



Dave Freudenthal
Governor

State of Wyoming

William Westerfield
Chairman

Public Safety Communications Commission

Meeting of September 15, 2010
Casper College
Casper, WY

Chairman Bill Westerfield called the Wyoming Public Safety Communications Commission meeting to order at 10:05 am.

Roll Call and Members in Attendance:

Bill Westerfield – State Parks and Cultural Resources
Billy Janes – Police Chief’s Association
Mark Harshman – Wyoming Fire Chief’s Association
Dave Johnson – Municipalities
Mark Joiner – Federal Agencies
Steve DeCecco – Game and Fish
Lauri Wempen – EMS - Phone
Steve Myrum – DCI - Phone
Danny Glick – Sheriff’s Association - Phone
Kim Lee – Office of Homeland Security- Phone
William Morse – WYDOT - Phone

Members absent:

Lanny Applegate – Wyoming Fire Marshal - Excused
Vernon Hill – Tribal - Excused
Jimmy Siler – Wyoming Livestock Board - Excused
Robert Wyatt - Public at Large - Excused
Robert Dean – Department of Health – Excused
John Hartwig – Executive Director - Excused

Others in attendance:

Robert Symons – PSCC Administrative Support
Martin McCoy – WyoLink Support Manager
Phil Bond – Motorola
Margaret Spearman - Motorola
Robert Wilson – WYDOT Telecommunications
Wayne Peterson – Motorola
Bill Walter – FBI
Dan Perko – Wyoming Forestry
Dan Kimpe – Motorola
Carl Freeman – Fremont County

Paul Newman – Motorola
Brian Eggleston – DCI
Andy Bellendir – Wireless Advanced Communications
Mike Mullarkey – Wireless Advanced Communications
Jerry Endersen – Mills police Department
Mark Sexton – Progressive Marketing
Andy Hentzen – Mills Fire Department
Don Casper – Uinta County
Jerry Glascock – Sweetwater Sheriff’s Office
Ted Higgins – ComTech

Meeting Agenda:

Chairman Westerfield asked for any changes to the draft agenda. Commissioner Dave Johnson requested the addition of a discussion on the 2011 Legislative Session. **Commissioner Dave Johnson made a motion to approve the agenda as amended, seconded by Commissioner Mark Harshman. Motion passed on a voice vote**

Minutes from June 8, 2010

The draft minutes from June 8, 2010 were reviewed. **Commissioner Mark Harshman made a motion to approve the June 8, 2010 minutes. The motion was seconded by Commissioner Steve DeCecco. The motion passed on a voice vote.**

Standing Work Group Reports:

WyoLink Operations Work Group – Mark Harshman

Commissioner Mark Harshman provided a report of the joint WyoLink Operations Work Group and Interoperability Executive Committee meeting held on September 10, 2010 in Wheatland. The Committees received an update on the Federal frequency request for four WyoLink sites and on the Department of Interior Innovations and Efficiencies Team (DIET) work in Wyoming. (An update will be provided during the Administrative Support’s report to the PSCC).

There was discussion on the interoperability with WyoLink and the use of the Multiple Agency Talkgroups (MAT) and the County Agency Talkgroups (CAT). The committees are recommending the development of training scenarios for tabletop exercises on the use of the MAT and CAT talkgroups. The training program being provided in Wyoming is in need of a review and the Committee’s are working on setting up a session with the instructors to review and update the current training program.

The Committees reviewed the membership applications received since June 2010. The committees approved a motion to accept the applications, with the exception of the Western Wyoming Community College which was tabled for more information, and forward the applications to the PSCC for approval. The Membership application list was reviewed and the

committees passed a motion to recommend to the PSCC the applicants that have not completed the application process be given a 30 day notice to complete the process or their applications will be removed from the list and those applicants will have to reapply for membership. No codeplugs will be developed for those agencies.

The Committees heard a report on the Wyoming Broadband study being conducted by Link Wyoming presented by Robert Wilson. The committees approved a motion to forward to the PSCC to sponsor a public safety survey on mobile broadband in Wyoming.

An update was provided on the current status of the portable coverage enhancement project and the project is moving forward with the development engineering plans for some of the approved sites. Marty McCoy also provided a report on the Halleck Ridge site.

Administration and Funding Work Group – Bill Westerfield

The Administration and Funding Work Group did not meet the past quarter.

