

**WYOMING PUBLIC SAFETY  
COMMUNICATIONS COMMISSION**

**RESOLUTION**

WHEREAS MR. TOM MAHON HAS SERVED DILIGENTLY AS WYOLINK PROJECT MANAGER SINCE PROJECT INCEPTION, AND

WHEREAS MANY CHALLENGES AND COMPLEX CHOICES RELATING TO THE DESIGN, COST AND COMPLETION OF THE WYOLINK NETWORK HAVE BEEN MET AND OVERCOME THROUGH TOM MAHON'S EFFORTS, AND

WHEREAS THE FINAL STAGES OF WYOLINK IMPLEMENTATION ARE NOW WELL UNDERWAY WITH GREAT EXPECTATIONS FOR SUCCESS,

BE IT NOW THEREFORE RESOLVED THAT WE, THE WYOMING PUBLIC SAFETY COMMUNICATIONS COMMISSION HEREBY EXPRESS OUR SINCERE GRATITUDE AND ADMIRATION TO MR. TOM MAHON FOR HIS SIGNIFICANT CONTRIBUTIONS IN MANAGING THE WYOLINK PROJECT AND HIS HELP GUIDING THE WYOMING PUBLIC SAFETY COMMUNITY INTO THE FUTURE.

SIGNED THIS 22<sup>ND</sup> DAY OF JUNE, 2007.

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STEVEN DECECCO, CHAIRMAN

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EARL ATWOOD, EXECUTIVE DIRECTOR

WYOLINK OPERATIONS WORK GROUP REPORT – June 22, 2007  
Jerry M. Kennedy - Chairman

As chairman it is very important to attend the monthly project meetings to stay on top of the operations of the WyoLink project.

I attended the March and April meetings then on May 19<sup>th</sup> Marty McCoy, Tom Mahon, and I went to look at the Pinkham Site which looks very promising.

On June 6<sup>th</sup> the operations group met in Cheyenne at the office of Homeland Security Operation Center. Discussion was held on the WyoLink portable coverage issue. We went into a work session to develop a Goal Statement that can be used as we deal with Municipalities and County Governments after area system deployment.

**The Goal Statement is:**

**There is no local responder link in “WyoLink” until the goal of mobile and portable radio communications interoperability is achieved.**

**Therefore, the goal of WyoLink coverage enhancement is to achieve interoperable public safety communications comparable with existing portable radio coverage and in areas of critical concern, identified through testing and cooperative efforts with local public safety providers, determined after statewide deployment in an area. There is an expectation of local participation within the jurisdictional area of influence.**

A discussion was held on the Budget proposal from WYDOT on low level radio sites for the State. A motion was made to accept the WYDOT funding proposal for \$365,000.00 per site and an additional \$4,000,000.00 for low level site developments over the state.

We discussed the Cheyenne – Laramie County low level site at the Water Tower and it was decided that we need to use some Federal Frequencies for that site. The City of Cheyenne representatives were asked to work with Union Telephone to secure tower use for the low level site and microwave installation. The Board of Utilities was to be asked about providing an area to place a support building. There was a motion made and passed to develop the Cheyenne Water Tower site as a low level site.

It has been suggested that we should not use the term “*low level*” when dealing with these sites as that term is confusing to most parties. It should be replaced by a different phrase that will have a clearer meaning to everyone.

Jerry M. Kennedy, Chairman



Dave Freudenthal  
Governor

# State of Wyoming

Steve DeCecco  
Chairman

## Public Safety Communications Commission

### WyoLink Operations Work Group June 6, 2007 Meeting

Chairman Jerry Kennedy called the meeting to order at 10:00 am at the Wyoming Office of Homeland Security Operations Center, Cheyenne, WY.

Members present: Jerry Kennedy – Chairman, Kim Lee – PSCC Commissioner, , Tom Mahon – WyoLink Project Manager, Marty McCoy – WyoLink Support Manager, Danny Glick – PSCC Commissioner, Dan Perko – APCO, Bob Symons – PSCC Administrative Support, Bob Wyatt – PSCC Commissioner – Phone Conference.

Others in attendance: Tim Hibbard – WYDOT, Rob Wilson – WYDOT Telecom, Jack Knutson – Laramie County Commissioner, Rob Cleveland – Laramie County EMA, Jim Frank – Homeland Security, Tim Rumph – Cheyenne PD., Dale Pawling – Cheyenne Fire and Rescue, Dave Thompson – Laramie County Fire Warden, Phil Bond – Motorola, Wayne Peterson – Motorola, and Margaret Spearman

Minutes of the January 26, 2007 meeting were reviewed. **Marty McCoy made a motion to approve the January 26, 2007 minutes. The motion was seconded by Kim Lee and the motion passed on a voice vote.**

The agenda was changed to switch the WyoLink Coverage Enhancements before the WYDOT Budget Proposal.

