



Status Meeting Minutes

WyoLink Contact Number: 307-777-WLNK (9565)

Date: December 22, 2014 **Time:** 10:00 A.M. To 10:41 A.M.

Location: WYDOT, 5300 Bishop Blvd, Cheyenne, Planning Building, Geology Conference Room, first floor (south end)
Conference Phone: 877-278-8686 PIN: 085726

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| Attendees | Bob Symons, PSCC | Mark Young, State Fire Marshal’s Office by phone |
| | Brent Byrd, Collins Communications by phone | Marty McCoy, WyoLink |
| | Dan Perko, WY State Forestry | Mike Mullarkey, Aurora Marketing |
| | Dave Riegert, Motorola | Rob Wilson, WYDOT |
| | Glen Crumpton, Laramie County Combined Communications Center | Steve Langworthy, Motorola by phone |
| | Jenifer Shassetz, Sheridan PD by phone | Troy Berg, WyoLink |
| | Ken Shultz, WYDOT | |

1. Tip of the Month Interoperability: December 22, 2014.

Interoperability is the ability of field units and agencies to talk and share data in real time, when needed and as authorized.

Wyoming has identified conventional and trunking interoperability solutions. On the conventional systems the use of Wyoming Mutual Aid and the VCALL and VTAC channels may be used. Wyoming Mutual Aid is licensed by the Wyoming Highway Patrol and agencies must request authorization for their use from Highway Patrol. The VCALL and VTAC channels are licensed statewide by the Wyoming Office of Homeland Security and may be used by any public safety agency for interoperable communications. The dispatch centers may not have programmed the VCALL10 channels. Some of the VFIRE channels are not all reserved nationwide. This will be covered next week. Most dispatch centers have programmed Wyoming Mutual Aid to their consoles.

WyoLink has created four county interoperable talkgroups for each county – CAT 1-4 and four MAT talkgroups per Regional Response Area. The CAT talkgroups begin with the county number (Example - 23CAT1, 23CAT2, 23CAT3 and 23CAT4). The CAT1 talkgroup is meant to be used as a calling and command talkgroup. The ##CAT 2, 3 and 4 talkgroups are designated as tactical or assignable talkgroups. The CAT talkgroups are primarily used for incidents or exercises utilizing agencies within the county.

The MAT talkgroups are listed by the Regional Response area – MAT1 for Region 1, MAT2 for Region 2, etc. The primary MAT Talkgroup is meant as a calling and command talkgroup. The other MAT talkgroups are listed as MAT1A, MAT1B and MAT1C. The MAT # A, B, and C are designated as tactical or assignable talkgroups. The MAT talkgroups are designated for incidents or exercises involving multiple counties, state agencies and/or federal agencies.

The Wyoming Interoperability Guide is available on the PSCC website at http://pscc.wyoming.gov/c_minutes.aspx

2. Core Site Status

a. **Black Mountain (BTNF):** December 22, 2014:

Status: The site sharing agreement for Black Mountain has been signed by both WYDOT and Teton Communications. The equipment for this site is on hand and is being installed now. WYDOT Telecommunications is still working on moving existing frequencies to this site. Once the frequencies are licensed, Teton Communications will order the combiner. There is adequate funding to construct Black Mountain in the FY 2015 budget at this time. The racks of RF and DC have been installed at Black Mountain and are being wired now. The frequencies for this site were given to the frequency coordinators: RadioSoft on July 22nd and the Federal frequencies were requested of Chris Lewis, the Interoperability Program Manager with the Department of The Interior on July 10th. Given frequency licensing and possible weather delays, this site may not be active until late spring of 2015.

