Status Meeting Minutes

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

Date: September 29, 2014   **Time: 10:00 A.M. To 10:51 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

Bob Symons, PSCC	Ken Shultz, WYDOT
Captain McLees, WHP by phone	Marty McCoy, WyoLink
Craig Post, ComTech by phone	Neil Clatworthy, Motorola by phone
Dave Riegert, PSCC	Rob Wilson, WYDOT
Jose Crespo, Motorola by phone	Will Walter, PSCC

1. <u>**Tip of the Month**</u>

   Top Troubleshooting Tips: September 22, 2014. These are the top troubleshooting tips for resolving issues with mobile and portable radios when there are issues on WyoLink:

   - Confirm your radio is set to the correct talkgroup. Otherwise, you won't be able to hear the other people with whom you would like to communicate and they won't hear you.

   - Check the display for an antenna symbol and signal strength bar graph. If they are not present move your channel and/or zone selector to a trunked talkgroup.

   - Confirm your radio has been "optimized." Otherwise, your radio will likely still work, but not reliably or consistently. The optimization process requires a trained technician who has access to specialized testing equipment.

   - Ensure your radio has the proper antenna. Both mobile and portable radios should be equipped with a certain type of wideband antenna. The wrong antenna will severely compromise performance.

   - Check connectors and wires. A loose antenna connector or damaged antenna cable will significantly impair performance.

   - Be aware a WyoLink outage may occur. If you radio displays "Site Trunking," access to the system is temporarily limited. Some outages are planned (and some are not), but when they do happen, a "GovDelivery" notification will be issued. To begin receiving

free GovDelivery notifications, go to
https://public.govdelivery.com/accounts/WYDOT/subscriber/new?

- If none of these tips resolve your issue, contact your radio service provider for assistance.

Users or interested parties may sign up for the notifications by accessing the WyoLink Web Page for email notifications at http://wyolink.state.wy.us/mailingList/index.aspx Both of the notification sign-ups are listed on this page.

2. **Core Site Status**

a. **Black Mountain (BTNF):**   September 29, 2014:
Status: The site sharing agreement for Black Mountain has been signed by both WYDOT and Teton Communications. The equipment for this site is scheduled to be on hand October 1st. 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 2014 budget at this time.
Actions: The site has been completed enough for equipment installation. 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.

b. **Hoback Area (BTNF):** September 22, 2014:
Status: This section has been renamed to Hoback Area to more accurately reflect the location of the sites that will be used to provide coverage in this area. Due to the extreme cost of constructing at site at Pow Wow (~$5.5M) and the extreme cost of maintaining a site in a roadless area (by helicopter), the PSCC has directed Marty to look at alternative sites. One of these is Black Mountain and the other may be Monument Ridge.
Actions: Actions for this section are listed under Black Mountain and Monument Ridge.

c. **Monument Ridge (BTNF):**   September 29, 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.

d. **Salt Pass (BTNF):** September 29, 2014:
Status: This site is operational. The reclamation of the old site is expected to be complete in 2015.
Actions: Marty has discussed the reclamation of this site with the BTNF

beginning in June of 2012 with Rick Clark, the USFS / WYDOT liaison several times between July 2012 through today and is waiting for additional information from Rick.

e.   **Signal Mountain (GTNP):** October 1, 2014:
Status: Marty is working on rates for leasing connectivity from Signal Mountain to the WyoLink system.   The equipment (with the exception of the combiner) is on order. There is adequate funding to construct Signal Mountain in the FY2014 budget at this time.
Actions: Marty hand delivered the lease from union wireless to the Attorney General's Office for approval as to form Wednesday morning, October 1st. 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 the very heavy workload of Chris, so some patience is required as we ask for use of one of their frequencies.   Some of the equipment for this site was damaged in shipment, and Motorola is working on having it replaced. The remainder of the equipment was shipped September 23rd and is scheduled to be on site October 1st.

3.   **Portable Coverage Enhancement Site Status**

a.   **Pinedale:**   September 29, 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: The frequencies for this site have been licensed and the combiner has been ordered. Marty has finalized the placement of equipment in the building with Motorola. The building is scheduled to be complete around the end of October, after which the equipment can be installed. Given weather related site access issues, this site may not be active until late spring of 2015.

