State of Wyoming

Public Safety Communications Commission

Meeting of September 6, 2012
Best Western "The Inn" and Phone Conference
Lander, WY

Chairman Harshman called the Wyoming Public Safety Communications Commission meeting to order at 10:00 a.m.

Roll Call and Members in Attendance:
Mark Harshman — Wyoming Fire Chief's Association
Lauri Wempen — EMS
Dave Johnson — Municipalities
Bill Morse — Wyoming Highway Patrol
Lanny Applegate — Wyoming Fire Marshal
Robert Wyatt — Public at Large - Phone
Vernon Hill — Tribal
Steve Myrum — DCI - Phone
Jerry Kennedy — County Commissioner
Kim Lee — Wyoming Office of Homeland Security
Jimmy Siler — Wyoming Livestock Board - Phone
Billy Janes — Police Chief's Association - Phone
William Walter — FBI
Skip Hornecker - Sheriffs

Members Absent:
Steve DeCecco — Game and Fish - Excused
Bill Westerfield — State Parks and Cultural Resources – Excused
Robert Dean — Department of Health - Excused

Others in Attendance:
Robert Symons — PSCC Administrative Support
Martin McCoy — WyoLink Support Manager
Robert Wilson — WYDOT Telecommunications – Conference Call
Carl Freeman — Fremont County Sheriff's Office
Paul Newman - Motorola
Neil Clatworthy – Motorola
Patrick Flynn – DHS-JWPMO
Steve Zimmerman – Cheyenne Fire/Rescue
Shelly Kirchhefer – Goshen County EMA
John Zeigler – Carbon County EMA
Tony Niemiec – RRT-4
Lyle Armstrong – Rock Springs Fire Dept

Taylor Jones – Rock Springs
Leeland Reese – RRT 4
Scott Palson – RRT 4
Dan Hawkins – DHS-OEC Regional Coordinator
Carol Herrmann – Clark Radio Electronics
Nathan Smolinski – WYDOT Telecom
Don Dorn – SERC
Clay Fuller – Wyoming Military Department

Meeting Agenda:
Chairman Harshman asked for any changes to the draft agenda. Broadband was added to the Standing Reports. *Dave Johnson made a motion to approve the agenda as submitted, it was seconded by Skip Hornecker. Motion passed on a voice vote.*

Minutes from June 21, 2012:
Chairman Westerfield asked for discussion on the June 21, 2012 minutes. *Lanny Applegate made a motion to approve the March 14, 2012 minutes and the motion was seconded by Jerry Kennedy. The motion passed on a voice vote*.

WyoLink Operations Work Group-Bob Symons

The WyoLink Operations Work Group met by phone on September 4, 2012 to review the WyoLink Applications. The membership applications approvals will be discussed during New Business.

Executive Board – Mark Harshman

Mark Harshman stated the Executive Committee met on August 20, 2012. Bill Westerfield provided an update to Chairman Harshman on the current activities of the PSCC. The WYDOT WyoLink budget was reviewed and will be discussed during Old Business.

Spectrum Work Group

No Report.

SALECS-Steve DeCecco

No Report

Interoperability Executive Committee-Billy Janes

No Report

Broadband Work Group – Steve Myrum

The Broadband Work Group met on September 4, 2012. The FirstNet Board was appointed on August 20, 2012 with Samuel Ginn as the Chairman. The FirstNet Board will be meeting soon to

develop their By-Laws and to develop and organization. The States are waiting on the decisions of the FirstNet Board to develop a strategy to move forward. The Work Group will be creating an inventory asset and the State may have to create Non-Disclosure Agreements in order to gather the pertinent information. Outreach with the local areas and agencies is being developed. The Work Group will be looking for a single point of contact from each county to assist in the development of an asset inventory and local broadband uses and needs. The Attorney General's Office is reviewing State Statutes on who the appropriate agency for the broadband initiative. The Work Group is looking into educational activities with government and public safety organizations.

Staff Reports-Bob Symons

Bob Symons reported that he assisted with the Wyoming Office of Homeland Security annual report. Bob served as a Communications Unit leader for the Little Boxelder Fire in Converse County.

The FEMA Region 8 Regional Emergency Communication Coordination Work Group (RECCWG) met in Park City Utah, August 22 & 23, 2012. Kim Lee is also a member of the RECCWG but was unable to attend the meeting. The RECCWG discussed the Nationwide Public Safety Broadband Network and FirstNet. There was a good presentation on ham radio use for emergency communications and a demonstration of an unmanned aerial system for use by public safety.

Bob Symons has spent time learning about broadband and what Wyoming will need to complete for a Wyoming Broadband Plan. Guy Cameron and Bob Symons met with Verizon and Motorola to gather more information on Long Term Evolution (LTE) and broadband. There are a number of organizations working on broadband and Mr. Symons is working to stay ahead of the curve on the information. The PSCC Broadband Work Group has a good representation from public safety at all levels of government, information technology, state agencies, Attorney General's Office, Municipal government, public works, Public Service Commission, and Tribal. The Work Group is working with the County Commissioners to have a representative from that organization.

