



Matthew H. Mead
Governor

Wyoming Public Safety Communications Commission

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Mark Harshman, Chairman | Telephone: 307-777-5065



William T. Panos
Director

Meeting of April 5, 2017 Wyoming Department of Transportation and Phone Conference Call 5300 Bishop Blvd, Cheyenne, WY

Chairman Mark Harshman called the meeting to order at 8:00 am.

Commissioners present: Mark Harshman, Brian Eggleston, Doug Frank, Lindy Glode, Mike Choma, Skip Hornecker, Dwane Pacheco, David Gier and Leslie Shakespeare - phone.

Commissioners excused: Jonathan Downing

WYDOT staff: Director Bill Panos, Chief Technology Officer Pat Lewis, Bob Symons, Troy Babbitt, Nathan Smolinski, and Samuel Voyles – Attorney General’s Office

Others in Attendance: Joe Compston – Motorola, Jose Crespo – Motorola, Dave Riegert – Motorola, Bruce Roumell – Glenrock, Russ Dalgarn – Converse County, Derrick Migneault – BLM, Dan Hawkins – DHS-OEC, Glen Crumpton – Laramie County Dispatch, Patty Bauer – Highway Patrol Dispatch, Rob Cleveland – Laramie County, Jeanine West – Laramie County, Mike Kurz – WYDOT, Chuck Kakalecik – WYDOT, Carol Slane – WYDOT, Scott Harris – WYDOT, Mark Coler – WYDOT, Kraig Murphy – Torrington Police Dept, D’Lynn VanValkenburgh – Absolute Solutions, Sandy Scott - WYDOT and Col Kebin Haller – Highway Patrol

Phone Conference Call participants: Michael Conners – Park County, Dale Osbourne – Montana Highway Patrol, Sheridan Police Dept, Robin Etienne – Sweetwater County Dispatch, Paul Card – Wyoming Department of Health, Pete Obermueller – Wyoming County Commissioners Association and Carl Freeman – Fremont County

Meeting Agenda

David Gier made a motion to approve the draft agenda. Seconded by Brian Eggleston and passed on a voice vote.

New Business

Mike Choma made a motion to approve the WyoLink Membership Applications for Federal Protective Services – Department of Homeland Security, Laramie County School District #2 and Converse County School District #1. The motion was seconded by David Gier and passed on a voice vote.

Does the WyoLink application and membership agreement have any language which reviews the fiscal ability of the applicants? At the present time there are no fiscal considerations for the WyoLink applicants. A revised application will be prepared for the next meeting addressing the user fees.

General Discussion

PSCC Vision – WYDOT Director Bill Panos

Director Panos led a discussion on the three parts of PSCC vision; technology, finances and governance. WyoLink is a very good system, but it is not complete and more discussions on the capitalization, modernization, and operations and maintenance to complete WyoLink and keep it operating into the future will include the PSCC.

Technology is advancing at a rapid pace and all technology advances need to be reviewed to make sure they are fiscally sound and appropriate for the system. Some of technology constructs have not been completed and more work is needed to complete. WYDOT has re-built the technology section of WYDOT to include a new Chief Technology Officer, Telecommunications Program Manager and WyoLink Support Manager. The WYDOT technology section will help lead WyoLink and the PSCC forward with the new and emerging technologies.

The financial considerations include the future funding of the capitalization, modernization and operations and maintenance of WyoLink. How does the State of Wyoming budget for and finance these technology challenges? The PSCC will be integral to these fiscal discussions and decisions.

The goal of the governance changes was to create an efficient commission and provide more local control into the PSCC. WYDOT wants to elevate the stature of the PSCC to the level of the other WYDOT support commissions. The technical work previously reviewed by the commission will be provided by the WYDOT technical staff and the commission will be more of a policy and oversight board. The board will have representation by the Attorney General's Office and will be provided with more resources to help provide the information for better decision making. The foundation of the commission will be more robust, more efficient, sustainable and more resilient. The PSCC will continue to work on improving and completing the WyoLink project and then the discussions may migrate to new emerging technologies for public safety communications.

Commission Structure – Pat Lewis

Pat Lewis provided an update on the changes which have already been made to improve the PSCC. The PSCC will be patterned after the proven good practices of the Transportation Commission and the Aeronautics Commission. Some of these changes are the annual election of officers and a set schedule of commission meetings. The annual meeting schedule will be developed at the December meeting. All three of the WYDOT supported commissions will be participating in a joint Commission training session in June. WYDOT has provided the PSCC with an operating budget through the Transportation Commission. The PSCC will be provided with travel expenses including travel, per diem and lodging.

Election of Officers

The commission held a discussion on the role of the PSCC Officers. The present role of the chairman is to organize and run the commission meetings, help develop the meeting agendas, the main contact for WYDOT, help WYDOT with issues which may arise, and be an advocate for public safety communications during legislative hearings, user meetings and other meetings as requested. The PSCC will have annual elections and the chairmanship will be a one year term. The succession plan will have the vice chairman become the chairman and a new vice chairman is elected.

