



# Status Meeting Minutes

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

---

**Date:** November 17, 2014 **Time:** 10:00 A.M. To 10:23 A.M.

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

**Attendees**  
Daniel Zackey, BIA by phone  
Jenifer Shassetz, Sheridan PD by phone  
Captain Joshua Walther, WHP by phone  
Mark Jordan, ICOM by phone  
Neil Clatworthy, Motorola by phone  
Richard Clark, US Forest Service  
Troy Berg, WyoLink

**1. Tip of the Month Interoperability:** November 17, 2014.

Communication interoperability is more than a catch phrase, **Interoperability** is the ability of field units and agencies to talk and share data in real time, when needed and as authorized.

Interoperability challenges extend beyond technical and cost issues. Interagency planning and governance among participating agencies is critical. Technology can enable interoperability, but public safety executives must foster collaborative interagency relationships to fully utilize any deployed capability. Policies and procedures must be developed to determine who can authorize a link and under what circumstances and what radio protocol will be used. Plain English is recommended, but users may also need a limited set of agreed upon codes. Multiagency training is important to provide realistic practice using radios to communicate with officers of other agencies. Finally, it is important that field officers use interoperability equipment frequently as part of their daily operations to ensure familiarity and preparedness for a major incident.

**2. Core Site Status**

a. **Black Mountain (BTNF):** November 17, 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 22<sup>nd</sup> and the Federal frequencies were requested of Chris Lewis, the Interoperability Program Manager with the Department of The Interior on July 10<sup>th</sup>. There has been no update on the coordination of licensing of frequencies for Black Mountain. Given frequency licensing and possible weather delays, this site may not be active until late spring of 2015.

**Actions:** Neil Clatworthy stated that equipment is in place. Frequencies are at NTIA for action.

b. **Monument Ridge (BTNF):** November 17, 2014:

**Status:** Marty met with Big Piney District Ranger Rob Hoelscher in Pinedale June 26<sup>th</sup> 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):** November 17, 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 reseeding of the old site in the spring of 2015.

d. **Signal Mountain (GTNP):** November 17, 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 has been signed by WYDOT and is with Union Cellular for signature. All of the equipment for this site is on hand and ready for installation. Marty and Neal are scheduling for installation. Neil stated that there is a permit needed from State Attorney General for access and will work with Marty to acquire.

3. **Portable Coverage Enhancement Site Status**

a. **Pinedale:** November 17, 2014:

**Status:** All equipment for this site including the combiner is on order. The

tower has been constructed and Sublette County has begun construction of their building.

**Actions:** Neil stated there is no access to the building. We are waiting for building to be completed for installation. After this the equipment can be installed. Due to issues with AC power at the building and our generator and transfer panel, a new generator and transfer panel have been ordered. Since the new transfer panel may not arrive in time to be installed, the electrician may wire the building so it can operate now and the transfer panel may be installed when it arrives. Given weather related site access issues, this site may not be active until late spring of 2015.

**4. Local Site Status:**

a. **Alcova Reservoir:** November 17, 2014:

**Status:** Natrona County is constructing an 800 MHz site at Alcova Reservoir. The equipment has been delivered. The application to connect this site to WyoLink was approved by the PSCC during their meeting March 20<sup>th</sup>. Bill Walter, chairman of the PSCC Spectrum Committee indicates the letters of concurrence have been completed. The application for the frequencies has been submitted to the FCC.

**Actions:** Neil stated all dishes are up and equipment in starting to be tested today and optimization to follow. Estimates site should be active by 1 Dec.

b. **Glenrock:** November 17, 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.

**Actions:** WyoLink stands ready to work with Converse County as they design and plan their (800 MHz) site. 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. There are no updates to this site at this time. Bob Symons indicates that the application for the 800 MHz frequencies for this site needs to be submitted to the Regional Planning Committee. Bill Walter indicates the 700/800 MHz committee met November 17th at APCO.

**5. Low Speed Data:** November 17, 2014:

**Status:** WYDOT Maintenance is looking at an application that will aid in quick reporting of road conditions, with an expected operational date of winter 2014. WHP has decided to utilize mobile WiFi in their vehicles to provide data connectivity.

**Actions:** There are no actions to report for this topic.

**6. Console Connectivity:** November 17, 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.

**Actions:** 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.

7. **Adjacent State Connectivity:** November 17, 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:** ISSI testing has begun in Colorado. There were no difficulties between Motorola systems, but Motorola to Harris and Harris to Motorola both had issues. These are being resolved.

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.** November 17, 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.