Spectrum Work Group – Mark Joiner

Commissioner Joiner stated the Spectrum Committee did not meet but Mark Joiner did participate in the WyoLink Operations and Interoperability Executive meeting on September 10th. There is spectrum available in the 800 MHz and 4.9 GHz bands that could be used for broadband uses. Mark Joiner will develop a report on the National Broadband Plan and the spectrum for the development of mobile broadband in Wyoming.

SALECS – Steve DeCecco

Commissioner DeCecco noted the SALECS Work Group met on September 14, 2010. The SALECS talkgroups and the Agency talkgroups usage were discussed. A detailed discussion on scanning on WyoLink was provided for clarification on what is available and concerns that users should know about scanning. There are many solutions that could be used to help alleviate the problems agencies are having with interoperability and the SALECS Work Group will continue to develop protocols on interoperability. The SALECS Work Group also discussed the training and supports the efforts of the WyoLink Operations Work Group on reviewing and modifying the training program and the interoperability training.

The SALECS agencies are seeing a growth in the use of SALECS on WyoLink and there are many reports on the improved coverage and clarity provided by WyoLink. The migration to WyoLink has caused some problems with interoperability with agencies that have not migrated to WyoLink and more information is needed to help with the interoperability issues.

Interoperability Executive Committee – Billy Janes

Commissioner Janes stated the Work Group met with the WyoLink Operations Work Group and he agreed with Commissioner Harshman's report and had nothing further to add.

Staff Reports – Bob Symons

Administrative Support Symons provided a report on his activities for the past quarter. Chris Lewis, Department of Interior, has been working with WyoLink on the Department of Interior Innovations and Efficiencies Team (DIET). This program is a review of the current DOI communications system usage in Wyoming including all of the DOI radio sites. The DIET review includes the current status of the DOI radio sites and what it would cost to update the sites to current standards and how much it costs to operate the sites compared to using WyoLink. This review may provide Wyoming the opportunity to acquire DOI radio sites and provide additional spectrum. The DIET report should be available in draft form by the end of October. Chris Lewis has been very helpful with Wyoming's request for Federal spectrum and working with us to improve WyoLink. Wyoming has submitted a Federal Frequency request for five channel pairs at Hell Hole Ridge, Pinkham Mountain, Duncan Lake and Angles Trailhead.

Mr. Symons spent a few days with WyoLink Support and Motorola on reviewing potential portable enhancement sites in Worland, Thermopolis, Riverton, Lander, Rawlins and Laramie. The local agencies in these communities were briefed on the portable expansion project and the expectations of the local agencies. A schedule was developed for the surveying and soil sampling at the potential sites that have approved leases. Some more portable coverage testing may be needed at some of the potential portable enhancement sites to verify the need for the site.

Mr. Symons stated his office has moved within the Emerson Building, he is now located on the northwest corner of the Emerson Building on the second floor, room 203A. Mr. Symons is continuing the work with Counties on the development of migration plans and talkgroup plans for migration to WyoLink. Fourteen of the twenty three counties have talkgroup plans completed or in development. Some agencies may migrate after the development of the portable enhancement sites in those communities.

WyoLink Support Managers Report – Marty McCoy

WyoLink currently has 48 of the 55 identified core sites functional. Two additional sites may be completed this year. That will bring total operational core sites to 50 or over 90% of the identified sites. WyoLink is waiting on US Forest Service approval of Special Use Permits for three more sites at Angles Trailhead, Duncan Lake and Pow Wow. WyoLink expects construction to begin on three of the five pending sites by the end of 2010. Marty is working with the BLM on a permit for the Elk Mountain site at Halleck Ridge. A Category three archeological review will be required, but should not pose any problems.

The WyoLink Support Office, along with the Wyoming Office of Homeland Security and local agencies on the portable coverage enhancement sites with detailed design work beginning on Torrington, Rawlins, Lander and Laramie. Marty McCoy and Bob Symons are working with local agencies to address issues with site leases as questions arise.

During the week of September 6th, Rob Wilson, Bob Symons, Larry Sheridan and Marty met with Motorola to discuss Lifecycle Management, WyoLink support issues and the possibility

of an upgrade to WyoLink system software to keep WyoLink system current. Marty McCoy will provide the PSCC with his recommendations when more information is available.

About 73 Federal, State and Local agencies are now registered to use WyoLink with approximately 5800 radios on the system. At least 10 agencies are using WyoLink for daily operations. WyoLink continues to work with agencies to create codeplugs for their radios. 3,714 codeplugs have been created by the WyoLink Office this year. There are currently 236 on the schedule for WyoLink to complete and 750 are on the schedule for WAC to complete for Albany County.