WyoLink Support Managers Report-Marty McCoy

Marty McCoy stated that as of September 6, 2012 there are 60 WyoLink sites in operation, Duncan Lake became operational on September 5th. There are currently 6 additional sites under construction, which should be completed during 2012.

WyoLink is looking at possible alternatives to the Pow Wow site due to the anticipated high cost, approximately $5.5 million for construction and the high cost of maintaining the site. Three possible general locations under consideration are Black Mountain, Idaho, Snake River Canyon and the Bondurant area. The study includes a review of the available funding for construction. WyoLink is continuing the work with the Forest Service, Grand Teton National Park and Union Wireless for a WyoLink site in the northern Teton County area.

Federal frequencies for Hell Hole and Pinkham have been obtained and the FCC application was submitted on July 27, 2012. WYDOT telecom and WyoLink are tracking the license application. The combining equipment for these two sites have been ordered and scheduled to be shipped on September 7th.

The Portable Coverage Enhancement site at Douglas is under construction. Gillette, Rawlins and Sheridan sites have been designed, pre-construction meetings held, and the permitting is progressing. The buildings and towers for Gillette, Rawlins and Sheridan have been ordered.

The WyoLink upgrade from Version 7.2 to Version 7.7 was completed during the weeks of August 20th and August 27th. WyoLink is operating on Version 7.7 and is scheduled to undergo the final upgrade to Version 7.11 in the first part of October. When the schedule is finalized, the outages will be sent to the users via GovDelivery.

About 80 agencies are now using WyoLink and there are approximately 14,100 radios on WyoLink. During a typical day there are 2300 to 2700 radio affiliated on the system. To date this year, some 3120 codeplugs have been created with another 523 currently on the schedule. The average wait for codeplugs is four weeks and the projected wait for new codeplugs is about 6 weeks, due to the upgrade of WyoLink. The WyoLink Support Office is working to reduce the codeplug development time.

WyoLink continues to track WyoLink performance on a daily basis to ensure the system continues to operate at its best. WyoLink is continuing the coverage testing and working with WYDOT GIS program to display the testing results in an understandable form by the end of September.

WYDOT and WyoLink have prepared and submitted the budget request for the Software Upgrade Agreement to keep WyoLink at the most current operating version. The Monthly Status Meeting is usually held the last Monday of the month and the agenda and minutes are an excellent source of information. If anyone would like to added to the distribution list, contact Marty McCoy.

To date in 2012 the WyoLink system handled 12,149,491 radio calls. Busy indications have been 0.008% of total call time system wide and WyoLink reliability has been 99.9%.

There was some discussion on the codeplug development timing. Are there other resources that may be used to help reduce the codeplug development time? Marty is working with private sector resources to bring the time down to a reasonable time. The Wyoming Office of Homeland Security has offered to allow their radio techs to help with the codeplug development.

A question on the Portable Coverage Enhancement sites pertaining to the number of sites still under consideration. Mr. McCoy stated there is design work being completed on a site in Green River and an upgrade to the site at McCullough Peaks to provide WyoLink coverage in Park County and Big Horn County.

Chairman Harshman requested an update of the coverage testing at the December 2012 PSCC meeting. The update should include a plan for covering those areas without current coverage. Is there only one coverage test set? Yes, there is one test set and depending upon the coverage from multiple sites the same road may have to be driven once for each site. The current cost for a test set is $28,000. There was discussion on the testing method and how multiple test sets could reduce the amount of testing time each area. WYDOT does not have additional test sets in their current budget and will have to check on potential funding sources.

Marty McCoy met with Tribal authorities on the concerns in the Fort Washakie and Ethete areas on September 5th. Marty will be working with Motorola and the Tribes to develop a testing plan to identify the problems and identify solutions.

There have been instances of WyoLink users having coverage and then not having coverage some time later. WyoLink tries to duplicate the problem to identify what the cause may be. If any agency has like problems, please call the WyoLink Support Office at 307-777-4885 to report problems. Mr. Symons was asked to send a reminder note to all agencies with the WyoLink Support Office contacts.

Old Business:

WyoLink Supplemental Budget Request

Bob Symons reported the 2014 supplemental budget request for $1,530,000 to fund the first year of a Software Upgrade Agreement has been submitted to the Governor's Office. This Software Upgrade Agreement will provide an upgrade to WyoLink from Version 7.11 to Version 7.13 and keep WyoLink at the most current operating version. The Department of Enterprise Technology Services has agreed with the budget request. An email with the supplemental request was sent to the PSCC for their comments. WYDOT has requested the PSCC support the WyoLink budget request. **Bill Morse made a motion the PSCC support the WyoLink budget request and send a letter to WYDOT affirming the support. The motion was seconded by Dave Johnson and passed on a voice vote.** Bob Symons will work with Chairman Harshman to draft the letter and send to WYDOT.