4.   **Local Site Status:**

a. **Alcova Reservoir**:   September 29, 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 20th.   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: Motorola continues to work on the construction of this site, and estimates the site will be complete the end of October. The PtP to connect to the Casper Mountain 800 site is on order. Motorola estimates this will be active mid to late November.

b. **Glenrock**:   September 29, 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.

5. **Low Speed Data:** September 29, 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.

Actions: WHP has decided to utilize mobile WiFi in their vehicles to provide data connectivity.

6. **Console Connectivity**: September 29, 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 is programming the equipment for the conversion of the leased T1 lines to Sheridan to Metro Ethernet and will arrange for this equipment to be installed and tested during October.

7. **Adjacent State Connectivity:** September 29, 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: Bob Symons indicates there are no significant updates to this section. He will try to determine how Colorado's implementation of ISSI is progressing.

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.** September 29, 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.

Actions: Marty is evaluating possible alternatives to Monument Ridge with WYDOT's microwave division and Teton County.

b. **Local Activity Affecting WyoLink Performance: Medium Risk.** September 29, 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 2 channel expansion has been signed by WYDOT and Motorola and the equipment will soon be on order. Equipment installation is tentatively scheduled for the beginning of December. Frequencies for this site were licensed on June 6, 2014.

9. **Coverage:** September 29, 2014:
Status: Testing results are being uploaded to WYDOT's GIS program and the coverage map is showing these results as they are uploaded. To date, about 65% of the coverage testing results have been uploaded to WYDOT's GIS program. This map displays coverage testing results from a mobile radio standpoint. WyoLink will make a concentrated effort to have all testing results uploaded to the map by the end of the year.
Actions: The WyoLink Support Office continues to work on the conversion of past testing results into a format usable by WYDOT's GIS program by the end of the year.

10. **Busies:** September 29, 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 2 channel expansion has been signed by WYDOT and Motorola and the equipment will soon be on order. Equipment installation is tentatively scheduled for the beginning of December. Frequencies for this site were licensed on June 6, 2014.

11. **Dragging Traffic:** September 29, 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. The map used to display instances of dragging traffic in the WyoLink Support Offices will be re-configured in the near future to be more accurate.

12. **Codeplug Schedule:** October 1, 2014:
Status: The WyoLink Office has completed 2815 codeplugs to date in 2014, with an average wait time of 13 days. There are 62 codeplugs on the schedule to be completed and the predicted wait for codeplugs that are newly submitted is one week. We have been working to
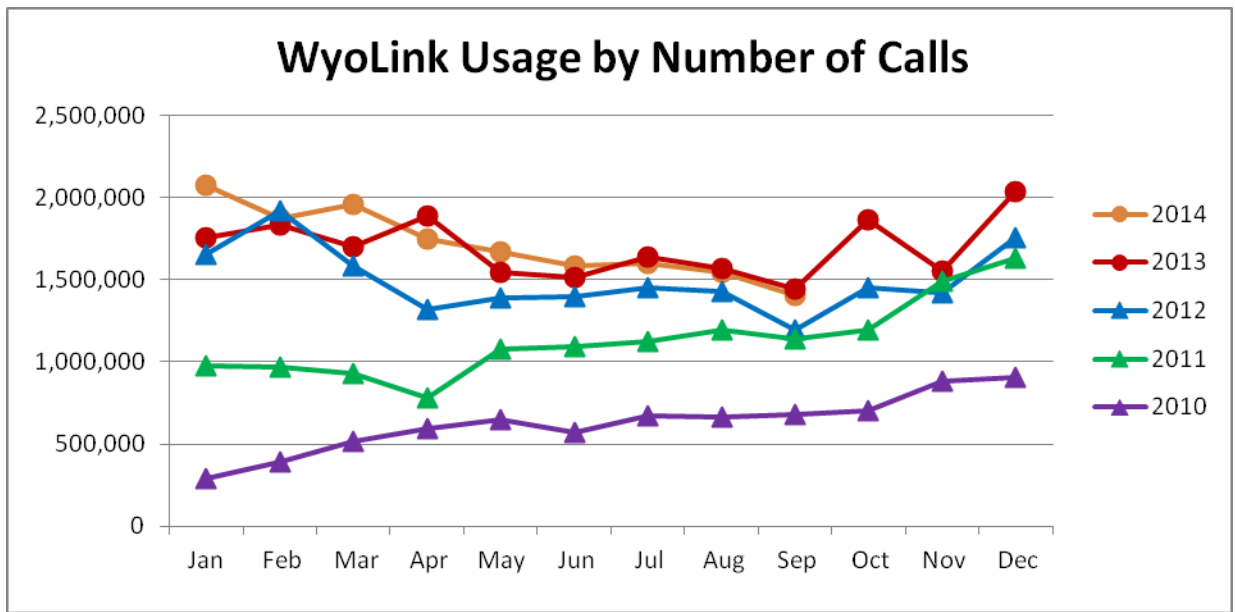
get codeplugs completed for all agencies so they are not adversely affected by the large number of codeplugs on the schedule. We are working diligently to process codeplugs and return them to each agency so they may insert them and begin to use their radios. If any agency has questions about their codeplugs, please call the WyoLink Support Office and we will be happy to help.

