harshman – Wyoming Fire Chief’s Association - Casper  
Robert Wyatt - Public at Large – Sheridan  
Mark Joiner – Federal Agencies - Lander  
Vernon Hill – Tribal - Lander  
Sam Powell – WYDOT - Cheyenne  
Jimmy Siler – Wyoming Livestock Board – Phone Conference  
Lauri Wempen – EMS – Lander  
Steve Myrum – DCI – Phone Conference

**Members absent:**

Danny Glick – Sheriff’s Association – Excused  
Billy Janes – Police Chief’s Association – Excused  
Lanny Applegate – Wyoming Fire Marshal – Excused  
Leland Christensen – County Government – Excused

**Others in attendance:**

Robert Symons – PSCC Administrative Support  
Martin McCoy – WyoLink Support Manager  
Tim Hibbard - WYDOT  
Phil Bond – Motorola  
Margaret Spearman - Motorola  
Robert Wilson – WYDOT Telecommunications  
Andy Bellendir – WAC  
Wayne Peterson – Motorola  
Paul Card – Dept of Health  
Roger Burr – Dept of Health  
Buckley Thomas – ICE  
Jim Archerd – Office of Homeland Security  
Bill Morse – Wyoming Highway Patrol  
Bill Walter – FBI

Dale Merritt - FBI

**Meeting Agenda:**

Chairman Lee asked for any changes to the draft minutes. Being no comments or changes the minutes were approved as submitted.

**Minutes from September 18, 2009**

The draft minutes from September 18, 2009 were reviewed. **Commissioner Steve DeCecco made a motion to approve the September 18, 2009 minutes. The motion was seconded by Commissioner Jim Siler. The motion passed on a voice vote.**

**Standing Work Group Reports:**

WyoLink Operations Work Group – Mark Harshman

Commissioner Mark Harshman stated the WyoLink Operations Work Group did not meet since September 18<sup>th</sup>. Nothing has been brought forward until yesterday when the tier two site information was received. Mr. Harshman stated his frustration on the time it is taking for the portable expansion site review information to be forwarded to the work group for review.

Administration and Funding Work Group

Chairman Lee stated the Administration and Funding Work Group met on October 26, 2009, to discuss the review of grant applications for portable radio coverage expansion grant. The work group also discussed how to proceed with a proposal from Motorola for the completion of the expansion sites. Mr. Symons stated one application has been received from Laramie. Mr. Symons stated the John Hartwig and himself met with Administration and Information (A&I) Procurement on the possibility of a sole source request. A&I Procurement recommended a Bid Waiver be submitted which will then be approved or not approved by the Governor. The Bid Waiver may be used by the local agencies to use for the purchase of the radio site. Chairman Lee stated the grant funds must be encumbered by June 30, 2010.

Spectrum Work Group – Mark Joiner

Commissioner Mark Joiner stated the Spectrum Work Group has not had any business the past quarter. The Work Group is monitoring the 700 MHz rulemaking by the FCC and when the rules are published, the work group may need to meet to discuss the new rules.

SALECS – Bill Westerfield

Commissioner Westerfield stated the SALECS Work Group met on November 20, 2009 to discuss the cut-over from conventional to WyoLink. Information has been provided on the tasks required for the programming of user radios for WyoLink usage. The Wyoming Office of Homeland Security and WYDOT Telecom are working on a plan to provide the reading of the SALECS users radios in the next couple of weeks in preparation for WyoLink programming.

The cut-over date has been moved from February 1, 2010 to March 1, 2010. The reading of the radios has started in Sheridan and Casper on December 8 and December 9, 2009.

#### Interoperability Executive Committee – Robert Symons

The Interoperability Executive Committee met by phone conference call on December 8, 2009 to review the membership applications, which will be discussed later in this meeting.

#### Executive Committee – Kim Lee

Chairman Lee has nothing to report from the Executive Committee.

