



Matthew H. Mead
Governor

Mark Harshman
Chairman

State of Wyoming

Public Safety Communications Commission

Meeting of March 16, 2016 Game and Fish Building and Video/Audio Conference Casper, WY

Mark 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
Jim Latta — Wyoming County Commissioner Association - Phone
Bill Westerfield — State Parks and Cultural Resources - Phone
Brian Eggleston – DCI
Dwane Pacheco — Police Chief's Association
Jimmy Siler — Wyoming Livestock Board - Phone
Jonathan Downing – Public at Large - Phone
Skip Hornecker – Sheriffs
Brandon Kelley — Department of Health - Phone
Kim Lee — Wyoming Office of Homeland Security - Phone
Mike Choma — Game and Fish
Mark Young — Wyoming Fire Marshal's Office - Phone

Members Absent:

David Gier – EMS - Excused
Capt. Perry Jones – Wyoming Department of Transportation - Excused
William Walter — Federal - Excused
Leslie Shakespeare – Tribal - Excused
Shelley Simonton – Wyoming Association of Municipalities - Excused

Others in Attendance:

Robert Symons — PSCC Administrative Support
Martin McCoy - WyoLink
Troy Babbitt – State of Wyoming
Kevin Hibbard – Deputy Director of Budget and Economic Analysis - Phone
Jose Crespo – Motorola
Russ Dalgarn – Converse County EMA
Robin Etienne – Sweetwater Combined Communications - Phone
Carl Freeman – Fremont County Sheriff's Office
Robert Wilson – WYDOT
Dale Osborne – Montana Highway Patrol – Phone
Dan Perko – Wyoming Forestry

Dale Stalder – Laramie Police Department - Phone
Dave Copus – ATF – Washington, DC
Jeff Hueston - ATF
Wayne Peterson – Motorola
Kent Sager – Absolute Solutions
Patrick Lamb – Absolute Solutions
Joe Compston – Motorola
Kraig Murphey – Torrington Police Dept
Ron Salyer – Big Horn County Sheriff’s Office
Travis Koltiska – Sheridan Police Dept
Jennifer Shassetz – Sheridan Police Dept
Rob Streeter – Ryan Electronics
Will Ryan – Ryan Electronics
Shawn McKane – Lander Police Dept
Mark Morgan – Zetron
Dan Hawkins – DHS-OEC
Alan McOmie – Lander Police Dept
Dave Adsit – Gillette Police Dept – Phone
Mirian Orr – Motorola – Phone
Cassel McWater – Nice Systems – Phone
Paul Card – Dept of Health – Phone
Craig Post - ComTech

Meeting Agenda:

Chairman Harshman asked for any changes, additions, or deletions to the draft agenda. ***Brian Eggleston made a motion to accept the agenda as presented. The motion was seconded by Skip Hornecker and passed on a voice vote.***

Minutes from December 7, 2015:

Chairman Harshman asked for approval of the December 7, 2015 minutes. ***Skip Hornecker made a motion to approve the December 7, 2015 minutes and the motion was seconded by Brian Eggleston. The motion passed on a voice vote.***

WyoLink Operations Work Group - Brian Eggleston

Brian Eggleston stated the Work Group met on January 22, 2016 and March 11, 2016. During the January meeting, the revisions to the WyoLink Handbook were introduced and reviewed.

During the March 11, 2016 meeting the WyoLink Applications from Baggs Police Department, Carbon County, and Fremont County School District #6 were discussed and approved. All of the applicants meet the WyoLink membership criteria. Also the revisions to the WyoLink Handbook were discussed. Mr. Eggleston asked Carl Freeman, Fremont County Sheriff’s Office Dispatch, and Patty Bauer, Highway Patrol Dispatch, to have some of the dispatcher review the proposed changes to add some user perspective to the changes. Mr. Eggleston asked the PSCC Commissioners to review the proposed changes and provide Bob Symons any changes.

Administration and Funding – Mark Harshman

The Administration and Funding Work group did not formally meet this past quarter

Spectrum Work Group – William Walter

The Spectrum Work Group has not met in the past three months.

SALECS -

The SALECS Work Group has not met in the past three months.

Interoperability Executive Committee – Skip Hornecker

The Interoperability Executive Committee met on January 27, 2015 and March 7, 2016. During the January 27th meeting, Bob Symons presented the E-Statewide Interoperable Communication Plan (E-SCIP) proposed updates. The committee was asked to review the proposed updates and provide Bob Symons with any changes or comments. The goal is to have the revised WyoLink Handbook approved at the June 2016 PSCC meeting. During this meeting the Communication Unit recognition program was presented.

