

**Wyoming Department of Transportation
Public Safety Communications Commission
Business Meeting Packet**



VIDEOCONFERENCE BUSINESS MEETING

Wednesday, April 14, 2021, at 3:00 p.m.



Mark Gordon
Governor

William T. Panos
Director

Wyoming Public Safety Communications Commission

COMPLETE PACKET INDEX



Mark Harshman
Chairman

Telephone No.:
(307) 777-4015

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Mark Gordon
Governor
K. Luke Reiner
Director

WYOMING DEPARTMENT OF TRANSPORTATION PUBLIC SAFETY COMMUNICATIONS COMMISSION BUSINESS MEETING AGENDA



Mark Harshman
Chairman
Telephone No.:
(307) 777-4015

| April 14, 2021, at 3:00 P.M. | Zoom Webinar – Call Secretary for Information at 777-4015 |

I. CALL TO ORDER

II. ROLL CALL

III. INTRODUCTIONS

IV. CHANGES/ADDITIONS TO AGENDA *(Tab 1)*

V. ACTION ITEMS

1. _____ Consideration of February 10, 2021, Draft Meeting Minutes *(Tab 2)*

VI. UPDATES/DISCUSSION

1. _____ Director's Report - Director Reiner
2. _____ Chief Technology Officer's Report - Mr. Babbitt
 - A. ___ NG911 Updates - Mr. Babbitt and Ms. Binning
3. _____ Emergency Communications Program Manager's Report - Mr. Smolinski
 - A. ___ 16-Tower Buildout Report *(Tab 3)* - Mr. Smolinski
 - B. ___ Statewide Interoperability Coordination Updates - Mr. Smolinski
 - C. ___ FirstNet Updates - Mr. Smolinski
 - D. ___ WyoLink Operational Updates - Mr. Gardiner

VII. PUBLIC COMMENT

VIII. ADJOURNMENT



Matthew H. Mead
Governor
K. Luke Reiner
Director

WYOMING DEPARTMENT OF TRANSPORTATION

PUBLIC SAFETY COMMUNICATIONS COMMISSION

DRAFT MEETING MINUTES



Mark Harshman
Chairman
Telephone No.:
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I. Call to Order

The Public Safety Communications Commission met via video conference on Wednesday, February 10, 2021. Chairman Harshman called the meeting to order at 3:00 p.m.

II. Roll Call

The following members were present constituting a quorum:

Chairman Mark Harshman
Commissioner Mike Choma
Commissioner Paul Bertoglio
Commissioner Frost Williams
Commissioner Dwane Pacheco

Commissioner Kebin Haller
Commissioner Doug Frank
Commissioner Jonathan Downing
Luke Reiner, Ex Officio Member

Commissioners Ron Gatti and Martin Armajo were absent.

III. Introductions

The following attendees participated in the meeting:

Troy Babbitt, Chief Technology Officer
Neil Gardiner, WyoLink Manager
Aimee Binning, 911 Planning Coordinator
Sandy Scott, Interim Commission Secretary

Nate Smolinski, Emergency Communications Manager
Mike Kahler, Senior Assistant Attorney General
Ryan Thompson, Assistant Attorney General

Former PSCC Vice Chairman Skip Hornecker also attended the meeting.

IV. Adjustments to Agenda

There were no adjustments to the agenda.

V. Action Items

Approval of Minutes: It was recommended by Secretary Scott, moved by Commissioner Bertoglio, seconded by Commissioner Frank, and carried to approve the October 7 2020, business meeting minutes.

WyoLink System Access Application: Mr. Gardiner presented an application for WyoLink system access from Bonneville County, Idaho, Emergency Management. Bonneville County borders Lincoln County in Wyoming. Having interoperability would allow the counties to communicate across state lines.

It was recommended by Mr. Gardiner, moved by Commissioner Williams, seconded by Commissioner Choma, and carried to approve the WyoLink and Wyoming Mutual Aid Application for System Access for Bonneville County, Idaho, Emergency Management.