### WyoLink Coverage Enhancements

Tom Mahon started a discussion on developing a clear level of expectations for the development of coverage enhancements for the WyoLink project as it moves forward from the core project. Any decisions on coverage enhancements will need to be developed after the core WyoLink project is completed. After the core project is completed a gap analysis would be completed through testing to determine the areas that may need to have improved portable radio coverage.

Trying to determine the ultimate goal needs to be defined and the goal needs to be measurable so WyoLink and the PSCC will be able to determine when the project has met the goal. A coverage analysis completed upon the completion of WyoLink in any local area comparing the present legacy system coverage to WyoLink coverage would determine any gaps in coverage. The time line for providing a gap analysis may not be feasible for providing the information needed for the development of a budget for the next Legislative Budget Session.

The discussion revolved around the coverage expected by the local public safety users, how to develop a timeline for meeting those expectations, the development of a policy statement

for the enhancements and how to develop a budget proposal to meet the expectations of the Governor for cost sharing. Discussion on "equal to or better than", this is a difficult statement to identify and develop a cost for when it is not known what it may take in terms of radio sites needed. The percentage of coverage could be for any given area or compared to the current legacy system in operation. Many local agencies have developed radio systems to cover certain areas within their response areas because of needs. Any solution will need to take the local target areas into consideration. Discussion will need to be held with the local agencies during the gap analysis to determine the local target hazards.

The funding for enhancements has been requested by the Governor to WYDOT through the discussions of local agencies asking that WyoLink provide the expected portable radio coverage. This budget may be a best estimate of what it would take to provide the expected coverage and may or may not be the total required for the individual agency expectations.

If a funding stream is developed through the legislature for the enhancements, the PSCC could work with the local agencies on developing priorities around the state. This could create a problem with the local agencies if they feel that some other area would get all of the funding and that local agency would be left out. The managers of the project and the PSCC will need to have flexibility on determining the areas that enhancements would be developed.

Chairman Kennedy recessed the meeting into a work session to develop a goal statement on providing portable radio enhancements at 11:00 am.

Chairman Kennedy called the meeting back to order at 12:00 pm.

A goal statement on portable radio enhancements was developed during the work session and states:

"There is no local responder link in "WyoLink" until the goal of mobile and portable radio communications interoperability is achieved.

Therefore, the goal of WyoLink coverage enhancement is to achieve interoperable public safety communications comparable with existing portable radio coverage and in areas of critical concern, identified through testing and cooperative efforts with local public safety providers, determined after statewide deployment in an area. There is an expectation of local participation within the jurisdictional area of influence."

**Danny Glick made a motion to approve and forward the goal statement to the PSCC at the June 22, 2007 meeting. The motion was seconded by Dan Perko and passed on a voice vote.**

### **Budget Proposal for Low-Level Radio Sites**

Rob Wilson led a discussion on a proposal from WYDOT on providing portable radio coverage. The budget proposal includes a cost sharing with local agencies. This budget proposal is through a request from the Governor to WYDOT to develop a proposal for inclusion in this year's budget for the next biennium. Of the twenty four radio sites that are currently included in the

frequency plan, two of the sites – Laramie County and Natrona County are included in the present WyoLink construction budget. The WYDOT budget proposal includes only the Radio Frequency equipment portion of any new radio sites at an estimate of \$365,000 per site. The budget estimate does not include the civil work for that radio sites – site leasing, tower, building, and power.

There was discussion on if some communities would be able to provide the funding for the site civil work. The budget proposal needs to have enough leeway to provide for negotiations with local agencies to develop radio sites. It is important to try to submit a budget proposal that covers all of the expected costs for a one time appropriation instead of continually returning to the Legislature for more funding. *The WYDOT budget proposal is attached for reference.*

**Dan Perko made a motion to accept the WYDOT funding proposal of \$365,000 per site with an additional \$4,000,000 for site development and present the budget to the PSCC at the June 22, 2007 meeting. The motion was seconded by Danny Glick and the motion passed on a voice vote.**

#### **Cheyenne/Laramie County Low Level Radio Site**

Bob Symons stated that after the spectrum fingerprinting and noise floor testing, the Water Tower is a viable site for Cheyenne if Federal Radio Frequencies are used. Bob Symons has been reviewing the federal frequency needs with the Federal Partnership in Interoperable Communications (FPIC). Bob Symons stated he would send the request to the FPIC for five (5) frequency pairs to be used for the Cheyenne Low level Radio Site.

The City of Cheyenne has a lease agreement with Union Telephone for the Tower at the Water Tank site and that agreement includes a provision for public safety access on the tower. The City of Cheyenne representatives were asked to work with Union Telephone to secure the tower for use as a WyoLink low-level radio site. Marty McCoy and Tom Mahon will provide the Cheyenne representatives the information on what equipment would be required for installation on the radio tower.

