



Matthew H. Mead
Governor

Mark Harshman
Chairman

State of Wyoming

Public Safety Communications Commission

Meeting of December 5, 2013
Rogers Building and Phone Conference Call
Cheyenne, WY

Mark Harshman called the Wyoming Public Safety Communications Commission meeting to order at 10:03 a.m.

Roll Call and Members in Attendance:

Mark Harshman — Wyoming Fire Chief's Association - Phone
Dave Johnson — Municipalities
Jim Latta — County Commissioner - Phone
William Walter — FBI
Skip Hornecker — Sheriffs - Phone
Steve DeCecco — Game and Fish – Phone
Bill Westerfield — State Parks and Cultural Resources
Robert Dean — Department of Health
Capt. Perry Jones – Wyoming Department of Transportation
Brian Eggleston – DCI - Phone
Robert Johnston – EMS - Phone
Robert Wyatt — Public at Large - Phone

Members Absent:

Billy Janes — Police Chief's Association - Excused
Lanny Applegate — Wyoming Fire Marshal - Excused
Kim Lee — Wyoming Office of Homeland Security - Excused
Jimmy Siler — Wyoming Livestock Board - Excused
Vernon Hill — Tribal - Excused

Others in Attendance:

Robert Symons — PSCC Administrative Support
Martin McCoy - WyoLink
Ken Schultz – WYDOT - Phone
Dan Wilson – BLM
Paul Newman – Motorola
Jim Pobanz – Motorola
Dan Perko – WY State Forestry
Neil Clatworthy – Motorola
Marian Schulz – Motorola
Wayne Peterson – Motorola
Troy Babbitt – State of Wyoming
Dan Hawkins – DHS-OEC - Phone

Meeting Agenda:

Chairman Harshman asked for any changes to the draft agenda. Hearing none, the agenda was approved as submitted.

Minutes from September 13, 2013:

Chairman Harshman asked for discussion on the September 13, 2013 minutes. *Bob Wyatt made a motion to approve the September 13, 2013 minutes and the motion was seconded by Brian Eggleston. The motion passed on a voice vote.*

WyoLink Operations Work Group - Brian Eggleston

The WyoLink Operations Work Group met by phone on December 4, 2013 to review the WyoLink Applications and WyoLink busy reports. The WyoLink applicants are: Sheridan Area Rural Fire Protection District, Johnson County Sheriff's Office, Lincoln County Communications, Northern Skies Aviation, Inc., and Midwest Community Clinic. The WyoLink Operations Work Group approved the WyoLink Applications and is forwarding them to the PSCC for their consideration.

The Work Group reviewed the busy reports for the Cheyenne Water Tank and 85 South sites. The Work Group made a motion to recommend to the PSCC the upgrade to the Cheyenne Water tank and 85 South by adding two additional channels to each site upon the acquisition of additional funding.

The work groups held a discussion on additional spectrum for WyoLink.

Administration and Funding – Mark Harshman

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

Spectrum Work Group – William Walter

William Walter stated the Spectrum Work Group met on twice, once during the APCO convention in November 12th and on December 3, 2013. The November meeting was to re-establish the 700 and 800 Regional Planning Committees (RPC). Mr. Walter recommended the 700 MHz and 800 MHz RPC's become part of the Spectrum Work Group.

The 800 RPC was started in March 1990 for Wyoming. Mr. Walter requested combining the 700 RPC and the 4.9 GHz RPC into one group. The RPC would be responsible for the determination of 700 MHz, 800 MHz and 4.9 GHz spectrum usage in Wyoming with a report to the PSCC.

The Spectrum Work Group also discussed the review of FCC licenses in Wyoming to determine if any of the locally licensed FCC spectrum is not currently being used. The work group will work with WyoLink and local FCC license holders to determine if there are frequencies which could be shared with WyoLink.

William Walter made a motion to have the Spectrum Work Group be responsible for the determination of 700 MHz, 800 MHz and 4.9 GHz spectrum usage in Wyoming with a report to the PSCC and review FCC licenses for possible use with WyoLink. The motion was seconded by Bob Wyatt and passed on a voice vote

SALECS - Steve DeCecco

Mr. DeCecco stated the SALEC Work Group has not met in the past quarter.