WyoLink Logo Rebranding: Mr. Gardiner presented two WyoLink logo designs for Commission consideration. The purpose of the new design is to provide a fresh rebranding of WyoLink.

The first logo design depicted a buffalo head on the left side, and “WyoLink” and “Public Safety Communications” on separate lines across the middle, with a radio tower emitting a signal representing the letter “i” in the word “WyoLink.” The buffalo head, radio tower, and “WyoLink” text, including only the right half of the “W”, are in black ink, and the left half of the “W” in “WyoLink” and “Public Safety Communications” are in burnt orange colored ink.

The second logo design depicted a mountain silhouette in the background, and “WyoLink” and “Public Safety Communications” on separate lines across the middle with a radio tower emitting a signal on the top of one mountain in the center of the design. The mountains and the radio tower are in black ink, and the text is in a burnt orange colored ink.

It was moved by Commissioner Frank, seconded by Commissioner Williams, and carried to approve the buffalo head design as the new official WyoLink logo.

VI. Updates/Discussion

Director’s Update: Director Reiner presented the Director’s update.

Coronavirus (COVID-19) Update: Director Reiner advised that COVID-19 cases across the state and within WYDOT are trending downward.

WHP troopers have received their COVID-19 vaccinations. WYDOT’s pilots will be vaccinated in the next phase offered, followed by Driver Services and Ports-of-Entry employees.

Right now, the Wyoming Health Department plans to distribute vaccine dosages commercially, but WYDOT has offered to back up the distribution process if needed.

COVID-19 Relief Funding: WYDOT received about \$63 million for surface transportation as part of a COVID-19 relief package.

Legislative Update: Director Reiner briefed the Commission about a few WYDOT-related bills considered by the legislature January 27 through February 5, 2021.

Legislative standing committees meet February 22 through 25, 2021, and the full legislative body reconvenes March 1 through April 2, 2021. Governor Gordon has directed agency personnel to meet virtually during the legislative session, not in person.

Director Reiner shared information about bills standing committees will consider February 22-25, 2021, and some WYDOT-related bills the full legislature will consider during the month-long session beginning March 1, 2021. HB0015, Department of Transportation Communication Facilities, proposes amending WYDOT leasing provisions to permit broadband and telecommunications services on any state-owned, WYDOT-operated communications tower with excess capacity.

Former Vice Chairman Skip Hornecker Recognition: The Commission recognized former Vice Chairman Skip Hornecker for his service to the PSCC from July 1, 2006 to January 7, 2021.

Wyoming Association of Sheriffs and Chiefs of Police (WASCOP) Representative: Mr. Babbitt asked WASCOP to recommend a candidate for Governor Gordon's consideration to fill the Commission vacancy.

Chief Technology Officer's Update: Mr. Babbitt presented the Chief Technology Officer's update.

Next Generation 9-1-1 (NG9-1-1): Mr. Babbitt advised that he, Mr. Smolinski, and Ms. Aimee Binning continue to work to finalize Wyoming's statewide NG9-1-1 plan. WYDOT's goal is to finalize the plan by December 31, 2021, so the document is available to apply for funding when grant opportunities arise.

Five working groups were developed to assist in the planning process, including outreach and education, technology, strategic planning, governance, and geographical information systems. The working groups hold monthly meetings as stakeholders in the working group to be a part of the process of educating citizens and elected officials about NG9-1-1 capabilities and limitations, and to assist in the planning process.

The FCC recently issued a report addressing improper 9-1-1 fee diversions in some areas across the nation. Mr. Babbitt does not believe this topic is an issue in Wyoming, but he will keep the Commission informed of any developments that affect WYDOT.

Broadband Update: Mr. Babbitt provided more information about the effects of HB0015 on the Department, and he assured the Commission that, if the bill passes, WYDOT will ensure emergency communications will take priority over other service providers using its towers.

Fees received from private service providers for WyoLink tower use will revert to the General Fund, but WYDOT will request transferring those funds back to the agency for WyoLink expenses.

Emergency Communications Program Manager's Update: Mr. Smolinski presented the Emergency Communications Program update.