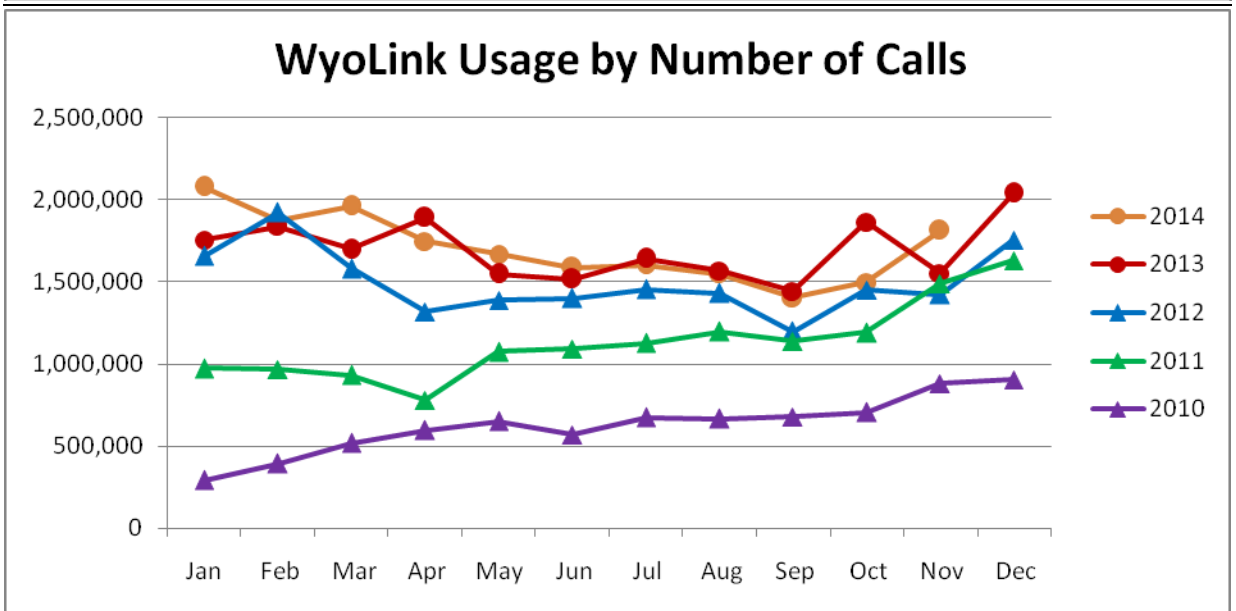
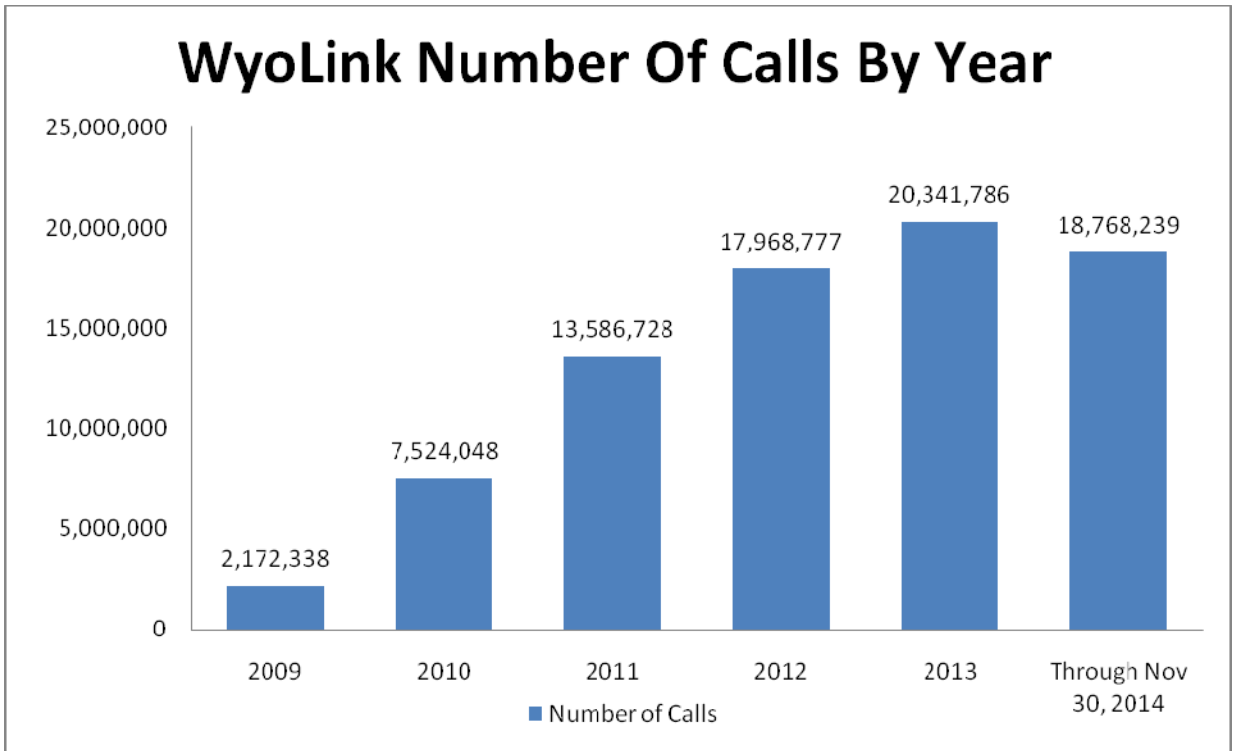
**Actions:** There are no updates at this time.