Actions: The Federal Frequencies have passed NTIA coordination and the coordination information has been given to Larry Sheridan. Letters of concurrence for the remaining frequencies are still in the works.

b. **Monument Ridge (BTNF):** December 22, 2014:

Status: Marty met with Big Piney District Ranger Rob Hoelscher in Pinedale June 26th to discuss Monument Ridge. Marty anticipates it is unlikely construction will be approved at Monument Ridge before 2016 due to the amount of time it will take for the Forest Service to evaluate our proposal. At this time, funds are not available to construct a site at Monument Ridge.

Actions: Marty is researching possible alternatives to Monument Ridge with WYDOT's microwave division and Teton County. There are no updates on this research at this time.

c. **Salt Pass (BTNF):** December 22, 2014:

Status: **This site is operational.** The reclamation of the old site is expected to be complete in 2015. Marty has obtained the requirements for the reclamation of the old Salt Pass site from the Bridger Teton National Forest. Funding is now available for the reclamation, and Marty will be working to obtain bids for this work.

Actions: Marty is working with purchasing to put out for bid for reclamation and seeding of the old site in the spring of 2015. The Requisition for this bid was submitted December 16th. Marty will verify the seed mix needed for this site with the BTNF. Depending on the viability of the seed, Marty may have some that can be used.

- d. **Signal Mountain (GTNP):** December 22, 2014:
Status: Marty is working on rates for leasing connectivity from Signal Mountain to the WyoLink system. There is adequate funding to construct Signal Mountain in the FY 2015 budget at this time. Given issues with frequency licensing and possible winter site access issues, it is possible this site will not be active until late spring of 2015. Movement of one Federal frequency to Signal Mountain was requested of Chris Lewis, the Interoperability Program Manager with the Department of The Interior on April 10, 2014. Marty continues to follow up with Chris at least monthly. Our request is only one item in Chris's very heavy workload, so some patience is required as we ask for use of one of their frequencies.
Actions: The lease for this site has been fully executed. Marty is waiting for the permit from the National Park Service with acceptable language. When this arrives, he will immediately take it to the Attorney General for approval as to form.

3. Portable Coverage Enhancement Site Status

- a. **Pinedale:** December 22, 2014:
Status: All equipment for this site including the combiner is on hand. The tower has been constructed and Sublette County has essentially completed construction of their building.
Actions: The equipment has been installed in the building. Clark Wireless is working on cable trays, ice bridge and grounding. Sublette County indicates the HVAC will arrive around December 19th and should be installed shortly thereafter. Given weather related site access issues, this site may not be active until late spring of 2015.

4. Local Site Status:

- a. **Alcova Reservoir:** December 22, 2014:
Status: This site is operational.
Actions: None to report.
- b. **Glenrock:** December 22, 2014:
Status: Converse County is considering building a Portable Coverage Enhancement site in Glenrock. They have completed the application to connect to WyoLink, and this will be considered at the September PSCC meeting. They are finalizing the location of this site and the microwave link to connect to WyoLink. The microwave link will connect at MoHi. Converse County has signed their contract with Motorola for this site, but they have not finalized the location for this site yet – it may be at the Fire Hall or at Tall Grass. Frequency licensing is in progress. As soon as the license is granted, Jose Crespo (Motorola) will let WyoLink know. Jose estimates this site will be operational in February of 2015, barring site access issues or other delays.
Actions: WyoLink stands ready to work with Converse County as they design and plan their (800 MHz) site. Jose estimates this site will be operational in February of 2015, barring site access issues or other delays. Converse County is still working with the owning agency to inspect the site and tower at Tall Grass. They are working with engineers to develop a plan to strengthen this tower to support the additional load. Until a final decision is made on this site, 800 MHz and microwave licensing is on hold. Marty will work with Chuck on an MOU for Converse County's presence at Morton Hill

when they install that end of their PtP microwave link. April is a more reasonable estimate for the completion of this site.

5. **Low Speed Data:** December 22, 2014:

Status: The Cheyenne Radio Shop reports that the WYDOT Maintenance application that will aid in quick reporting of road conditions is operational in District 1. WYDOT Maintenance and the Cheyenne Radio Shop report that low speed data over WyoLink is working very well for this application. WHP has decided to utilize mobile WiFi in their vehicles to provide data connectivity.