16-Tower Project Buildout Report: Mr. Smolinski presented some photos the progress on some of the WyoLink tower sites.

The 16-tower buildout is progressing with five sites online, including Greybull and Teton Pass, which became operational in mid-January. The Lusk and Alcova sites will go live in March, depending on the weather. The Alva tower site in northern Crook County is receiving fiber optic placement.

A new tower installation is planned in Rock Springs in the near future. Mr. Smolinski hopes WYDOT can break ground at that site in March.

WYDOT is negotiating with landowners for necessary right-of-way for the proposed new northern Goshen County, Newcastle, and Evanston sites.

Construction on the Rock Springs 14-Mile site has encountered an obstacle during excavation. WYDOT is working through the matter to continue building at the site.

The Lovell site is waiting for Bureau of Land Management approval. The Meadowlark site is in its final approval stage. The new northern Sublette County site will break ground in the spring.

Statewide Interoperability Coordination Update: Work continues on developing WYDOT's statewide emergency communications plan. Plan stakeholders include the Regional Emergency Communications Coordination Working Group (RECWG), federal, state, and local officials.

The Department plans to host with an auxiliary communications technical assistance program this summer. The program is open to all interested parties statewide. The meetings will be held virtually.

A weeklong Incident Communications Center Management course will also be offered in early May 2021. Wyoming Department of Homeland Security will participate in that training.

WYDOT will also host a Broadband Technical Assistance Program in late 2021.

WyoLink Inter Radio Frequency Subsystem Interface (ISSI) Connection with Sublette County: Messrs. Smolinski and Gardiner have spent a considerable amount of time working with Sublette County to make create interoperability between two separate emergency management systems. More testing is necessary to ensure the systems will work together in the future.

FirstNet Update: WYDOT, Motorola Corporation, and AT&T discussing the possibility of tying the WyoLink core into the AT&T FirstNet core. The benefit of doing so will allow WYDOT to identify

WyoLink subscribers, who is coming onboard, what systems and talk groups are used, and better manage migration.

WyoLink Operations Update: Mr. Gardiner briefed the Commission about the latest WyoLink operations.

Work continues on the WyoLink website.

WYDOT is performing compliance testing on certain radio models.

Final inspections are progressing at various WyoLink sites.

Wyoming 4.9 GHz Update: Mr. Kelly presented the 4.9 GHz update.

In March 2020, the Federal Communications Commission (FCC) proposed an action offering greater flexibility of the 4.9 GHz spectrum. On September 29, 2020, WYDOT gathered with other Wyoming stakeholders to request a statewide 4.9 GHz license solely for public safety use. On September 30, 2020, the FCC approved Wyoming's request for the license.

On December 30, 2020, the Public Safety Spectrum Alliance (PSSA) filed a petition for a stay of the band to vacate the FCC's decision. In January, the PSSA met and filed a petition to require all states to follow the same guidelines for the band use.

Wyoming cannot use the 4.9 GHz spectrum until the FCC issues a final ruling on the PSSA's petition.

VII. Adjournment

It was moved by Commissioner Choma, seconded by Commissioner Haller, and carried to adjourn the meeting. Chairman Harshman adjourned the meeting at 3:59 p.m., on Wednesday, February 10, 2021.

WYOLINK 16 Site Expansion Project Status

The following represents a brief update on the status and noteworthy accomplishments for each site location into the month April 2021.

- Buffalo
 - Site active (3/24/20) with reported coverage improvements in previous known trouble spots
- Orin Junction
 - Site active (4/20/20) with reported coverage improvements in previous known trouble spots
- Wright
 - Site active (6/26/20) with reported coverage improvements in previous known trouble spots
- Jackson
 - Site active (announced 1/11/21) with reported coverage improvements in previous known trouble spots
- Greybull
 - Site active (announced 1/11/21) with reported coverage improvements in previous known trouble spots (final inspection, acceptance underway)
- Lusk
 - Site optimization schedule for the first week of February; and will go live following successful testing
 - Final Grounding, site work underway (delayed during winter)
- Alcova
 - Site optimization schedule for the second week of February; and will go live following successful testing
 - Kick-off meeting held with Motorola and Natrona County to begin the migration of equipment
 - Final Grounding, site work underway (delayed during winter)
- Alva
 - Equipment has been optimized
 - Fiber optic installation underway - WYDOT completed, contractor schedule underway