Brian Eggleston made a motion to nominate Mark Harshman as the PSCC chairman. The motion was seconded by David Gier. Brian Eggleston made a motion for nominations to cease, seconded by David Gier. The motion passed on a voice vote.

Mark Harshman made a motion to nominate Brian Eggleston as the Vice Chairman. The motion was seconded by David Gier and the motion passed on a voice vote.

Commission Meeting Schedule

Pat Lewis led a discussion on the proposed commission meeting schedule for 2016. The proposed meeting schedule was for the PSCC meetings to be held on the second Wednesday of every other month beginning with the April meeting. The proposed dates are June 7th, August 9th, October 11th and November 29th. Due to conflicts, the December meeting was moved to November 29th. During the November 29, 2016 commission meeting, the meeting schedule for 2017 will be an agenda item.

Brian Eggleston made a motion to schedule the PSCC meetings for 2016 on June 7, 2016, August 9, 2016, October 11, 2016 and November 29, 2016. The motion was seconded by Lindy Glode and passed on a voice vote.

WyoLink Billing

Pat Lewis provided an update on the WyoLink billing. For capitalization, WYDOT staff has been reviewing the user's survey of 2015 to help determine the gaps in WyoLink coverage. WYDOT has issued a RFP for 16 radio towers, six core towers and 10 portable enhancement towers. Bob Symons will be sending the commissioners a list of the 16 towers and a revised map of the proposed towers.

The RFP responses are due to WYDOT on April 20, 2016. The fiduciary responsibility of the Commission and WYDOT are paramount and the RFP process through contract award will be transparent to the commission. The contract for the initial capitalization will be for the entire build-out of the 16 towers. There will be future capitalization, but the current RFP is to complete the initial capitalization.

The finances for this capitalization are from the Federal Highway Administration. WYDOT and the Transportation Commission have reviewed the Federal Highway Administration funding projects and the priority of the WyoLink capitalization was moved above other projects. More conversations are needed with the PSCC to seek, review and develop potential funding sources for the PSCC and WyoLink.

Discussion on local participation in the capitalization of WyoLink. As the WyoLink billing moves from the audit billing to real bills, the capitalization of WyoLink by the local governments will be reviewed as to the value of the assets and the funding provided to operate and maintain the local assets. WYDOT recognizes the values and efforts of those localities which provided WyoLink resources to the system. At this time WYDOT is not asking for local participation in the current initial capitalization RFP. More discussions will be required in the future capitalization and modernization funding.

Modernization is another financial concern and a revenue stream has not been identified at this time. Modernization includes the replacement of equipment which is at the end-of-life or has been obsoleted by the vendor. The PSCC will need to have conversations and brainstorming on funding mechanisms for the modernization of WyoLink. The discussions on funding must include all potential funding sources from federal grants, state funding, local funding, public-private partnerships and looking outside the box for other funding opportunities.

The on-going operation and maintenance costs for hardware and software are currently \$4.8 million per biennium. The current WyoLink billing is only to recover the costs of the operation and maintenance expenditures. Through legislation, the current billing is based upon 25% by number of end user equipment and 75% by usage. WYDOT staff has held many discussions with the local governments and users about the billing and more are being scheduled. The discussions have allowed the local governments and public safety agencies to voice their concerns about the billing. Having a repeatable story being provided to all agencies

and users about the reasoning for the billing and listening to the concerns of the users and local governments will generate ownership and trust.

Per this year's legislative session, the Public Safety Communications Chapter was revised to include the following reports to the Governor and Joint Transportation, Highways and Military Affairs Interim Committee:

1. Annually: submit report concerning any problems related to the installation, operation and maintenance of the public safety communications systems and shall make any recommendations it deems appropriate.
2. On or before May 31 of each odd numbered year, the Public Safety Communications Commission shall report to the Governor and the Joint Transportation, Highways and Military Affairs Interim Committee covering the period beginning July 1 of the following year and ending June 30 in the fourth succeeding year detailing the expected costs of implementing the statewide system networking plan. The report shall include projections of one-time and recurring costs.

The draft reports will be created by staff and then forwarded to the Commission for their input and approval.

A concern was brought up pertaining to the local government budgeting process and if the current bills sent out should be used for the budgeting process. There may be some adjustments to the billing, but the current billing information should be used to develop the local budgets. The current billing for WyoLink usage is being paid by Mineral Royalty Funds for the current biennium. It is expected that the real bills requiring payment by the locals will be after July 1, 2018. Before the real bills are sent, the Commission will be setting the user rate and providing that information to the users. Many more conversations will be held pertaining to the methodology of the billing, funding required from the billing and other potential funding models.

General Discussion

Brian Eggleston thanked the WYDOT Telecom staff for the middle of the night response to remove the ice from a tower in Casper which caused the system to experience a backhaul outage.

Doug Frank made a motion to adjourn. The motion was seconded by Dwane Pacheco and passed on a voice vote.

The meeting was adjourned at 11:35 am.

Respectfully submitted,

Robert Symons
PSCC Administrative Support