b. **Local Activity Affecting WyoLink Performance: Medium Risk.** November 17, 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, and is observing heavy loading on one site in south east Wyoming – 85 South. WYDOT has secured funding for the addition of two channels to 85 South.

**Actions:** The contract for the 85 South two channel expansion has been signed by WYDOT and Motorola. The equipment is on order and is arriving at the WyoLink Office. Base radios and combiner parts are on hand. Crystal filters are on hand. Neil estimates install will be completed by mid December. Equipment installation is being scheduled now. Frequencies for this site were licensed on June 6, 2014.

9. **Coverage:** November 17, 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.  
**Actions:** Marty is tracking progress by WYDOT's GIS program.
10. **Busies:** November 17, 2014:  
**Status:** There are still a high number of busy indications on 85 South. The Operations Workgroup will tackle the issue of setting an acceptable busy rate standard for WyoLink.  
**Actions:** The contract for the 85 South two channel expansion has been signed by WYDOT and Motorola. The equipment is on order and is arriving at the WyoLink Office. Base radios and combiner parts are on hand. Equipment installation is being scheduled now. Frequencies for this site were licensed on June 6, 2014.
11. **Dragging Traffic:** November 17, 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:** November 17, 2014:  
**Status:** The WyoLink Office has completed 3466 codeplugs to date in 2014, with an average wait time of two weeks. There are 100 codeplugs on the schedule to be completed and the predicted wait for codeplugs that are newly submitted is two weeks. 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 305 codeplugs to date in November of 2014.
13. **WyoLink Usage:** November 17, 2014:  
**Status:** Currently there are 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 through November 30<sup>th</sup> in 2014 is 18,768,239 calls, with a busy rate (by time) of 0.018%. In 2014 WyoLink has been available over 99.9% of the time. Information showing the top 20 talkgroups on WyoLink by air time in November is attached.  
**Actions:** We are seeking inputs as to how you would like this information displayed.



**14. PSCC Meeting:** November 17, 2014:

**Status:** The next PSCC meeting will be December 10<sup>th</sup> in Cheyenne. 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](mailto:bob.symons@wyo.gov)) or Marty McCoy (307-777-4756 or [martin.mccoy@wyo.gov](mailto:martin.mccoy@wyo.gov)) and we will add you to the distribution list for these notices.