At the March 7th meeting the proposed E-SCIP was presented in the format which will be used for the final document. Also, an eighth goal was added to the proposed E-SCIP. The PSCC Commissioners were asked to review the E-SCIP and provide any comments to Bob Symons by May 1, 2016. The goal is to have the E-SCIP approved at the June 2016 PSCC Meeting

Broadband Work Group – Troy Babbitt

Troy Babbitt stated the work group met on March 3, 2016 with a voice and video meeting with some of the FirstNet personnel. Troy had invited 46 people and 13 people participated in the SPOC kickoff meeting. Tracey Murdock, the new regional coordinator for FirstNet was introduced, along with Doug Harder, FirstNet State Planning and Justin Shore, government affairs for FirstNet. The purpose of this meeting was to review the consultation plans for FirstNet this year. FirstNet will be working with Troy Babbitt to set up a meeting with the Governor's Office to relate the process for the state plans which will be presented to the Governor in 2017.

The FirstNet group would like to meet with the state and local public safety organizations, when they have organizational meetings this calendar year. The FirstNet RFP has been published and the proposals are due on May 10, 2016. FirstNet is looking for a single proposer. The primary vendor will be responsible for the sub-contractors.

The FirstNet spring SPOC meeting will be in the Washington DC area April 12th and 13th. This meeting will include consultation, state plans, PSAC assignments, NG911, tribal relations and the network RFP. Currently, Troy Babbitt, Sheridan County Commissioner Mike Nickel and Laramie County Combined Communications Center Manager Glen Crumpton are planning on attending the Spring SPOC meeting.

Staff Reports - Bob Symons

Mr. Symons stated that the WyoLink and PSCC web pages have been updated including the WyoLink Equipment Page. A new pre-negotiated pricing agreement was created and all of the vendors have responded to the pre-negotiated pricing agreement with an approval letter. The approvals and current pricing are listed on the WyoLink Equipment web page.

Bob Symons worked with the Wyoming Highway Patrol and the Federal Communications Commission (FCC) on a Special Temporary Authorization (STA) for the use of the telemetry channels for testing vehicular repeaters.

The revisions and updates to the Statewide Communication Interoperability Program (SCIP) and WyoLink Handbook were developed and presented to the PSCC work groups.

The County Coordinators face-to-face meeting was held in January and Mr. Symons presented the Wyoming Interoperability Guide and provided the Wyoming Communication Field Operations Guide (WY-CFOG) and the National Interoperability Field Operations Guide (NIFOG) to the County Coordinators. Additional copies of the WY-CFOG will need to be printed.

As a member of SAFECOM, Bob Symons has been assisting in the development of the SAFECOM Grant Guidance and joint SAFECOM/NCSWIC guidance documents on governance, land mobile radio and encryption. Bob Symons is currently the Chairman of the National Council of Statewide Interoperable Coordinators.

Bob Symons and Marty McCoy will be testing the Unication trunking pagers to determine their usage on WyoLink and how the pagers use the WyoLink resources. A report will be completed describing the pager testing.

Troy Babbitt and Bob Symons participate on the WestNet calls, which includes 13 western states and discuss the FirstNet program.

Bob Symons assisted the Medicine Bow National Forest/Thunder Basin National Grasslands (MBNF/TBNG) on programming their radios for WyoLink. The MBNF/TBNG is now using WyoLink for some of their communication needs.

WyoLink Support Managers Report – Marty McCoy

Mr. McCoy stated there are 74 WyoLink sites in operation, 68 funded by WyoLink. Over 3.9 million calls have been handled by WyoLink with reliability rate of 99.9%.

The Console Sub System Interface (CSSI) has been installed. Motorola and Zetron will be on site the week of April 11th to install a Zetron console for testing on WyoLink. After the installation of the console, Zetron will be able to demonstrate their console working on WyoLink for any interested parties.

Three new radios have been approved for use on WyoLink, Harris XG-25, XG-75 and XG-100 series radios. These radios will be added to the WyoLink Equipment web page.

Marty has been appointed to the re-organized P25 Compliance Assessment Program Advisory Panel. This program is being resurrected and will be reviewing and updating the testing and certification issues.

There is a concern and misunderstanding between portable radios, mobile radios, portable enhancement sites and core sites. The PSCC will have representatives at the next County Commissioner Association meeting to help answer any questions.

Old Business:

Biennium Budget

Chairman Harshman stated the PSCC presented the WyoLink Budget to the Joint Appropriations Committee (JAC) and the presentation was well received by the JAC and this was the first time the PSCC presented the WyoLink Budget instead of WYDOT. This was a positive for the PSCC and WyoLink.

Mr. Kevin Hibbard, Deputy Director of Budget and Economic Analysis, presented the WyoLink biennium 2017-2018 budget approved by the Wyoming Legislature and signed by the Governor. The budget request for consoles was \$1,369,674, which includes funding for the five localities which have not upgraded their consoles. \$679,837 was approved by the Legislature and \$161,326 of carry-over funds were authorized for console purchases. The localities will need to provide a 50% match for the console funding. WYDOT will be developing the process for the localities to apply for the console funding. Mr. Hibbard recommended a letter be sent to the agencies which have not purchased a new console informing them of the process for applying for the console funding.