- Rock Springs (Blairtown-Tank Hill)
 - NEPA/SHPO & ROW have been completed
 - Ground breaking to be scheduled upon utility certification (approx 2-3 wks)
- Northern Goshen County
 - NEPA/SHPO have been completed; ROW underway with State Lands Office
 - Spring-Summer 2020 target
- Newcastle
 - Collocate design under approval with Union
 - Work continues with the city and a private landowner
- Ten Sleep (Meadowlark)
 - USFS agreement has been completed
 - Final submittals to USFS have delivered and awaiting final approvals - approved
 - Finalizing shelter designs for challenging installation and USFS aesthetics
- Rock Springs (14 Mile Hill)
 - Excavation uncovered a 25+ foot crevice; seeking geotechnical engineering advice; project on pause - site walk scheduled and will commence post walk
 - Working to mitigate possible interference with adjacent Union site - complete
 - Due to antelope winter migratory route, construction may only occur between 5/1-11/15; working to obtain an exemption
- Evanston
 - ROW finalizing agreement with private landowners
 - Scheduling construction and utilities upon agreement
- North Big Horn County (Little Sheep Mnt)
 - NEPA and SHPO under review with BLM requirements
 - Coordinating with Utility providers for delivery of services
 - Adjacent tower owner has requested more data to mitigate possible interference concerns
 - Spring-Summer 2020 target
- Bondurant
 - Holding discussions with Sublette and private landowner for a possible collocation option on Kismet Peak
 - Summer-Fall 2020 target



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WYOMING DEPARTMENT OF TRANSPORTATION

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TERMS & ACRONYMS REFERENCE



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AAR/IP	After Action Report/Improvement Plan
AASHTO	American Association of State Highway & Transportation Officials
ANSI/TIA	American National Standards Institute
APCO	Association of Public Safety Communication Officials
APIC	Association Project 25 Interface Committee
APWA	American Public Works Association
ARRL	American Radio Relay League
ASK	Advance System Key
BIDP	Border Interoperability Demonstration Project
CDP	Center for Domestic Preparedness
CIO	Chief Information Officer
COML	Communications Unit Leader
COMU	Communications Unit
CTO	Chief Technical Officer
DHS	Dept of Homeland Security
DUNS	Data Universal Numbering System
E911	Enhanced 911
EHP	Environmental & Historic Preservation
EMI	Emergency Management Institute
FCC	Federal Communications Commission
FCCA	Forestry Conservation Communications Association
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration

FIRSTNET	The National Public Safety Broadband Network
FPIC	Federal Partnership for Interoperable Communications
FRG	First Responders Group
GAA	Grant Award Agreement
GETS	Government Emergency Telecommunications Service
GHSAC	Governors Homeland Security Advisors Council
GPD	Grant Programs Directorate
HSGP	Homeland Security Grant Program
HSIN	Homeland Security Information Network
IAB	Interagency Board
IACP	International Association of Chiefs of Police
IAEM	International Association of Emergency Managers
IAFC	International Association of Fire Chiefs
ICMA	International City/County Management Association
KMF	Key Management Facility
LETPA	Law Enforcement Terrorism Prevention Activities
LMR	Land Mobile Radio
LTE	Long Term Evolution
MCC	Major Cities Chiefs Association (Police)
MCSA	Major County Sheriffs' Association
NACO	National Association of Counties
NASF	National Association of State Foresters
NASCIO	National Association of State Chief Information Officers
NAEMSO	National Association of State EMS Officials
NASNA	National Association of State 911 Administrators
NASPO	National Association of State Procurement Officers (<i>replaced WISCA</i>)