Actions: The WyoLink Support Office has completed 202 codeplugs in September of 2014.

13.   **WyoLink Usage:**   October 1, 2014:

Status: Currently there are 17,667 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 September 30th in 2014 is 15,465,491 calls, with a busy rate (by time) of 0.014%.   In 2014 WyoLink has been available over 99.9% of the time.   Information showing the top 20 talkgroups on WyoLink by air time is attached.

Actions: The number of agencies approved to use WyoLink has decreased from previous documents as agencies that were approved by the PSCC but had not signed and returned their membership agreements have been removed.

14.   **PSCC Meeting:**   September 29, 2014:

Status: The next PSCC meeting will be in December   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) or Marty McCoy (307-777-4756 or martin.mccoy@wyo.gov) and we will add you to the distribution list for these notices.

Actions: None to report.

15.   **WyoLink User Training:**   September 29, 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
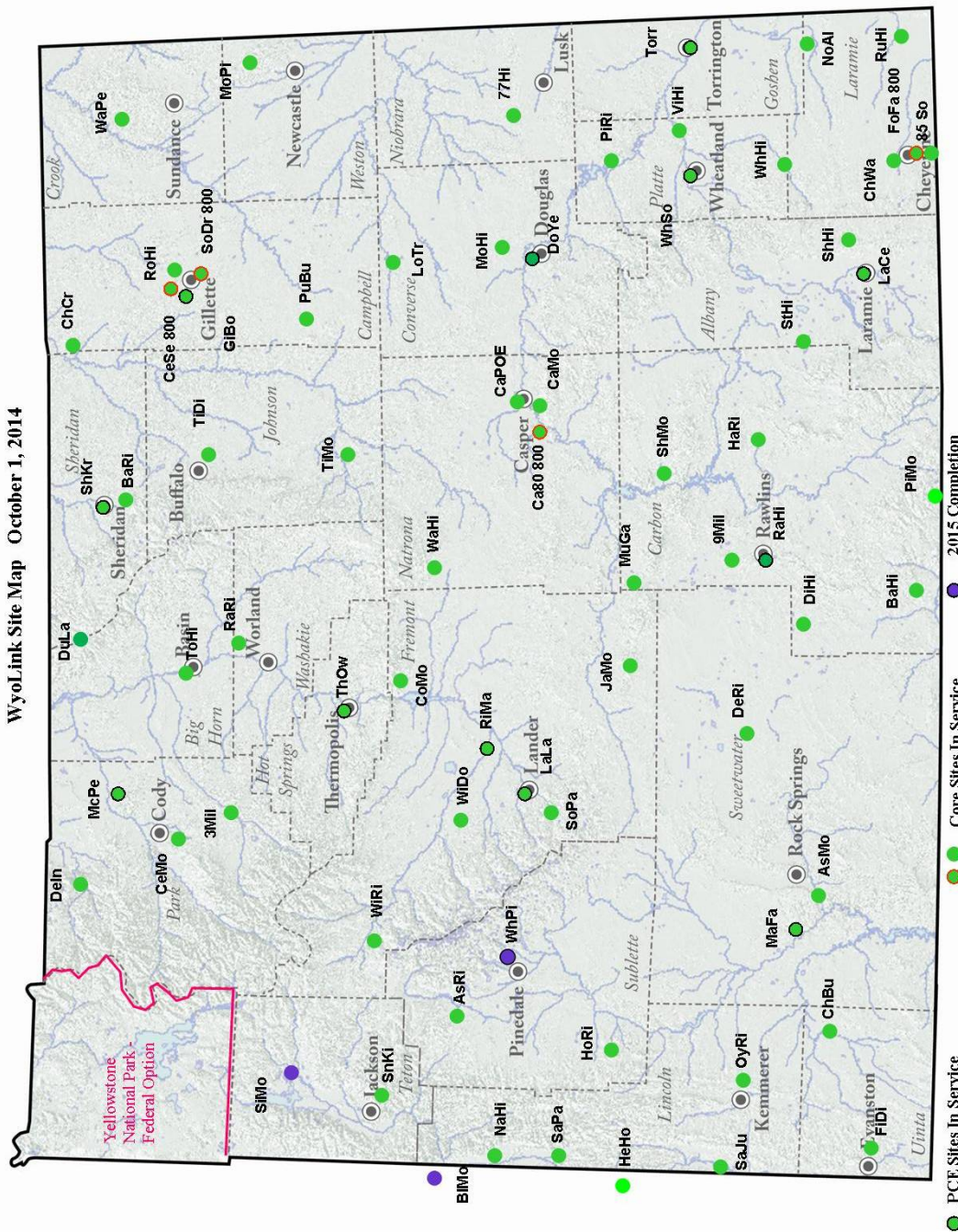
the user's radio with descriptions regarding the function of the buttons and knobs on the radio. Bob Symons conducted classes for local agencies across Wyoming, and is considering additional training on the use of CAT and MAT talkgroups. If anyone would like to have additional training, please contact Bob Symons.   Bob is considering developing a dispatch training program.
Actions: None to report. If anyone would like training, please contact Bob Symons.