The WyoLink system handled 4,359,502 radio calls with a total air time of 13,900 hours (579 days) for the first eight months of 2010. Busy indications remain at an insignificant 0.051%. *WyoLink Support Manager McCoy's report to the PSCC is attached to the minutes for reference.*

Old Business

Portable Radio Expansion Project

Mr. Symons stated that as WyoLink works with Motorola on the development of Portable Coverage Expansion sites, he is reviewing the potential of the local agencies using Homeland Security grant funds to help with cost sharing on the construction of the sites. Signed agreements have been received from Laramie and Torrington. Natrona County is moving forward with the conversion of the Natrona County 800 MHz to WyoLink and maintaining the 800 Mhz.

New Business

Approval of Membership Applications

Commissioner Harshman related the Interoperability Executive Committee and WyoLink Operations approval of the applications presented on the WyoLink Applications spreadsheet dated September 9, 2010. There are two applications that had further discussion, Bighorn Airways and Western Wyoming Community College. Bighorn Airways is requesting membership with the sponsorship of the Wyoming Game and Fish Department. Bighorn Airways is a contractor to Game and Fish for aircraft operations. The application is recommended to be approved with a restriction to the use of WyoLink to be used only for operations involving work with public safety agencies and not for private use by Bighorn Airways. Game and Fish is submitting a letter of sponsorship for Bighorn Airways. The WyoLink Membership Agreement will state the restrictions on use and future WyoLink Handbook revisions will address this issue.

The work groups tabled the Western Wyoming Community College application requesting additional information on the application, was the request for campus security or physical plant use also? The application was for campus security and campus maintenance programs. Mark Harshman has been invited to attend a meeting of the community colleges and WyoLink will be discussed during that meeting. Further discussions with Western Wyoming Community College will be held before removing the application from the table.

Commissioner Mark Harshman made a motion to approve the WyoLink applications recommended by the Interoperable Executive Committee with the exception of Western Wyoming Community College which was tabled and the Bighorn Airways membership will include restriction on use of WyoLink to those times while working for other WyoLink members. Commissioner Dave Johnson seconded the motion and the motion passed on a voice vote. *WyoLink Membership list is attached to the minutes for reference.*

WyoLink Membership Agreements

Bob Symons led a discussion on the WyoLink membership process. The WyoLink membership spreadsheet indicates the applicant, date of approval by the Interoperability Committee, date of approval by the PSCC, date agreement was sent to Attorney General's office for review, date the agreement was sent and the date of final signature. The Attorney General's office requires all agreements to include the names of the signatories to the agreement. Acquiring the names of the agreement signers is sometimes difficult to acquire. The follow-up to the agreements takes time and there are many agreements that have been sent for signing and have not been returned.

The WyoLink Operations and Interoperability Work Groups made a motion to require a 30 day limit completing the membership process. Mr. Symons requested a 30 day limit for providing the names for the agreement and 30 days for signing the agreement.

Commissioner Mark Harshman made a motion that applicants have 30 days from being notified of the request for WyoLink Agreement signature names and 30 days to complete the signing of the WyoLink Membership Agreement after receipt of the agreement. Failure to complete the time frames will result in removal from the approved WyoLink membership list and the agency will be required to re-apply for membership. Commissioner Dave Johnson seconded the motion and the motion passed on a voice vote.

Broadband in Wyoming

Robert Wilson and Jim Hines, Link Wyoming, provided an overview on the current activities in Wyoming on studying mobile broadband in Wyoming. The Joint WyoLink Operations and Interoperability Executive Committee approved a motion to request the PSCC sponsor a Link Wyoming public safety broadband survey. A Link Wyoming website has been created at www.linkwyoming.org. Link Wyoming is working through a grant provided by the Department of Commerce for the development of a map of current broadband in Wyoming and development of a broadband plan for Wyoming. The Wyoming CIO's office is the lead agency for the State of Wyoming on the broadband plan and they have created a planning advisory work group. Public safety does not have a formal representative on the planning work group.

There is currently a plan to have regional planning meetings in Wyoming and a survey on the current and future uses of mobile and fixed broadband. Link Wyoming and the planning advisory work group were looking for a way to involve public safety in the planning process and the survey was developed as a means to involve public safety.