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NASTD	National Association of State Technology Directors
NATOA	National Association of Telecommunications Officers & Advisors
NCAI	National Congress of American Indians
NCHRP	National Cooperative Highway Research Program
NCJA	National Criminal Justice Association
NCSL	National Conference of State Legislatures
NCSWIC	National Council of Statewide Interoperability Coordinators
NDPC	National Domestic Preparedness Consortium
NECP	National Emergency Communications Plan
NEMA	National Emergency Management Association
NEMSMA	National EMS Management Association
NENA	National Emergency Number Association
NEPA	National Environmental Policy Act
NG911	Next Generation 911
NGA	National Governors Association
NIMS	National Incident Management System
NLC	National League of Cities
NOFO	Notice of Funding Opportunity
NPSTC	National Public Safety Telecommunication Council
NSA	National Sheriffs' Association
NTED	National Training & Education Division's
OCTO	Office of the Chief Tech Officer
OEC	Office of Emergency Communications (<i>Dept. of Homeland Security's</i>)

OPM	Office of Personnel Management
OTAR	Over The Air Rekeying
P25	Project 25 Radio network
P25 SOR	Project 25 Statement of Requirements
PEIS	Programmatic Environmental Impact Statement
POC	Point of Contact
PSAP	Public Safety Answering Point
PSCC	Public Safety Communications Commission
RDPC	Rural Domestic Preparedness Consortium
RECCWG	Regional Emergency Communications Coordination Work Group
RIC	Regional Interoperability Committees (subcomponent of NCSWIC)
S&T	Science & Technology
SAA	State Administrative Agency
SAC	Senior Advisory Committee
SAFECOM	Safety Communiqué (works in conjunction with NCSWIC)
SAT PHONES	Satellite Phones
SCIP	Statewide Communication Interoperability Plan
SEARCH	National Consortium of Justice Information Statistics
SHSP	State Homeland Security Program
SIGB	Statewide Interoperability Governing Body
SLIGP	State & Local Implementation Grant Program
SOR	Statement of Requirements
SPOC	State Point of Contact
SPR	State Preparedness Report
STA	Science & Technology Agency
STO	State Training Officer



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SWIC	Statewide Interoperability Coordinator
TA	Technical Assistance
TIA	Telecommunications Industry Association
THIRA	Threat & Hazard Identification & Risk Assessment
TSBS	Telecommunications Systems Bulletins
TSP	Telecommunications Service Priority
UCM	U.S. Conference of Mayors
UNS	User needs Subcommittee
WOHS	Wyoming Office of Homeland Security
WPS	Wireless Priority Service

WYOMING STATE STATUTE, TITLE 09, ARTICLE 11
PUBLIC SAFETY COMMUNICATIONS COMMISSION

9-2-1101 – COMMISSION; CREATED; DEFINITIONS:

- (a) The Public Safety Communications Commission is created.
- (b) As used in W.S. 9-2-1101 through 9-2-1104:
 - (i) "Public Safety Agency" means any federal, state or political subdivision entity that provides emergency and public safety services, including state agencies employing peace officers enumerated in W.S. 6-1-104(a)(vi)(C) through (F) and approved for participation by the communications Commission, fire management services, correctional services, emergency management, emergency and disaster relief services and if desired, county, municipal and federal law enforcement agencies;
 - (ii) "System" means the wireless communications network providing regional and statewide radio communications capabilities to public safety agencies.

9-2-1102 – COMMISSION; COMPOSITION; APPOINTMENT OF MEMBERS; REMOVAL; TERMS; OFFICERS; VACANCIES; MEETINGS:

- (a) The Commission shall consist of eleven (11) voting members to be appointed by the governor and who may be removed by the governor as provided in W.S. 9-1-202. The Director of the Wyoming Department of Transportation, or his Designee, shall serve as an Ex Officio nonvoting member of the Commission. The eleven (11) voting members shall be appointed from each of the following associations and agencies from their membership:
 - (i) Wyoming Police Chiefs Association;
 - (ii) Wyoming Sheriffs Association;
 - (iii) Division of Criminal Investigation, Office of the Attorney General;
 - (iv) Wyoming Game and Fish Department;
 - (v) Wyoming Department of Transportation;
 - (vi) Repealed by Laws 2017, ch. 17, § 2.
 - (vii) Repealed by Laws 2017, ch. 17, § 2.
 - (viii) Wyoming Fire Chiefs' Association;
 - (ix) Repealed by Laws 2017, ch. 17, § 2.
 - (x) Repealed by Laws 2017, ch. 17, § 2.