16. **Other Matters:**   September 29, 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.

17. **Next Meeting:**   Monday, October 27, 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

Yellowstone
National Park -
Federal Option

MoPi
WaPe
Sundance
Newcastle
Weston
Niobrara
Crook
77Hi
Lusk
Torr
Torrington
Goshen
NoAl
RuHi
Laramie
FoFa 800
85 So
Cheyen
RoHi
SoDr 800
ChCr
CeSe 800
Gillette
GiBo
PuBu
Campbell
Converse
LoTr
MoHi
Douglas
DoYe
PiRi
ViHi
Wheatland
WhHi
WhSo
ChWa
ShHi
LaCe
Laramie
StHi
Sheridan
TiDi
Johnson
CaPOE
CaMo
Casper
Ca80 800
ShMo
HaRi
Albany
PiMo
ShKr
BaRi
Buffalo
TiMo
WaHi
Natrona
MoGa
Carbon
9Mil
Rawlins
RaHi
DiHi
BaHi
2015 Completion
DuLa
Big Horn
ToHi
RaRi
Worland
Washakie
ThOw
Fremont
CoMo
Sweetwater
DeRi
McPe
Cody
3Mil
Thermopolis
RiMa
WiDo
Lander
LaLa
SoPa
JaMo
Rock Springs
RsMo
AsMo
Core Sites In Service
CeMo
Park
Deln
WiRi
WhPi
MaFa
Sublette
AsRi
HoRi
ChBu
SiMo
Jackson
SnKi
Teton
Pinedale
OyRi
Kemmerer
Evanston
EvDi
PCE Sites In Service
NaHi
SaPa
HeHo
Lincoln
SaJu
Uinta
BIMo

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Total Airtime Top 20 Talkgroups

System	Zone	Site
ALL	ALL	ALL

Start Date: 09/01/2014 12:00:00 AM
End Date: 10/01/2014 12:00:00 AM

TalkgroupID	Talkgroup Alias	Minutes
13720	10SO1	8,216.9
13700	10RPD	7,915.6
610	05LE1	6,695.1
1202	08LE1	6,471.5
13168	01LAW-DISP-1	6,382.3
214	02LE1	6,195.0
14907	17SO1	5,539.0
13757	10WRPD	4,991.4
405	04RSPD	4,901.9
19875	HP BMF	4,718.9
13708	10LPD	4,508.5
14904	17GPD	4,203.4
13169	01LAW-DISP-2	3,954.6
19871	HP ING	3,816.4
400	04SO1	3,433.3
6378	HP JPH	3,129.7
14900	17CCSDR	3,022.4
13909	11PPD1	2,929.4
19883	HP LQ	2,770.0
406	04GRPD	2,651.5
Data Provided by Genesis		**96,447**

Total Airtime For The Top 20 Talkgroups For September, 2014