#### Staff Reports – Bob Symons

Mr. Symons stated that he was highlighted in the November Statewide Interoperable Coordinators newsletter published by the Department of Homeland Security, Office of Emergency Communications. The Portable Radio Enhancement grant package was sent via email to the County Coordinators, dispatch centers and to the Wyoming Association of Municipalities and Wyoming County Commissioners Association on October 1, 2009. The WyoLink and PSCC web pages have been updated as of December 7, 2009.

Mr. Symons was involved on a phone conference call with Chris Lewis – DOI, NTIA and FCC on December 1, 2009 to correct the differences between the NTIA allocations and the FCC license applications. Some additional comments will be added to the FCC applications to clarify the NTIA assignments, then the NTIA will approve the request and forward to the FCC for the issuance of the licenses for using Federal spectrum. It is hoped that the licenses will be received by the end of December. The Department of Homeland Security, Office of Emergency Communications and Wyoming MOU has been signed. This MOU allows for the sharing of the Federal Spectrum.

A WyoLink presentation was held in Lusk with the Niobrara County public safety agencies. A quick portable radio test was completed after the presentation. Radio usage is non-existent in steel buildings. With the help of the Wyoming Highway Patrol and WOHS radio techs, a portable radio coverage test was performed in Cheyenne with the Water Tank site working. The coverage has improved. Upon the activation of the Cheyenne Water Tank, more testing will be conducted.

The Strategic Plan was delivered to the Governor's Planning Office in October and the PSCC Annual report was delivered to the Governor's Office on October 30<sup>th</sup>.

Marty McCoy and Bob Symons hosted a contingency from Monterey California while they reviewed WyoLink and asked questions. Monterey California is in the process of selecting a vendor to build their system. Mr. Symons attended the Wyoming Transportation Commission in November.

On December 2 and 3, 2009, Mr. Symons attended the Statewide Interoperable Coordinators(SWIC) meeting sponsored by National Governor's Association (NGA) in Boston, MA. Travel costs were provided by the NGA. The meeting included a technical assistance update. Wyoming has asked for assistance on the Communication Asset Survey and Mapping (CASM) software and hosting a Communication Unit Leader (COML) class in March. Mr. Symons is working with the WOHS radio techs on populating the CASM with the local radio system information. This information can then be used for identifying radio systems around the state and developing communication plans for incidents. Information was provided on the National Interoperable Information Exchange (NIIX) which is hosted by the National Public Safety Telecommunications Council (NPSTC). Mr. Symons will provide information on the PSCC website and newsletter on how to access NIIX.

Mr. Symons provided a session on WyoLink and interoperable communications training at the SWIC conference. Goal 2 of the National Emergency Communications Plan (NECP) was discussed. NECP Goal 2 states – *By 2011, 75 percent of non-UASI jurisdictions are able to demonstrate response level emergency communications within one hour for routine events involving multiple jurisdictions and agencies.* Wyoming, through WOHS is required to provide annual updates on the progress of Wyoming toward meeting the NECP.

During the SWIC conference peer to peer sessions included a session with the other states within FEMA Region VIII and then sessions with states outside the FEMA region. Kansas demonstrated the use of MotoBridges being used to connect the conventional interoperability channels in Kansas. The demonstration included passing voice through internet protocols to users in Kansas. The conference also include a roundtable discussion on what and how SWIC's can improve the opportunities to work with each other.

The Regional Emergency Communications Coordination Work Group (RECCWG) activities were discussed. An update was provide on the Federal grants for communications and the 2011 IECGP grant package was received today by WOHS. A session was provided on narrowbanding and that will be discussed later in this meeting.

#### WyoLink Support Managers Report – Marty McCoy

Mr. McCoy stated 41 of the 54 identified core sites are functional, five more sites are constructed and will become operational upon the receipt of FCC licenses and two additional WyoLink sites are under construction and expected to be completed by the end of the year. This will bring the count of operational WyoLink sites to 49, which is over 90% of the identified core WyoLink sites. Three WyoLink sites are budgeted but have not been identified as to their locations, coverage testing will determine the site locations. Five more sites are waiting approval of Special Use Permits from the US Forest Service.