Actions: Marty will coordinate with the Cheyenne WYDOT Radio Shop for a stress test of data usage by WYDOT Maintenance tablets.

6. **Console Connectivity:** December 22, 2014:

Status: Marty and Mike Kurz (WYDOT Telephone section) have decided that the leased T1 circuits to the consoles in Lander and Riverton would be the next candidates for replacement with lower cost ME links. Mike and Marty are working on converting the leased T1 circuits to Sheridan to Metro Ethernet. Lincoln County's talkgroup plan has been completed. Lincoln County will now read their radios in preparation for programming. Codeplugs will come in phases to stagger codeplug requests. Fremont County is exploring options to replace the leased circuits to their consoles with a lower cost alternative. The WyoLink Support office and WYDOT Telecommunications Sheridan Radio Shop have installed the equipment for this. It is currently undergoing testing. We are working out issues with testing. After this testing is complete, the changes will be made to utilize this Metro Ethernet link. Bob Symons indicates he would like to set up a CSSI testing session with several console vendors

Actions: WyoLink will likely move the Sheridan PD T1 to Metro Ethernet by the end of January.

7. **Adjacent State Connectivity:** December 22, 2014:

Status: Idaho, Montana, Nebraska, South Dakota and Utah are all in varying stages of system update and compatibility and are contemplating connectivity with Wyoming among other states. Adams and Weld Counties have broken away from Colorado's statewide system, and they will have ISSI in their new master site. Colorado will reportedly use ISSI to connect their radio system to FRCC (Weld and Adams Counties) and Denver's Harris system.

Actions: If WyoLink obtains CSSI, it will give us the ability to connect with adjacent states via ISSI. Colorado and Nebraska are the most immediate possibilities, and will depend on T1 connectivity with these states

8. **Risk Management:** These are WyoLink issues posing significant risk to the system and a description of the risk.

a. **Hoback Area Communications:** **Medium Risk.** December 22, 2014.

Status: Given the extreme high cost for constructing and maintaining a site at Pow Wow, The PSCC recommended that Marty move forward with a more detailed proposal for using Black Mountain, ID, Monument Ridge, WY and possibly one other site to provide approximately the same coverage. A site sharing agreement for Teton Communications new site at Black Mountain has been signed and this site is moving forward. Funding to construct a site at Black Mountain is in the FY2014 budget at this time. Funding to construct a second site (Monument Ridge) providing coverage in the

Hoback area will be sought through the FY2016 WYDOT budget process. Marty is still open to site suggestions for this area, and is evaluating possible alternatives to Monument Ridge with WYDOT's microwave division.

Actions: There are no updates at this time.

b. **Local Activity Affecting WyoLink Performance: Low Risk.** December 22, 2014.

Status: Bob and Marty will have discussions with local agencies to see what can be done to reduce the impact to WyoLink from their local operations. The WyoLink Office tracks usage on the system (including busies) to keep aware of possible issues on WyoLink both now and in the future.

Actions: Busy indications from the WyoLink site at 85 South have ceased since the site has been expanded to 7 channels.

9. **Coverage:** December 22, 2014:

Status: Testing results are being uploaded to WYDOT's GIS program and the coverage map is showing these results as they are uploaded. This map displays coverage testing results from a mobile radio standpoint. The WyoLink Support Office has converted all of the BER based coverage testing results into the necessary format for WYDOT's GIS program, and these converted results have been delivered to GIS to be uploaded to the coverage map. Marty is tracking progress by WYDOT's GIS program.

Actions: Marty will follow up with WYDOT's GIS program regarding the possibility of having BER test results on the map before the end of February. Coverage has been identified as a major issue from the EAD survey.