New Business

Approval of Membership Applications

Mr. Symons stated there are ten applicants for WyoLink membership – DHS-Federal Protective Services, Northern Wyoming Community College Police, Uinta County sheriff's office, Evanston Police Department, Lyman Police Department, Uinta County Fire Protection, Uinta County Ambulance, Uinta County Emergency Management, Sweetwater School District #2 and Fremont County School District #24. . The WyoLink Operations Work Group reviewed the applications and recommend approval by the PSCC. ***Bob Wyatt moved to approve the WyoLink applications. Lauri Wempen seconded the motion. The motion was passed on a voice vote.***

Statewide Communication Interoperability Plan Implementation Report

Bob Symons introduced the Wyoming Statewide Communication Interoperability Plan (SCIP) Implementation Report for 2012. Mr. Symons requested the Interoperability Executive Committee meet and work through the implementation report. The report is due by the end of September.

Work Group Assignments

Chairman Harshman led a discussion on the work group assignments. The work group assignments are:

Executive Committee – Mark Harshman, Dave Johnson, Jerry Kennedy, and William Westerfield

Administration and Funding - Mark Harshman, Dave Johnson, Jerry Kennedy, Cindy DeLancey – County Commissioners Association and Kevin Hibbard – WYDOT Budget Officer

WyoLink Operations Work Group – Jerry Kennedy – Chairman, Bob Wyatt, Skip Hornecker, Lauri Wempen, Dave Johnson, Bill Morse, Vernon Hill, Dan Perko – State Forestry & WYAPCO, Patty Bauer – Highway Patrol Dispatch, Jim Archerd – Homeland Security, Robert Wilson – WYDOT Telecom, Brian Eggleston – DCI, Dave Riegert – Wireless Advanced Communications, Carl Freeman – Fremont County Sheriff's Office and Martin McCoy – WyoLink Support Manager

Spectrum Work Group – William Walter – Chairman, Larry Sheridan – WYDOT Telecom and Robert Wilson – WYDOT Telecom This work group also consists of the 700 MHz and 800 MHz Regional Planning Committees.

Inter-Operability Executive Committee – Billy Janes – Chairman, Steve Myrum, Lanny Applegate, Bob Dean, Lauri Wempen, Skip Hornecker, William Walter, Craig Post – Com Tech, Jim Archerd – Homeland Security, Robert Wilson – WYDOT Telecom, Bryan Morehouse – Goshen County Sheriff's Office, Major Eric Green – Wyoming Military Department, Carl Freeman – Fremont County Sheriff's Office and Martin McCoy – WyoLink Support Manager

SALECS - Steve DeCecco – Chairman, Jimmy Siler, William Morse, William Westerfield, Patty Bauer – WYDOT and Larry Sheridan - WYDOT Telecom

General Discussion

Patrick Flynn – Department of Homeland Security – U.S. Customs and Border Protection – Joint Wireless Program Office – Communications and Outreach Director. This office develops the strategy for tactical communications with the Federal government. Interoperability is the primary focus of this office. Broad Area Agency announcement to seek information on codeplug development and how audio, video and broadband may be used to assist federal agencies. This agency is very involved with FirstNet and the nationwide public safety broadband plan.

Dan Hawkins – Department of Homeland Security – Office of Emergency Communications – Region 8 Coordinator. Broadband is a high priority within the DHS-OEC. Mr. Hawkins was able to provide the regional Statewide Interoperable Coordinators with the NTIA State and Local Implementation Grant Program presentation provided by NTIA at the August APCO Convention. National Public Safety Telecommunications Council is currently working on finalizing a statement of requirements for the nationwide public safety broadband network which will be provided to FistNet. Mr. Hawkins will be meeting with Mr. Symons on the DHS-OEC Technical Assistance which DHS has decided to fund. Wyoming requested five programs – Wireless Broadband Systems Support, AUXCOMM training for ham radio operators, Tactical Interoperable Communications Field Operations Guide Development, Communication Asset Survey and Mapping Support and Communication Unit Planning and Policies.

PSCC Annual Report - Chairman Harshman asked about the PSCC annual report to the Governor. The report is due by the end of October. Mr. Symons will work with the Executive Committee to

develop a draft, which will then be sent to the PSCC for their comments. Upon the review by the PSCC, the final report will then be sent to the Governor's Office.

Carl Freeman – Fremont County Sheriff's Office Communications related how well WyoLink and incident communications worked for an incident in northeast Fremont County. There were three counties involved in the incident and interoperable communications was very good with extensive use of WyoLink.

Next Meeting

The next meeting will be a video conference meeting in December. Mr. Symons will work with Chairman Harshman and Wyoming Video Conference System to schedule a December PSCC meeting.

Being no further business, Chairman Harshman adjourned the meeting at 11:40 a.m.

Respectfully submitted,

Robert Symons
Statewide Interoperable Coordinator
PSCC Administrative Support

Action Items

1. Coverage Testing Report
2. WYDOT Budget Letter
3. Annual Report to Governor