



Dave Freudenthal
Governor

Kim Lee
Chairman

State of Wyoming

Public Safety Communications Commission

WyoLink Operations Work Group
Meeting of March 9, 2009
Goshen County Courthouse - Torrington
And Phone Conference Call

Chairman Jerry Kennedy called the meeting to order at 1:35 p.m.

Attendees –Jerry Kennedy, Dan Perko, Jim Archerd, Dave Johnson, John Hartwig, Marty McCoy, and Bob Symons Phone Conference Call: Lauri Wempen, Bob Wyatt, Col. Sam Powell, Mark Harshman and Dale Pawling. Guests in attendance – Robert Wilson – WYDOT, Phil Bond – Motorola, Dave Adsit – Gillette Police Dept, Margaret Spearman – Motorola, Wayne Peterson – Motorola, and Dan Williams – DHS/OEC.

The minutes of the February 13, 2009 were reviewed. Bob Wyatt made a motion to approve the February 13, 2009 minutes. Dave Johnson seconded the motion and the motion passed on a voice vote.

Old Business

Discussion on the proposed revision to the WyoLink Handbook pertaining to Section XI – subscriber and System Support. The WyoLink Operations Work Group had asked that the proposed manual revisions be sent to the PSCC Commissioners for comment prior to this meeting. No comments were received. *Copy of proposed WyoLink Handbook revision is attached to the minutes for reference.*

Bob Wyatt made a motion to approve the proposed WyoLink Handbook revisions pertaining to Subscriber and System Support and recommend the PSCC approve the WyoLink Handbook revision. The motion was seconded by Marty McCoy and the motion passed on a voice vote.

Bob Symons presented the two page WyoLink Subscriber and System Support Quick Reference. Discussion on the Quick Reference. Marty McCoy was asked if this document will work with WyoLink Support Office. Marty McCoy told the work group that this document would help provide guidance for the WyoLink Support Office and subscribers and this fits what is presently being done within the WyoLink Support Office.

Discussion on the Sites Not Built by WyoLink and the Equipment Maintenance. The original chart stated that responsibility lies with the agency that owns the equipment. Since WyoLink did not build the site and/or owns the equipment at the site, the responsibility of the maintenance would be the site owners. There was some comments made that past comments indicated that if a locality built a radio site that was WyoLink capable and connected to WyoLink, then WyoLink would take over the maintenance of that site. These earlier comments were made during the

inception of the WyoLink project and this may be a change in philosophy. Discussion on how the maintenance on a site not built by WyoLink would fit within the severity levels and response required for initial mobilization.

During some of the early discussions any 800 MHz sites other than Casper and Cheyenne would be outside the scope of the WyoLink system. There will need to be further discussions with Casper and Cheyenne Fire on the maintenance of those sites after they have been upgraded to WyoLink sites, those agencies may or may not want WyoLink providing the maintenance.

The funding for maintenance on sites not built by WyoLink would have to be presented to the Wyoming Legislature. The Wyoming Legislature Joint Appropriations Committee, during a discussion with WYDOT, was told that there would be future requests for WyoLink maintenance. WyoLink is currently a General Fund project and those funds have been transferred to WYDOT for the WyoLink project. There is not a current standard budget item for WyoLink maintenance, but there are plans to bring this forward to the Wyoming Legislature.

Discussion on the State of Wyoming providing maintenance on equipment not owned by the State. A contract or agreement would have to be developed between the State of Wyoming and the Owning Agency setting the parameters of the maintenance and the legalities of such maintenance including indemnification. It was Gillette's assumption that if they went with 800 MHZ sites, they would be responsible for the costs of construction and future maintenance.

Discussion how to present this information to the PSCC. This discussion could be added to the PSCC agenda. A suggestion was made to negotiate the maintenance of sites not built by WyoLink with the agency that built the site. The negotiations for the maintenance of these sites would need to be completed early enough to include any possible budget adjustments into the State budget. **Dave Johnson made a motion to change the Sites Not Built by WyoLink and Equipment Maintenance from Owning Agency to Negotiated and recommend the chart to the PSCC. The motion was seconded by Bob Wyatt. Motion passed on a voice vote.** *A copy of the WyoLink Subscriber and Support Quick Reference is attached to the minutes for reference.*

Discussion on the portable radio testing in Gillette. Dave Adsit provided an overview of the testing in Gillette February 18, 19 and 20, 2009. Mr. Adsit appreciated the support of the Wyoming Office of Homeland Security on the use of the portable tower during the testing and thanked them for that support. WyoLink performed much better on the second day of testing but did not provide the coverage that was expected by Gillette. The current Gillette radio system was tested against the 800 MHz and the 800 MHz performed better than the conventional system. Three locations were tested using the portable tower, two of the test sites provided good information and the third site did not provide any better information. Gillette is still reviewing the test data and when completed will provide that information and maps indicating the test results. The availability of frequencies is the most important factor in determining the future of portable radio coverage, Gillette has a concern that there may not be enough VHF frequencies available for future radio sites.

Not having a digital repeater for VHF hampered the testing and in the future it is recommended having a digital VHF repeater and antenna system available during the testing.

Bob Symons and Phil Bond met with Platte County on February 26, 2009 to discuss portable radio testing. Platte County and Wheatland were identified by the WyoLink Operations Work Group as areas that the portable radio testing program would be started in. The WyoLink Portable Coverage Testing Methodology was reviewed by the work group. Platte County portable radio coverage testing will be following the methodology outlined.

Wayne Peterson of Motorola offered their assistance in the portable radio coverage testing with a team of personnel, at no charge to WyoLink or the PSCC. This team would assist with the portable radio coverage testing and work with WyoLink Support Office and the WyoLink Operations Work Group in providing the necessary oversight of the testing. This offer is to help expedite the portable radio testing. Motorola would be working through Marty McCoy, WyoLink support, for the scheduling and performance of the testing. It was stated that the determination of portable coverage enhancement sites belongs to the PSCC. **Dave Johnson made a motion to present the Motorola offer for portable radio coverage testing to the PSCC at the March 10, 2009 meeting. The motion was seconded by Dan Perko and passed on a voice vote.**

Bob Symons presented information on the WYDOT master trainer class that was presented. Mr. Dave Talley and Robert Wilson of WYDOT helped improve the power point slides for the programs. The training program has not been changed since it was presented to the Work Group, but has been improved for delivery. The Wyoming Fire Marshal's Office will have a couple of outside trainers that will be provided the master trainer class in the next couple of weeks. Once the trainers have completed the Master Trainer class, they will be available for providing end user training.

New Business

Jerry Kennedy asked about the Communications Unit Leader (COML) Training that was going to be provided by the Department of Homeland Security – Office of Emergency Communications. The Wyoming Law Enforcement Academy is sponsoring a COML class on April 7, 8, and 9, 2009. There are some prerequisites for the DHS COML class including the completion of some of the National Incident Management classes. The DHS COML training will not meet the requirements for the Wildland Fire COML certification.

Other

Jim Archerd made a motion to adjourn, seconded by Dave Johnson, Motion passed on a voice vote.

The meeting was adjourned at 3:15 pm.

Respectfully Submitted,

Robert Symons
PSCC Administrative Support