Windy Ridge, Dubois area, was the latest site completed. This site is in operation, but is experiencing interference which reduces its range and effectiveness. Mr. McCoy is working with the Riverton Weather Office to pinpoint and resolve this interference issue. When the interference is resolved, Mr. McCoy will send out the notification of activation.

Three additional portable radio coverage enhancement site prospects in Lusk, Torrington and Wheatland have been completed and will be recommended for approval. The next four sites for consideration are in Douglas, Glenrock, Sheridan and Worland. Mr. McCoy apologized for the time it has taken to review the enhancement sites and will work to provide the reviews as quickly as possible.

At this time 52 agencies are registered to use WyoLink with approximately 3,400 radios on the system. WYDOT, Wyoming Highway Patrol, Laramie County School District, Cheyenne Fire and WOHS are currently using WyoLink on a daily basis.

So far in 2009 the WyoLink system handled 1,832,344 radio calls for a total time on the air of 5,464 hours. During this time only 0.031% of all radio calls received a delay due to system busies. For the September through November time frame, the WyoLink system handled 616,005 radio calls for a total air time of 1,904 hours.

WyoLink has been able to retain Kent Drummond as a Special Classified Employee to help the WyoLink Support Office with codeplug programming. A question was asked about the process for determining site locations for the three sites not identified and if those sites could be used for the portable radio enhancement. The coverage testing will determine the site locations and any core sites not required for mobile coverage may be used for portable coverage. A request was made to develop a matrix on the WyoLink sites, capacity, licensing and the use of federal frequencies. Mr. McCoy will develop a matrix and provide it to the PSCC commissioners. Chairman Lee requested monthly WyoLink usage reports. *WyoLink Support Manager McCoy's report attached to the minutes for reference.*

## **Old Business**

### Portable Radio Expansion Grant

Mr. Symons provided an update on the Portable Radio Expansion Grant. One grant application was received from Laramie on December 4, 2009. This grant appears to include the total cost of the site, including the radio frequency equipment. The grant application does not include an itemization of the costs for the building, tower, generator, and construction costs. The Administration and Funding Work Group will be meeting to discuss the received application. Albany County reviewed their application process and if any decision have been made on the grant amounts and approval. The local agencies are working on determining the prices for the site equipment, which is slowing down the applications being received. If we get a signed bid waiver from the Governor, this will help the local agencies with the costs for the expansion site.

## **New Business**

### Approval of Membership Applications

Mr. Symons presented the list of WyoLink applications which were approved by the PSCC Interoperable Executive Committee on December 8, 2009, the applications are from the following agencies: Collins Communications, Lander Regional Hospital, Cheyenne Regional Medical Center, Cody Police Department, Yellowstone Regional Airport, CSI Radio and Rizzis Automotive.

The PSCC Interoperable Executive Committee recommended the approval of the applications except Rizzis Automotive. The WyoLink Handbook does not include wrecker services within the membership scope. Wrecker services were discussed during the development of the WyoLink Handbook. Discussion on public safety agencies sponsoring private entity's WyoLink applications. The WyoLink Handbook and Application can be changed to reflect adding sponsorships for private entities.

**Commissioner Bob Wyatt made a motion to approve the WyoLink applications recommended by the Interoperable Executive Committee. Commissioner Dave Johnson seconded the motion and the motion passed on a voice vote.** *WyoLink Membership list attached to the minutes for reference.*

### Narrowbanding

Mr. Symons stated the last PSCC Newsletter was dedicated to narrowbanding. As of January 1, 2013, narrowbanding will be required by FCC rules. There are some requirements that are effective on January 1, 2011. The National Public Safety Telecommunications Council (NPSTC) has requested a stay of the 2011 requirements – new or modified applications for wideband licenses, manufacture or certification of wide band equipment and the requirement for equipment authorizations for 6.25 kHz capabilities. The stay asks for all requirements to begin on January 1, 2013.