The partnership between the PSCC and Link Wyoming would be to send the survey information to the public safety agencies in Wyoming through the PSCC contact lists and request the help of the public safety organizations to pass the information to their members. The goal is to have as many agencies as possible complete the internet based survey so the data is complete and accurate. The survey information will be provided back to the PSCC. The survey time frame target would be October and November 2010. The PSCC Administrative Support would encourage the support of the Wyoming Fire Marshal's Office, Wyoming Association of Sheriffs and Chiefs of Police, Department of Health EMS Office and provide a listing of the agencies through the WyoLink email lists.

Commissioner Billy Janes made a motion the Public Safety Communications Commission sponsor the Link Wyoming public safety broadband survey. The motion was seconded by Commissioner Mark Harshman and the motion passed on voice vote.

Annual Report to the Governor

Bob Symons reported the annual report to the Governor is due by the end of October and requested the process used in the past be used again this year. Bob Symons would create a draft annual report, the Administration and Funding Work Group would review the report prior to sending to the full PSCC for their comments and then the final report would be delivered to the Governor. Chairman Westerfield noted the process used in the past will be used this year. The future section of the annual report will include a section on broadband.

Work Group Assignments

Bob Symons provided a listing of the draft listing of the PSCC work group members and Mr. Symons is requesting the chairman's approval of the work group assignments. It was recommended the Wyoming National Guard have a representative on the WyoLink Operations Work Group. Discussion on the County Government PSCC Commissioner vacancy. Mr. Symons has been working with the County Commissioners Association to recommend to the Governor a representative to the PSCC. Chairman Westerfield approved the appointments to the work groups. *A copy of the PSCC roll call document with the work group assignments is attached to the minutes for reference.*

General Discussion

Legislative Session WyoLink Demonstration

Commissioner Dave Johnson led a discussion on the PSCC sponsoring a Legislative demonstration of WyoLink when the legislature convenes in January. The demonstration would be to educate the next legislature on WyoLink. The last demonstration was held three years ago. The suggestion was to schedule the demonstration early in the session, upon the daily adjournment, in the Capitol. Wyoming APCO will be asked to co-sponsor the demonstration. The demonstration would be with portable radios and would demonstrate the effectiveness of the portable enhancement project and using the different vendor portable radios that are working on WyoLink. The Transportation Committee is the lead Legislative Committee which reviews

WyoLink. The WyoLink Operations Work Groups would be the appropriate PSCC work group to develop the demonstration.

Commissioner Bill Janes made a motion the PSCC provide a demonstration of WyoLink to the Wyoming Legislature in January 2011. The motion was seconded by Commissioner Dave Johnson and passed on a voice vote.

Bendix King Radios

Commissioner Harshman led a discussion on the Bendix King radios that are now being offered in Wyoming and meet the requirements for listing on the approved WyoLink Equipment list. There are concerns about how Bendix King will treat the agencies that purchased Bendix King radios with the expectation the radios would be compatible and useable on WyoLink. Bendix King decided to change the radio platform and the older Bendix King radios are not WyoLink compatible. Bendix King has not made a decision on how they are going to treat the agencies which purchased the radios and how they are going migrate those agencies to the new platform. It is felt Bendix King needs to resolve the issue with the local agencies or be removed from the approved list. Chairman Westerfield and Bob Symons will meet to discuss this issue.

WyoLink

Chairman Westerfield stated that as the construction of WyoLink is being completed, WyoLink needs to move from construction to operations with an emphasis on the needs of the members and how the operations of WyoLink may be improved including training, WyoLink services, scanning and interoperability between agencies.

Next Meeting

Chairman Westerfield stated the next scheduled meeting of the PSCC will be in December and will be a video conferencing meeting with a public session in Cheyenne. Mr. Symons will work with Chairman Bill Westerfield to finalize the meeting details and send the meeting information to the PSCC and public.

Chairman Westerfield asked if there was any other business to come before the PSCC, being none, Chairman Westerfield adjourned the meeting at 12:05 pm.

Respectfully Submitted,

Robert Symons
Administrative Support

Action Items

1. Portable Radio Enhancement Project
2. WyoLink Membership Applications and Membership Agreements
3. WyoLink Membership Process Tracking
4. Annual Report to Governor
5. WyoLink Presentation to Legislature

Attachments

1. WyoLink Support Managers Report to the PSCC
2. WyoLink Membership List
3. PSCC Roll Call with Work Group members