Interoperability Executive Committee - Bob Symons

The Interoperability Executive Committee met on November 22, 2013 to review the proposed NIMS Communication Unit Recognition Program with the Wyoming State Forestry – Ron Graham and Chris Fallbeck. State Forestry has an incident qualification system which could be used to track the recognition program and can be used for national or state qualifications. Forestry requested the proposal be presented to the Rural Firefighters Association Training Committee for their review and a representative from the training committee be added to the Communication Unit Work Group. The Training Committee is meeting in Jackson December 4 or 5, 2013.

Broadband Work Group – Bob Symons

The Broadband Work Group has not met this quarter. Troy Babbitt, Wyoming's FirstNet point of contact is in attendance at the PSCC meeting. Troy Babbitt and Bob Symons have been participating with the Western States Coalition which includes Wyoming, Montana, Utah, South Dakota, North Dakota, Nevada, Oregon, Idaho, California, Hawaii, and Alaska. Bob Symons and Troy Babbitt met to determine some Department of Homeland Security – Office of Emergency Communications Technical Assistance Programs for Wyoming. Troy Babbitt stated the educational portion of the Broadband Planning Grant will start early in 2014 and will include sessions in each county.

Staff Reports - Bob Symons

Mr. Symons reported on his activities for the past three months. The WyoLink Train-the-trainer program has been provided in each of Homeland Security Regions. A total of 112 people have participated in the train-the-trainer program. The next groups to be contacted are the State and Federal agencies. *The Train-the-Trainer summary is attached to the minutes for reference.* The comments from the participants have been positive. Additional training can be requested through Bob Symons.

The PSCC Annual Report was submitted to the Governor's Office on October 25, 2013. *The PSCC Annual Report is attached to the minutes for reference.*

Bob Symons will be attending the SAFECOM-ERC and National Conference of Statewide Interoperable Coordinators meeting in Georgia December 10 – 13, 2013.

WyoLink Support Managers Report-Robert Wilson

Marty McCoy presented the WyoLink Support Managers Report. The Green River site on Mansface is currently in testing and should be fully operational this week or next week. The Wheatland Site will be optimized the week of December 9th and should be operational by the end of the week.

Mr. McCoy has been working with Sublette County Sheriff Dave Lankford on the White Pine site near Pinedale. The application for a Special Use Permit has been submitted to the Forest Service. Commissioner Latta stated he met with Rob Hoelscher, Big Piney Forest Supervisor, and requested WyoLink start working on an abbreviated EIS for Monument Ridge. Teton County Emergency Management has some information on reduced costs for Pow Wow. Mr. McCoy will talk to Commissioner Latta about Pow Wow.

Currently there are around 44 codeplugs on the schedule. Almost 55% of the coverage testing results have been forwarded to WYDOT GIS. The coverage map will be updated as WYDOT GIS has time. There was an increase in WyoLink usage during October. The WyoLink Support Managers Report includes information on the top 20 talkgroups by usage. Local agencies are the largest users. *The WyoLink Support Managers Report is attached to the minutes for reference.*

Union Wireless has begun the work of removing the unused antennas from the tower at Signal Mountain in northern Teton County. Drive by coverage testing has been conducted from the Signal Mountain site and those results will be added to coverage map as soon as possible. The preliminary results indicate the feasibility of the Signal Mountain site.

Old Business:

PSCC Budget FY 2015-2016

Mr. Symons presented the PSCC budget for Fiscal Years 2015 – 2016 as recommended by the Governor. The Governor recommended approval of the budget as submitted for a total of \$213,501. *The PSCC FY 15-16 budget as recommended by the Governor is attached for reference.*

Discussion on WyoLink Budget

Mr. Symons, Ken Shultz (WYDOT) and Martin McCoy provided an overview of the WyoLink budget as recommended by the Governor. The request for a Standard Budget for the T-1 telephone lines was approved by the Governor. The operations and maintenance budgets for WyoLink were not recommended as Standard Budget items and will continue to be an exception request. The total request for \$6,863,185 for WyoLink was recommended by the Governor. *The WyoLink FY 15-16 budget as recommended by the Governor is attached for reference.*

Communication Unit Policies

Mr. Symons recommended this item be tabled until the March PSCC Meeting to allow for the recommendation from the Rural Firefighters Association Training Committee. Chairman Harshman agreed with the recommendation and this agenda item will be tabled until the March 2014 PSCC meeting.

