



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**

A meeting of the Public Safety Communications Commission was held, Wednesday, January 8, 2020. The meeting was held in the Auditorium of the Wyoming Department of Transportation, located at 5300 Bishop Boulevard. Chairman Harshman presided, calling the meeting to order at 2:00 p.m.

## **II. PLEDGE OF ALLEGIANCE**

Chairman Harshman led the Commission in reciting the Pledge of Allegiance.

## **III. ROLL CALL**

*The following members were present constituting a quorum:*

Mark Harshman, Chairman	Skip Hornecker, Vice Chairman
Dwane Pacheco, Commissioner	Kebin Haller, Commissioner
Jonathan Downing, Commissioner	Ron Gatti, Commissioner
Paul Bertoglio, Commissioner	Martin Armajo, Commissioner
Doug Frank, Commissioner	Luke Reiner, Ex Officio

## **IV. STAFF INTRODUCTIONS**

*The following staff members were present and participated in the meeting:*

Troy Babbitt, Chief Technology Officer	Nathan Smolinski, Telecommunications Program Manager
Katie Pfister, Commission Secretary	Mike Kahler, AG's Office
Ryan Thompson, AG's Office	Vince Garcia, ITS/GIS Program Manager

## **V. ADJUSTMENTS TO AGENDA**

There were no adjustments made to the agenda.

## **VI. ACTION ITEMS**

### **1. Draft Minutes – November 13, 2019**

It was moved by Commissioner Bertoglio, seconded by Commissioner Frank, and carried to approve the minutes from the November 13, 2019 business meeting.

## **VII. UPDATES/DISCUSSIONS**

### **1. Director's Update**

Director Reiner presented the Director's Update, which includes several items.

#### Holiday Road Closures

He expressed his appreciation to agency employees for their efforts and dedication to the state during the significant winter storms which closed various Wyoming highways over the holiday season. He highlighted the proactive nature of the snow plow crews, Highway Patrol, and the TMC during this busy time, noting that closures were a necessary safety measure due to blowing snow, and lack of visibility, and that they were rapidly opened once cleared.

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## VII. UPDATES/DISCUSSIONS (CONTINUED)

### 1. Director's Update (Continued)

#### Wyoming Highway Patrol Training Academy Relocation

He conveyed that the Wyoming Highway Patrol Training academy has been moved from Camp Guernsey to Laramie County Community College due to fiscal and time saving measures, and expressed his appreciation to the Wyoming Air National Guard for allowing the agency to utilize their space for the past 17 years.

#### Strategic Plan

He expressed his appreciation to the agencies commission's for their review, support, and concurrence of the agencies strategic plan, highlighting that final review and approval from the governor occurred in December.

#### Unfunded Needs Study

He conveyed that an unfunded needs study will take place in 2020 to better define unfunded needs of the agency, noting that the current projected shortfall is roughly \$135M at this time, and that the agency continues to proactively seeking additional revenue sources for the future.

#### New Driver License Look

He conveyed that an upgrade to the look of state driver licenses is underway, with the first changes occurring at the Cheyenne location, and that statewide system upgrade completion is anticipated by the end of January.

#### Google Maps

He conveyed that the agency is in the process of determining a solution regarding erroneous routing through Google Maps during road closure events. He stressed that during recent storms that Google Maps did not list closures, requiring drivers to back up for miles after entering onto a closed highway route.

#### Authorized Travel & Rolling Road Closures

He conveyed that the agency is in the process of developing new policies and procedures for the state's authorized travel program that would allow residents to still reach their home destinations during rolling road closure events, as they would not be a part of the congestion issue being avoided in those communities if they are simply passing through.

#### Teton County Housing

He conveyed that work continues regarding employee housing issues in Teton County, highlighting that the agency is working alongside other state agencies in an effort to hopefully build housing that could benefit our state's employees in that area.

#### Reduced In-Face Meetings

He conveyed that he is requesting that all agency Commission's reduce the frequency of in-face meetings at this time due to fiscal constraints, noting that statutorily the commission is only required to meet on a quarterly basis. The Commission concurred that any additional meetings outside of the required four will be held via teleconference, and on an as needed basis.