- (xi) The Public at Large;
- (xii) An Ambulance and Emergency Medical Services Organization;
- (xiii) The Wyoming Association of Municipalities or another municipal government association;
- (xiv) The Wyoming County Commissioners Association or another county government association;
- (xv) Repealed by Laws 2017, ch. 17, § 2.
- (xvi) Tribal Government or a Tribal Government Association.
- (xvii) Repealed by Laws 2017, ch. 17, § 2.

(b) Repealed by Laws 1991, ch. 121, § 2.

(c) The Commission shall elect from its members a Chairman, a Vice-Chairman and a Secretary. Vacancies in these offices shall be filled by the Commission from its membership. The Commission shall meet at least once every three (3) months. Appointments by the governor shall be made within thirty (30) days of expiration of membership terms. Nominee lists shall be furnished within ten (10) days upon expiration of any membership term. Each member shall serve a three (3) year term. A vacancy on the Commission shall be filled for the unexpired term by the governor.

(d) The person appointed to the Commission pursuant to paragraph (a)(v) of this section shall be the Chief Technology Officer of the Wyoming Department of Transportation, or another employee of the Wyoming Department of Transportation who oversees information technology, or telecommunications systems.

9-2-1103 – COMMISSION; COMPENSATION OF MEMBERS:

Members of the Commission shall receive mileage and per diem provided state employees.

9-2-1104 – COMMISSION; POWERS AND DUTIES; ADVISORY CAPACITY TO PROMOTE SYSTEM DEVELOPMENT; PUBLIC MEETINGS; CLERICAL AND ADMINISTRATIVE SUPPORT:

(a) The Commission shall:

- (i) Work with the budget division of the Department of administration and information, the Department of enterprise technology services, the Department of homeland security and the Department of transportation in an advisory capacity to promote the development, improvement and efficiency of public safety communications systems in the state;

- (ii) Report in writing each year to the governor and the joint transportation, highways and military affairs interim committee concerning any problems related to the installation, operation and maintenance of the system and shall make any recommendations it deems appropriate as a part of the report;
 - (iii) Submit a plan for statewide system networking to the Department of enterprise technology services for inclusion in the statewide telecommunications plan developed pursuant to W.S. 9-2-2906(g);
 - (iv) In cooperation with participating federal agencies, establish and assess user fees upon any federal law enforcement agency electing to use and participate in the system;
 - (v) Promulgate necessary rules and regulations governing system operation and participation and upon failure to comply with adopted rules and regulations, may suspend system use and participation by any participating and noncomplying Public Safety Agency or private entity;
 - (vi) Determine the participation of public safety agencies and private entities in the wireless communications network;
 - (vii) On or before May 31 of each odd numbered year, submit to the governor and the joint transportation, highways and military affairs interim committee a report covering the period beginning July 1 of the following year and ending June 30 in the fourth succeeding year detailing the expected costs of implementing the statewide system networking plan. The report shall include projections of one-time and recurring costs.
- (b) The Commission may hold public meetings throughout the state and may take other appropriate measures to maintain close liaison with regional, county and municipal organizations and agencies involved in the system.
- (c) Necessary clerical and administrative support for the Commission shall be furnished by the Wyoming Department of Transportation.

9-2-1105. Repealed By Laws 2004, Chapter 41, § 2.

9-2-1106. Repealed By Laws 2004, Chapter 41, § 2.

Wyoming Department of Transportation
Public Safety Communications Commission
BUSINESS MEETING PACKET



THANK YOU FOR ATTENDING!