

**Public Safety Communications Commission
Inter-Operability Executive Committee Meeting
Website / Telephone Conference**

**March 10, 2005
Minutes**

Attendees:

Chair	Billy Janes	Chief of Police	Torrington Police Department	(307)532-7001
Members	Mark Harshman	Chief of Operations	Casper Fire Department	(307)235-8324
Present:	Kebin Haller	Deputy Director	Division of Criminal Investigation	(307)777-6612
	Tom Mahon	WyoLink Project Mgr	WYODOT Telecommunications	(307)777-3922

Billy Janes, chairman of the Inter-Operability Executive Committee for Public safety Communication Commission (PSCC), called the meeting to order after members called into the conference call and logged onto the website.

Mission Statement

Different mission statements were proposed at the Jan 7 and Feb 18 meetings. After brief discussion it was decided the mission statement would be:

To provide a professional communication system with compatibility and availability of common frequencies for all public safety radio users.

PSCC Leadership Direction

Members then turned their attention and discussed the Consolidated Communications Network of Colorado, Inc. (CCNC) application documents that were provided by Mark Harshman at the Feb 18 meeting. Tom Mahon provided URL address: <http://www.colorado.gov/dpa/doit/comm/> and the members browsed Colorado's application process including the necessary forms that are required to sign up and how to get on the system. Tom said that he was using those forms in addition to other forms that were available to him as a model for developing WyoLink MOU's for agencies wanting to join WyoLink. Billy Janes said that Mark Harshman was going to customize Colorado's forms and fit the forms for requirements in Wyoming. However, Tom Mahon said that the paperwork for agencies joining WyoLink would belong in the WyoLink Operations Work Group. The big piece Tom sees the Interoperability committee working with is the operational planning and how the various agencies are going to work together, work with component conventional radios system not on WyoLink, how we are going to work border to border with different Trunking systems and the overlap that may exist. Tom suggested a good starting point would be to identify scenarios where agencies need to work together. In other words, pick a site where two systems come together, connect some cabling between the sites, establish some Talk Groups that would be shared between the two systems, and identify how far the two systems overlap each other. Tom cited the example of the I-80 crash incident where Colorado came to the site and used 800 MHz interoperable channel defined by the FCC. Tom said that one piece that needs to be worked-out is: How are we going to work together in various situations? Mark Harshman stated that he thought there needed to be further definition of each Work Groups tasks because there will be overlap of operations. Mark said he thought developing the guidelines and how you get onto the WyoLink system rested with the Interoperability committee, rather than the WyoLink Operations Work Group. Tom suggested it may be appropriate to request direction from the PSCC at the Mar 22 meeting in Casper as to which group would be responsible for getting people onto WyoLink and creating MOU's with agencies coming onto the system.

Points of Contact

Chief Janes said that a list needs to be generated identifying who all the different radio systems are on now and who the points of contact are for those systems including small ambulance systems like the one in Goshen County. Mark Harshman suggested the members look at the Motorola sales list to determine who is actively interested in joining WyoLink. Members were shown Motorola sales Excel document that shows total sales and to whom they were sold. Tom said that a document showing all **Notices of Intent to Participate** needs to be compared to the Motorola sales list to see how many entities are considering coming onto WyoLink, total purchases to date and anticipated purchases. Tom asked if there was a complete listing of all public safety agencies in Wyoming. Mark Harshman advised the State Fire Marshal has a list of all 160 fire departments in Wyoming. Mark said he thought EMS individuals had the same information. Chief Janes said that there is list of chiefs and sheriffs that are in the

association. Chief Janes asked if DCI had a list showing all the law enforcement entities in Wyoming. Kebin Haller said that he would be able to gather the law enforcement entities based on all the Wyoming dispatch centers. Mark Harshman said that Bob Dean would be able to provide the ambulance services. It was decided that a list would be compiled showing points of contact for all Fire, EMS, Law Enforcement and Emergency Management Coordinators.

Fire Grant Application

Members were shown Assistance to Firefighters Grant (AFG) <http://www.firegrantsupport.com>. After brief discussion it was determined that application for the grant was restricted to fire departments.

Future Direction

Chief Janes asked Tom Mahon to prepare for the meeting in Casper additional information he sees the Interoperability Executive Committee should be compiling and direction this committee should be headed in order that this committee does not interfere with the WyoLink Operations Work Group.

WyoLink Coverage and Funding

Kebin Haller said that he and Chief Janes were asked recently at the chiefs and sheriffs association who would be responsible for maintaining the original 57 tower sites and the additional five sites depending upon communication needs. Tom Mahon stated the 60 sites will be maintained by WYDOT. Tom also said that a policy decision will be presented to the PSCC at the March 22 meeting. The policy will state that if an agency wants to put in a site to improve portable coverage in an area, that agency is responsible for developing that site. Once the site is developed the agency will be responsible for any rent or utilities but all the radio equipment will be maintained by WYDOT. Chief Janes said that one of the main points that he remembers from the engineering study was that no one would lose coverage. Kebin then asked about how WyoLink would interface with the 800 MHz systems. Tom Mahon explained the City of Casper and Cheyenne Fire are the two 800 MHz systems. Tom said there is in the WyoLink budget dollars to upgrade the Casper system from its current configuration of mixed analog/digital environment to a Project 25 environment and tie the Casper mountain site into the zone controller in Cheyenne. At that point the way it would look to the system would be that it is just another site because the system does not know whether it is VHF or 800. So a Talk Group on 800 MHz in Casper would have the same Talk Group number as a Talk Group on the VHF system. Tom explained the two systems could talk to one another, it would be transparent but eventually the 800 radio would be out of range from the Casper tower. Tom said there is money in the budget to handle the conversion, the part that is not in the budget is an upgrade that would have to happen to Casper mobile and portable radios that amounts to a couple of hundred dollars per radio.

Talk Groups and Operational Plans

Tom Mahon advised that when an agency applies to join WyoLink there are two forms that will be under the MOU. One is an application for a Talk Group. Every Talk Group will have someone listed as the owner. Certain Talk Groups may be declared mandatory for all units. The second form is the application for the programming of the radio. If an agency requests their radio or radios be programmed with a Talk Group belonging to some other agency they will have to have a signature from the agency that owns the Talk Group authorizing the use of the Talk Group. Tom mentioned that Larry Sheridan had suggested developing a block of Talk Groups that would be in every radio and that was one solution to interoperability.

Next meeting will be held prior to the PSCC Quarterly meeting March 22, 2005 at 9:00 a.m. in Casper at the Employment Security Commission Bldg.

Meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Ron Pinther