**Dan Perko made a motion to move forward with developing the Cheyenne Water Tank site as a low-level WyoLink site. The motion was seconded by Kim Lee and passed on a voice vote.**

Being no further business, the meeting adjourned at 12:40 pm.

Respectfully Submitted,

Robert Symons  
PSCC Administrative Support.



Dave Freudenthal  
Governor

Steve DeCecco  
Chairman

# State of Wyoming

## Public Safety Communications Commission

### Interoperability Executive Committee

Cheyenne

June 5, 2007

Chairman Billy Janes called the meeting to order at 10:20 am at the Wyoming Office of Homeland Security Operations Center, Cheyenne, WY.

#### Attendees:

Billy Janes, Chairman; Lanny Applegate – PSCC Commissioner, Kim Lee – PSCC Commissioner, Bob Dean – PSCC Commissioner, Tom Mahon – WyoLink, Marty McCoy – WyoLink, Dale Pawling – Cheyenne Fire & Rescue, Jim Archerd – Homeland Security, Larry Sheridan – WYDOT Telecom, Jim Frank – Homeland Security And Bob Symons – PSCC Administrative Support.

#### Minutes from March 13, 2007

The minutes from the March 13, 2007 meeting were reviewed by the committee. **Marty McCoy made a motion to approve the March 13, 2007 Meeting minutes. Jim Archerd seconded the motion and the motion passed on a voice vote.**

#### Draft WyoLink Membership Agreement

Bob Symons reviewed the Draft Membership Agreement with the Committee. The agreement has been reviewed and approved as to content. All agreements between the State of Wyoming and subscribers will be reviewed by the Attorney General's Office when the agreements are ready to be signed. The Attorney General's Office makes copies of all agreements. *The draft Membership Agreement is attached for reference.*

The following changes were made to the Draft Membership Agreement:

On Page 5 of 7 - line numbered 4 was changed to "Ensuring the necessary network connectivity is available for only the core WyoLink infrastructure and affiliated modules.

On Page 5 of 7 – line C. was changed to "WyoLink shall be responsible for ensuring necessary network connectivity is available for only the prescribed or authorized product and affiliated modules.

**Lanny Applegate made a motion to approve the WyoLink Membership Agreement as amended and forward to the PSCC for their adoption. Jim Archerd seconded the motion and the motion passed on a voice vote.**

## WyoLink Handbook Revisions

Bob Symons reviewed draft changes to the WyoLink Handbook. After working with the Laramie County/Cheyenne agencies on a talkgroup plan, it was suggested to change the County Multiple Agency Talkgroups from ##Mat1-4 to ##CAT1-4. With a display of ##CAT on the radio it was felt that the subscriber would be better able to identify the correct talkgroup and be less confusing. *The proposed changes are attached for reference.*

WYDOT Telecom has proposed changes to Section VI – Failure Modes, Sub-Section B – Site Trunking Failure. The rationale for this change was to clarify what happens during site trunking and to state that the local agencies will have to develop procedures for cases when WyoLink would be in “Site Trunking”. WyoLink Support will notify affected agencies when WyoLink is experiencing site trunking. *The proposed changes are attached for reference.*

The next proposed change discussed was to Section X – Relationship Management/Dispute Resolution, Sub-section B – Dispute Resolution. Sub-Section 4.c. was added to allow WyoLink Support Manager to take necessary technical measures to change permissions on a subscriber’s radio to correct problems immediately when non-compliance of the policies and procedures are degrading the overall system performance. *The proposed changes are attached for reference.*

**Lanny Applegate made a motion to recommend to the PSCC the proposed changes to the WyoLink Handbook. The motion was seconded by Bob Dean and passed on a voice vote.**

## Other Business

Bob Symons provided an update on a grant that will be coming through Homeland Security for Interoperable Communications and the use of the 700 MHz spectrum. There will be a \$1 Billion from the National Telecommunications and Information Administration (NTIA) that the Department of Homeland Security (DHS) will be administering. The funding for this grant will be from the sale of the former 700 MHz TV band. This grant will be tied to the completion of a Statewide Interoperable Communication Plan (SICP) that must be completed this year. DHS has made the decision to split the funding according to the current Homeland Security grant model, which will put Wyoming’s share around \$9 million. The grant guidelines are not published at this time. The grant funds will probably be split between the State and Counties. Discussion on some of the possible uses of the grant funds included training, redundancy of the dispatch centers, end user equipment and low-level coverage. Some counties may not want to use the funds for the WyoLink project and the grant administration may not allow the State to dictate the use of the funds.