#### Joint Appropriations Committee (JAC) Budget Hearing

He announced that the department will attend a Joint Appropriations Committee budget hearing on January

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## VII. UPDATES/DISCUSSIONS (CONTINUED)

### 1. Director's Update (Continued)

#### Joint Appropriations Committee (JAC) Budget Hearing (Continued)

9, 2019, to discuss exception requests. He noted that the agency worked alongside Jared Olsen, the departments assigned legislative liaison in preparing for the meeting. He explained that there are a total of 12 exception requests, and that the two major items of discussion would include funding to upgrade the Revenue Information System (RIS) used for driver licenses, and funding to upgrade and provide ongoing maintenance and support for the state's critical interoperable communications system, otherwise referred to as WyoLink. He conveyed that the WyoLink exception request includes funding for the replacement of outdated quantar radio's and power supplies, the buildout of two additional tower locations for enhanced coverage capabilities, and ongoing maintenance and support fees. He explained that the governor's recommendation includes a 30/70 split, with 30 percent covered by the agency, and 70 percent covered through a one-time general funding. He noted that the remaining exception items include items requiring agency budget expenditure authorities on items for Highway Patrol and Driver Services.

### 2. Chief Technology Officer's Update

#### Joint Appropriations Committee (JAC) Budget Hearing Clarifications

Mr. Babbitt clarified that initial supplemental request data conveyed in May of last year for \$5M was simply an estimate from our vendor at that time. He explained that it was an all-inclusive package which would include updates to the quantars, continue system-wide growth, and provide ongoing maintenance and support for a period of six years, which is why the funding request level was reduced to roughly \$3M.

Commissioner Bertoglio inquired as to whether the agency was aware that the budget split between state and local governments was also adjusted from a 60/40 split to a 70/30 split, and if this could be justified given traffic volumes on the WyoLink system. Mr. Babbitt conveyed that the agency is aware of this change, explaining that the agency is responsible for thirty percent of this split, which includes costs associated with the agency, as well as other non-municipal entities on the system such as federal and school districts. He said when looking at usage it is closer to a 60/40 split; however, a 70/30 split was the recommendation.

Commissioner Pacheco inquired if this plan would go into effect in October of 2020, and Mr. Babbitt confirmed that if approved, it would indeed take place in October.

Commissioner Gatti inquired if the faux bills to municipalities were in preparation of simply showing communities what their bills may eventually look like should the 70/30 split pass. Mr. Babbitt conveyed that faux bills were based on the usage for all entities actually using the WyoLink system, and reflect what entity bills would be if we did end up having to charge the local entities.

Mr. Gatti inquired when municipalities will be expected to begin paying these billings. Mr. Babbitt conveyed that it will depend on what comes out of the budget session. Director Reiner clarified that if the budget as currently proposed is to pass that end users would not receive an actual bill for another two years.

#### NG911

Mr. Babbitt conveyed that Mr. Smolinski recently completed an update on statewide local PCAP information, including current contact information, locations, and coverage areas. He also noted that work continues with local PCAP's regarding the development of a state plan, and that he hopes to work on getting together with everyone in the summer to continue work on the plan.

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## VII. UPDATES/DISCUSSIONS (CONTINUED)

### 2. Chief Technology Officer's Update

#### Announcements

Mr. Babbitt announced that Mr. Smolinski was promoted to the Emergency Communications Program Manager position.

### 3. Emergency Communications Program Update

#### 16-Tower Buildout Update

Mr. Smolinski reviewed the 16-Tower Buildout report, which included the following updates:

- **Buffalo:** Site constructed. Awaiting final electrical connection in mid-January for site testing. Final walkthrough scheduled for January 30, 2020. Location ID'd on WYDOT property.
- **Orin Junction:** Site constructed. Awaiting final electrical connection in mid-to-late-January for site testing. Final walkthrough scheduled for January 30, 2020. Location ID'd on WYDOT property.
- **Wright:** Right-of-Way agreements completed, and construction began December 9, 2019. Foundations have been poured, and work resumes the week of January 6, 2020. FNE in storage and ready to deploy.
- **Lusk:** Right-of-Way finalizing easement agreements with the City of Lusk and Attorney General's office, as the site required a second survey. Shelter and tower ordered and ready to ship. Construction schedule to be delivered upon agreement approval. Coordinating electrical service delivery with the city. FNE in storage and ready to deploy.
- **Rock Springs (Tank Hill):** City of Rock Springs approved the application to erect the 100' tower. Right-of-Way working on agreements with three (3) parties, the Sweetwater County Water Board, and two (2) private landowners. Coordinating with utility providers for delivery of services, and a meeting occurred October 31, 2019 to educate stakeholders and proceed into agreements. Construction schedule to be delivered upon agreement approval. WyoLink holding collocate discussions with Sweetwater County communications. Determined this will be an 800Mhz site; frequency work complete.
- **Jackson:** Right-of-Way agreement completed, and site enhancements are being scheduled based upon material delivery. Right-of-Way working on agreement with private landowner for collocation. FNE was ordered upon agreement approval. WYDOT to assist contractor providing winter access. Discussion held with Teton County for possible collocation.
- **Alcova:** Finalizing BLM approval to proceed, and all reports and surveys were submitted. Construction schedule to be delivered upon agreement approval. Coordinating with utility providers for delivery of services is complete.
- **Newcastle:** Surveying resulted in a modified site design, as available plot was 50% smaller than originally scoped. Final design to include a new shelter, utilization of Union Wireless for a collocate on tower space, and S.A. has been ordered & scheduled. NEPA required additional field survey, with completion targeted in early 2020. Additional NEPA may be required, so working with consultant to verify the extent. Coordinating with utility providers for delivery of services.
- **Sundance (Crook):** State Lands Office approved the permit. Finalizing utility plans and payments in order to move into scheduling. Coordinating with utility providers (power and fiber) for delivery of

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## VII. UPDATES/DISCUSSIONS (CONTINUED)

### 2. Emergency Communications Program Update (Continued)

#### 16-Tower Buildout Update (Continued)

- **Sundance (Continued)**: services. WyoLink holding collocate discussions with Crook County SO as well.
- **Ten Sleep (Meadowlark)**: Proposal approved by USFS to proceed with desired location. Coordinating with utility providers for delivery of services. Reviewing modified foundation design. Spring-Summer 2020 target.
- **Greybull**: State Lands Office approved the permit. Finalizing utility plans and payments in order to move into scheduling. Tribal on-site survey requested and was scheduled for the week of November 4, 2019. Requested on-site observer for construction. Coordinating with utility providers for delivery of services. Construction schedule to be delivered upon permit approval.
- **Rock Springs (14 Mile Hill)**: NEPA and SHPO under review with BLM requirements. Coordinating with Utility providers for delivery of services. Original site required a slight relocation due to survey results and adjacent property owner; seeking 100% on BLM lands. Application & Proposal submitted to BLM for the selected location, and approved to proceed.
- **Evanston**: Original site required a slight relocation due to survey results and adjacent property owner; seeking 100% on private lands. Second survey required, along with consideration to BLM and utility easements. NEPA field survey scheduled for the week of November 4, 2019. Upon survey approval, Geotech shall follow. Submitting BLM approval forms for access easements.
- **North Big Horn County (Little Sheep Mtn.)**: NEPA and SHPO under review with BLM requirements. Coordinating with Utility providers for delivery of services. Adjacent tower owner requested more data to mitigate possible interference concerns. Structural Analysis performed for local donor site in order to support microwave hardware. Spring-Summer 2020 target. Application & Proposal submitted to BLM for the selected location on Little Sheep Mtn. East of Lovell, and under review to proceed.
- **Northern Goshen County**: FAA rejected initial proposal, limiting the tower to 41 vertical feet. Operations underway for alternate location that can deliver the same level of coverage. Spring-Summer 2020 target.
- **Bondurant**: Holding discussions with Sublette for a possible collocation option on Kissmet Mtn. Spring-Summer 2020 target. Upon Sublette County's decision to construct a countywide system, we are awaiting technical information to schedule discussions with county to determine optimum site location.

### 4. Public Comment(s)

It was announced that Mr. Dan Hawkins is retiring from the Office of Emergency Communications.

## VIII. ADJOURNMENT

It was moved by Commissioner Frank, seconded by Commissioner Gatti, and carried to adjourn the meeting. Chairman Harshman adjourned the meeting at 3:02 p.m., on Wednesday, January 8, 2020.<sup>i</sup>

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<sup>i</sup> The Commission attended a workshop and education session prior to the business meeting to review the Statewide Interoperability Plan, and also heard a brief presentation by Mr. Garcia regarding the state's connected vehicle project. No action was taken at either session.