The proposed budget included funding for four portable enhancement sites, but the funding was cut from the final budget. WYDOT will be providing funding for three core towers, identified by the PSCC recommendations. More work and additional reviews are being conducted to assist in funding the portable enhancement sites.

The ongoing costs or operational expenses were a hot topic during the legislative budget session. The proposed budget included funding for the first year of the biennium using the Mineral Grant Funds. The second year funding included user fees with 75% determined from usage and 25% determined from number of user equipment by agency. The Legislature approved, through an amendment, to provide the full funding of the ongoing costs for the biennium. WYDOT will be developing and administer a billing system. WYDOT will be sending bills to the WyoLink user agencies indicating the usage and number of WyoLink equipment, but the bill will indicate the balance due of zero with funding provided from the Mineral Royalty Grant.

Chairman Harshman thanked Kevin Hibbard for all of his assistance helping the PSCC with the budget process.

Casper-Natrona County Area Busies

Marty McCoy discussed the Casper-Natrona County area busies during a wildland fire in November. It was discovered one channel at the Casper Mountain VHF site was not configured to provide voice traffic, this has since been corrected. All WyoLink voice channels were reviewed to make sure the sites are configured correctly and only the one channel on Casper Mountain was found to not be configured correctly. This one channel, operating properly, would have reduced the number of busies, but would not have eliminated all of the busies. Mr. McCoy has asked the vendor to provide cost estimates for adding additional channels to the Casper Mountain and Casper Port of Entry sites. Acquiring spectrum for the additional channels is being investigated and additional channels are not readily available. Another solution would be to use the channels at both sites and set up both sites to be simulcast. The cost of the simulcasting the two sites will be over \$1 million.

Bob Symons stated that the FCC spectrum must be evaluated and the lack of available and usable spectrum must be determined before requesting additional channels from the Federal agencies.

Fifteen Minute Break

WyoLink Update

Brian Eggleston led a discussion on the proposed date of August 2016 for updating the WyoLink system to Version 7.16. A question was asked about the timing for completion of the installation of the new consoles and if the user would be ready by August. The vendors stated they could have the consoles ready, if the purchases are made 4 to 6 weeks prior to the upgrade. The five consoles not ready for update include Riverton Police Department, Sheridan Police Department, Crook County, Niobrara County, and Teton County. The first of April is when the vendor will start the engineering for the August 2016 upgrade. The vendor will be asked to review the possible date changes for the upgrade. If the upgrade schedule is changed before the work has started there will not be any additional charges, but if the vendor starts the work and then the schedule is changed there is a potential for additional charges.

Brian Eggleston made a motion to keep the August 2016 date for updating the WyoLink system. The motion was seconded by Jonathan Downing and passed on a voice vote.

New Business

Approval of WyoLink Application

Discussion on the WyoLink System access applications from Baggs Police Department, Carbon County, and Fremont County School District #6

Kim Lee made a motion to approve the WyoLink Applications for Baggs Police Department, Carbon County, and Fremont County School District #6. The motion was seconded by William Westerfield and passed on a voice vote.

WyoLink Handbook Revisions

Brian Eggleston presented the draft WyoLink Handbook changes as reviewed by the WyoLink Operations Work Group. Mr. Eggleston asked the commissioners to review the updates and provide any comments or changes to Bob Symons by April 16, 2016. The plan is to have the WyoLink Handbook revisions ready for the PSCC to approve at the June 2016 meeting.

Statewide Communication Interoperability Plan (SCIP)

Skip Hornecker presented the draft E-SCIP, which the Interoperable Executive Committee has been working on. The SCIP is a strategic plan for interoperable communications. Mr. Hornecker asked the commissioners to review the draft E-SCIP and provide and changes or comments to Bob Symons by April 16, 2016. The plan is to have the revised E-SCIP ready for action at the June 2016 PSCC meeting

General Discussion

Public Comments

Marty McCoy and Bob Symons will let Zetron know when the Zetron Console has been configured and they may have users view the console in use.

The following PSCC Commissioners appointments will expire on June 30, 2016: David Gier representing Emergency Medical Services, Jim Latta representing County Commissioners, Kim Lee representing Homeland Security, Dwane Pacheco representing Police Chiefs and William Westerfield representing State Parks and Cultural Resources. Bob Symons will check with the Governor's Office on the current process for appointment or re-appointment to the PSCC. Mr. Symons will then send that information to the commissioners whose terms are expiring.

Kim Lee stated that he has submitted his retirement from the State of Wyoming on April 7, 2016 and will be sending the Governor and Chairman Harshman his resignation letter from the PSCC effective immediately.

Next Meeting

The next PSCC meeting will be in June 2016. Bob Symons will work with the PSCC Commissioners on scheduling the June meeting.

Being no further business, Chairman Harshman adjourned the meeting at 11:48 am.

Respectfully submitted,

Robert Symons
PSCC Administrative Support