New Business

Approval of Membership Applications

Mr. Symons stated there are five applicants for WyoLink Membership: Sheridan Area Rural Fire Protection District, Johnson County Sheriff's Office, Lincoln County Communications, Northern Skies Aviation, Inc., and Midwest Community Clinic. The WyoLink Operations Work Group reviewed the applications and recommend approval by the PSCC for WyoLink Membership. Northern Skies Aviation is a vendor to the Wyoming Game and Fish Department and submitted a support letter from Game and Fish with their application.

Bob Wyatt moved to approve the WyoLink applications for WyoLink Membership to: Sheridan Area Rural Fire Protection District, Johnson County Sheriff's Office, Lincoln County Communications, Northern Skies Aviation, Inc.. Dave Johnson seconded the motion. The motion was passed on a voice vote.

Discussion on the WyoLink application for Midwest Community Clinic. **Bill Westerfield made a motion to deny the membership application for Midwest Community Clinic and request additional information about the clinic and a letter of sponsorship from Midwest, Edgerton and/or Salt Creek Emergency Services. The motion was seconded by Brian Eggleston and the motion passed on a voice vote.**

Busy Report 85 South and Cheyenne Water Tank

Mr. McCoy presented the busy reports for the Cheyenne Water Tank and 85 South WyoLink sites. 85 South and Cheyenne Water tank are experiencing busy rates which are trending upwards. WyoLink has received a budget estimate for adding two additional channels at each site. WyoLink has a quote for adding channels at the Cheyenne Water Tank for \$87,327.00. Although the quote is for 60 days, Motorola representatives stated that it is a firm quote which will be valid after 60 days.

Discussion on potential funding for the additional channels. The Legislative budget process was proposed and additional information will be needed before asking for an exception budget for these additions. Having a Public Safety standard on what is acceptable for busies would be helpful when asking for additional funding. Mr. McCoy will be asking Motorola for their standard on busies.

Additional data on the WyoLink usage on the two sites would be beneficial. The data needs to include the usage by agencies. Users should be asked to contribute to the expansions on WyoLink sites.

The Governor's budget has been presented to the Legislature. Adding an exception budget item needs to be reviewed by the Governor's office before presentation to the Legislature. The Administration and Funding Work group will have a meeting with WYDOT to discuss the potential for adding the upgrades to the WYDOT WyoLink budget. WYDOT has their budget hearing with the Joint Appropriations Committee on January 19, 2014. Dave Johnson was asked to check with the Governor's Office on scheduling a meeting with the Governor's Office on the request to upgrade the Cheyenne Water Tank and 85 South WyoLink sites with two additional channels.

The completion of a long range plan for WyoLink upgrades, maintenance and support would help guide the future operations of WyoLink

General Discussion

William Walter will send Chairman Harshman and Bob Symons a listing of the 700 MHz and 800 MHz committee members for appointment to the Spectrum Work Group.

Next Meeting

Bob Symons will work with the Executive Committee to plan the March 2014 PSCC meeting in Cody, which will be a face to face meeting after March 12th.

Being no further business, Chairman Harshman adjourned the meeting at 11:30 pm.

Respectfully submitted,

Robert Symons
PSCC Administrative Support

Attachments

1. The Train-the-Trainer summary
2. The PSCC Annual Report
3. The WyoLink Support Managers Report
4. The PSCC FY 15-16 budget as recommended by the Governor
5. The WyoLink FY 15-16 budget as recommended by the Governor

Action Items

1. Communications Unit Policies and Procedures
2. WYFOG printing
3. PSCC and WyoLink Budgets