10. **Busies:** December 22, 2014:

Status: The WyoLink Office tracks usage on the system (including busies) to keep aware of possible issues on WyoLink both now and in the future. The Operations Workgroup will tackle the issue of setting an acceptable busy rate standard for WyoLink.

Actions: Busy indications from the WyoLink site at 85 South have ceased since the site has been expanded to 7 channels.

11. **Dragging Traffic:** December 22, 2014:

Status: The WyoLink Support Office is not aggressively tracking instances of dragging traffic unless it results in busy indications, but does research occurrences when time permits and they are noticed. WyoLink users are encouraged to move off their normal dispatch talkgroup when traveling outside their home area to avoid dragging their dispatch traffic to a remote portion of the state unnecessarily. This can cause unnecessary loading on towers removed from their local area and create busy indications both in these remote areas and in their home area.

Actions: There have been no notable instances of dragging dispatch traffic in the last month.

12. **Codeplug Schedule:** December 22, 2014:

Status: The WyoLink Office has completed 3656 codeplugs to date in 2014, with an average wait time of two weeks. There are 82 codeplugs on the schedule to be completed and the predicted wait for codeplugs that are newly submitted is about 1 week. We have been working to get codeplugs completed for all agencies so they are not adversely affected by the large number of codeplugs on the schedule. We are working diligently to process codeplugs and

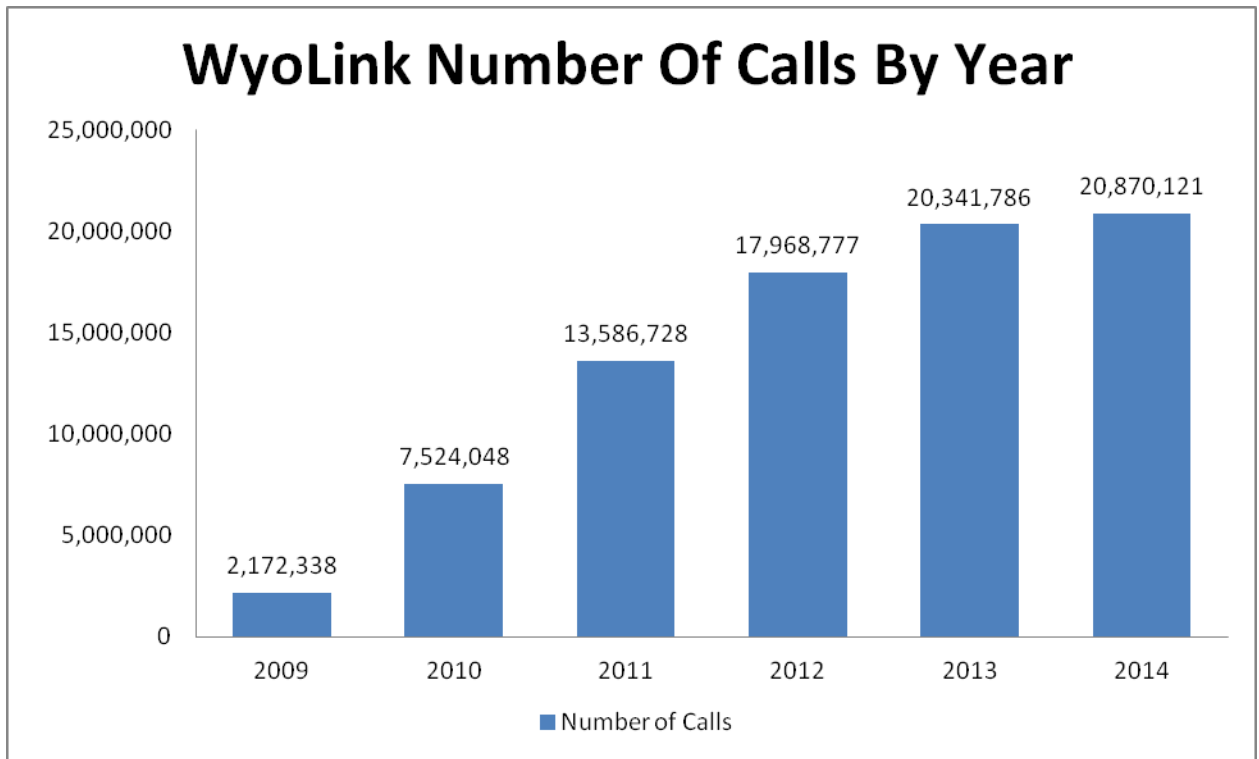
return them to each agency so they may insert them and begin to use their radios. If any agency has questions about their codeplugs, please call the WyoLink Support Office and we will be happy to help.