Keeping the narrowbanding rules in the fore front is important in helping local and state agencies prepare for the transition to narrowbanding. The PSCC needs to help spread narrowbanding information. The PSCC website – <http://psc.wyoming.gov> has narrowbanding information available for downloading. Local and state agencies that migrate to WyoLink but keep their conventional systems operating will need to meet the narrowbanding requirements. Mr. Symons will be developing a narrowbanding fact sheet which be added to the web page and sent out for distribution to local agencies. Discussion on the need to keep conventional radio systems. Paging will have to continue to be performed on conventional radio systems, it is not available on WyoLink. The Wyoming Mutual Aid Channel will be narrowbanded and no decisions have been made on other State systems, WYDOT Maintenance, Highway Patrol and SALECS.

### **General Discussion**

Bill Walter and Dale Merritt with the FBI related an incident and exercise in which WyoLink was used to support their operations. In July the FBI arrested one of the Top Ten Fugitives in the Big Horn Mountains. The TV Show – Top Ten aired in 2008, led to information on the possible where-about of this fugitive. WyoLink provided the communications required between the scene and Casper Incident Command. The NUWAIX exercise provided another successful opportunity for WyoLink. The NUWAIX exercise included operations in Cheyenne and Camp Guernsey. WyoLink was used to communicate between public safety agencies on-scene and by the exercise controllers. The FBI thanked everyone for their support and cited the coverage and dependability of WyoLink for the FBI's usage in Wyoming.

Chairman Lee signed the Memorandum of Understanding (MOU) with the FBI for WyoLink membership. The State has signed MOU's with the Department of Homeland

Security, Office of Emergency Communications for the sharing of Federal spectrum and with the Wyoming Bureau of Land Management for WyoLink membership.

Mr. Symons stated there are agencies in Wyoming using wireless data for public safety use. The Interoperable Executive Committee will be meeting in January to hear about wireless data use and broadband.

Chairman Lee stated the Wyoming Office of Homeland Security is in receipt of the grant package for the 2010 IECGP package and Wyoming's share is \$267,000. This grant is a 75% - 25% match with 80% of the funds being passed through to the counties and tribes. This funding may be used for equipment. The 2010 Department of Homeland Security Grant will have approximately \$6,600,000 for distribution to the counties and tribes, \$1,800,000 is earmarked for law enforcement terrorism prevention planning. The local governments have drawn down about \$1,500,000 Public Safety Interoperable Communications (PSIC) Grant with a balance of \$5,800,000.

Chairman Lee stated that as part of the Governor's budget, he spoke with the Joint Appropriations Committee about WyoLink on Monday, December 7<sup>th</sup>. Approximately 60% of the Homeland Security Grant funds have been spent on WyoLink or interoperable communications. Chairman Lee encouraged the PSCC Commissioners to seek out opportunities to speak on the benefits of WyoLink and the current progress of the system.

#### Next Meeting

Chairman Lee stated the next scheduled meeting of the PSCC will be in March and will be held in Rock Springs or Green River. Mr. Symons will work with Commissioner DeCecco to finalize the meeting details and send the meeting information to the PSCC and public.

Chairman Lee asked if there was any other business to come before the PSCC, being none, Chairman Lee adjourned the meeting at 11:35 am.

Respectfully Submitted,

Robert Symons  
Administrative Support

#### **Action Items**

1. Portable radio enhancement testing documentation
2. Portable Radio Enhancement Grant Applications
3. WyoLink Membership Applications and Membership Agreement
4. Outreach to WyoLink Members and Migration to WyoLink
5. Success Stories
6. Web Site Updates
7. PSCC Newsletter

## **Attachments**

1. WyoLink Support Managers Report to PSCC
2. WyoLink Membership List