**Actions:** None to report.

**15. WyoLink User Training:** November 17, 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.

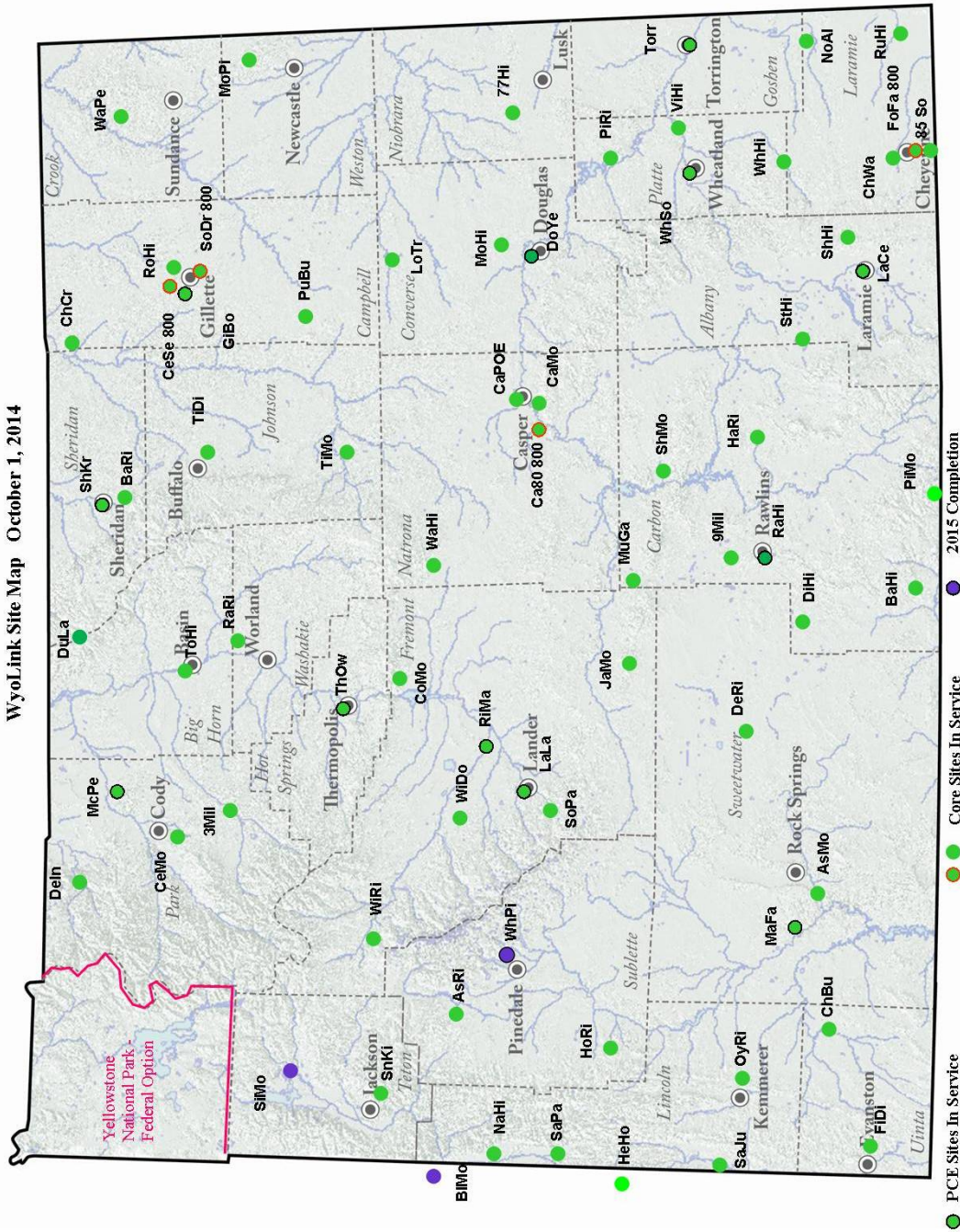
**Actions:** None to report. If anyone would like training, please contact Bob Symons.

- 16. Needs Analysis:** November 17, 2014: We are working with the Department of Economic Analysis to prepare a third party needs analysis for WyoLink. This will determine what the needs are and is projected to be complete by the end of October. This survey has already been distributed and some have been completed and returned. Bob Symons will touch base with those who have completed their surveys. Those who have not completed their surveys will likely be called to encourage them to do so. This survey and needs analysis is vital for the future of WyoLink. This is everyone's chance to make their needs and desires known so they can be included in the long term plan.

**Actions:** None to report.

- 17. Next Meeting:** Monday, December 22, 2014 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 October 1, 2014





# Total Airtime Top 20 Talkgroups

System: ALL      Zone: ALL      Site: ALL  
 Start Date: 11/01/2014 12:00:00 AM  
 End Date: 12/01/2014 12:00:00 AM

<i>TalkgroupID</i>	<i>Talkgroup Alias</i>	<i>Minutes</i>
13720	10SO1	7,531.0
13700	10RPD	6,294.6
610	05LE1	5,675.0
214	02LE1	5,612.0
13168	01LAW-DISP-1	5,518.7
1202	08LE1	5,510.8
19875	HP BMF	4,911.8
405	04RSPD	4,782.6
13757	10WRPD	4,764.7
14907	17SO1	4,212.6
14904	17GPD	4,124.0
13708	10LPD	4,047.3
19871	HP ING	3,811.2
13169	01LAW-DISP-2	3,462.2
14900	17CCSDR	3,141.0
19883	HP LQ	3,029.7
20083	DOT 4	2,958.3
14104	13SO	2,753.8
400	04SO1	2,680.7
6378	HP JPH	2,612.7
<i>Data Provided by Genesis</i>		<b>87,435</b>



## Total Airtime For The Top 20 Talkgroups From November 1, 2014 through November 30, 2014