Actions: The WyoLink Support Office has completed 75 codeplugs in December of 2014. There are 82 codeplugs on the schedule to be completed and the predicted wait for codeplugs that are newly submitted is about 1 week.

13. WyoLink Usage: December 22, 2014:

Status: Currently there are about 17,950 radios able to use WyoLink. There are 264 agencies approved to use WyoLink with 112 State and Federal agencies and agencies in 19 Counties having moved their operations to WyoLink. WyoLink usage for calendar year 2014 is 20,870,121 calls, with a busy rate (by time) of 0.014%. In 2014 WyoLink has been available over 99.9% of the time.

Actions: As a result of feedback and suggestions received at the last two Status Meetings, WyoLink usage will be displayed in January of each year with a bar chart showing usage yearly since 2009.



14. PSCC Meeting: December 22, 2014:

Status: The next PSCC meeting will be in March of 2015 in Teton County. If you know of anyone who would like to receive notices for PSCC meetings, please contact Bob Symons (307-777-5065 or bob.symons@wyo.gov) or Marty McCoy (307-777-4756 or martin.mccoy@wyo.gov) and we will add you to the distribution list for these notices.

Actions: When the schedule is finalized for the PSCC meeting, it will be included here.

15. WyoLink User Training: December 22, 2014:

Status: The new training program is an agency specific program and is more user-

oriented, concentrating on what is in the user's radio. It is a "Train the Trainer" program. There are two customized handouts. One is the user's talkgroup plan and the second is a picture of the user's radio with descriptions regarding the function of the buttons and knobs on the radio. Bob Symons conducted classes for local agencies across Wyoming, and is considering additional training on the use of CAT and MAT talkgroups. If anyone would like to have additional training, please contact Bob Symons. Bob is considering developing a dispatch training program.

Actions: As a result of the EAD survey and the Needs Analysis that will be completed by the PSCC, there will be an update of the training program. When details are available, they will be posted here. If anyone would like training, please contact Bob Symons.

- 16. Needs Analysis:** December 22, 2014: We are working with the Department of Economic Analysis to prepare a third party needs analysis for WyoLink. This will identify WyoLink's current needs for the immediate and near future. This survey has already been distributed, completed and returned. This survey and needs analysis is vital for the future of WyoLink. If anyone has additional comments or suggestions, please contact your PSCC commissioner and relay your thoughts to them.

Actions: There were 179 responses to the survey sent out by the Economic Analysis Division. This is amazing! Many thanks to Emily Johnson and Tegan Carter with EAD for their hard work on this survey.

- 17. Spectrum:** December 22, 2014: Wyoming has been very lucky to have been granted access to Federal Spectrum for WyoLink's operation. We have received a very great benefit from our Federal Partners, as Federal Frequencies make up about 20% of our spectrum, and federal usage of WyoLink is less than 2%. Many thanks to our federal partners for their support!

- 18. Next Meeting:** Monday, January 26, 2015 at 10:00 at WYDOT, 5300 Bishop Blvd, Cheyenne, Planning Building, Geology Conference Room, first floor (south end). There will be a Conference Phone available for anyone wishing to call in and participate. The number is: 877-278-8686 PIN: 085726

WyOLink Site Map December 8, 2014