Bob Symons has started collecting the information needed for the SICP and Wyoming has been approved by the Interoperable Communication Technical Assistance Program (ICTAP) for assistance on developing the SICP. As part of the background information Bob Symons has stated inputting all of the FCC public safety licenses into the Communication Assets Survey and Mapping tool (CASM). CASM will map and inventory all public safety licenses and will be

valuable for local use also. When WyoLink is fully activated there may be some interference between local agencies that are using frequencies that are not licensed and the WyoLink licenses.

WYDOT Telecom has a Memorandum of Understanding (MOU) ready for the use of the new Mutual Aid repeater channel. The MOU has been reviewed and approved as to form by the Attorney General's Office. The MOU does not allow for local agencies to license the Mutual Aid Repeater that is currently being done with the Mutual Aid simplex channel.

Marty McCoy and Bob Symons have been in attending meetings providing information on WyoLink. Bob Symons is scheduled to attend the Game and Fish Supervisors meeting in June.

Lanny Applegate made a suggestion to remove the date from the footer on all of the pages of the WyoLink Handbook and add a revision page to track changes.

Discussion on regulating frequencies that are being used by local agencies and reviewing FCC licenses before the FCC issues a license. This is not feasible and could be viewed as a big brother looking over the shoulder of local agencies. The FCC has a process in place through the frequency coordinators if make sure license applications do not interfere with present license holders.

Being no further business, Chairman Janes adjourned the meeting at 11:20 am.

Respectfully submitted,

Robert Symons  
PSCC Administrative Support.

<b>Low Level Sites — Budget Level Estimate</b>	
WyoLink RF Equipment - 5 channel	\$ 270,000
Engineering, Integration, Frequency Planning	\$ 80,000
T1 Connectivity, install and first year, per site	\$ 15,000
<b>Radio Equipment Per Site</b>	<b>\$ 365,000</b>
Low-level sites in WyoLink Frequency Plan	24
Site being built as part of WyoLink Project	2
Balance to build	22
<b>Estimated Radio Equipment for 22 sites (a)</b>	<b>\$ 8,030,000</b>
Per Site Civil cost estimate	\$ 500,000
Civil Estimate for 22 sites	\$ 11,000,000
Assumed number requiring development assistance	~ 1/3
<b>Estimated Site Civil Assistance (b)</b>	<b>\$ 4,000,000</b>
<b>Assistance to Local Agencies for Portable Radio Coverage. Approved by PSCC WyoLink Operations Workgroup (a+b)</b>	<b>\$ 12,030,000</b>

LL Site	Town	County	
1	Laramie	Albany	
2	Basin	Big Horn	
3	Gillette	Campbell	
4	Rawlins	Carbon	
5	Douglas	Converse	
6	Sundance	Crook	
7	Lander	Fremont	
8	Torrington	Goshen	
9	Thermopolis	Hot Springs	
10	Buffalo	Johnson	
11	Cheyenne	Laramie	Being Built
12	Afton	Lincoln	
13	Kemmerer	Lincoln	
14	Mills	Natrona	Being Built
15	Lusk	Niobrara	
16	Cody	Park	
17	Wheatland	Platte	
18	Sheridan	Sheridan	
19	Pinedale	Sublette	
20	Rock Springs	Sweetwater	
21	Jackson	Teton	
22	Evanston	Uinta	
23	Worland	Washakie	
24	Newcastle	Weston	

## Public Safety Communications Commission

Biennium Division	2009-2010 Information Technology	Fund Appropriation Unit Organization	101 400 4053
Object		Budget 2007-2008	Budget 2009-2010
0103	Salaries Classified	\$88,104.00	\$88,104.00
0105	Employer PD Benefits	\$47,691.00	\$47,691.00
	Series 100 Totals	\$135,795.00	\$135,795.00
0204	Communication	\$1,555.00	\$600.00
0207	Dues-Licenses-Registration	\$230.00	\$500.00
0221	Travel In-State	\$9,283.00	\$5,000.00
0227	Board/Commission Travel/Reimbursements	\$0.00	\$4,000.00
0230	Supplies	\$0.00	\$100.00
0231	Office Supplies/Printing	\$692.00	\$700.00
0292	Maintenance Contracts - External	\$0.00	\$120.00
	Series 200 Totals	\$11,760.00	\$11,020.00
0420	Telecommunications - Phone and Leaderphone Network	\$0.00	\$2,544.00
	E-Mail Account	\$0.00	\$960.00
	Video Conferencing	\$0.00	\$180.00
	Web Site Hosting	\$0.00	\$2,040.00
	MIS and ESC Support	\$0.00	\$1,320.00
	Series 400 Totals	\$0.00	\$7,824.00
0901	Professional Fees	\$13,000.00	\$13,000.00
	Series 900 Totals	\$13,000.00	\$13,000.00
0242	Notebook PC and Software		\$3,500.00
	TOTAL	\$160,555.00	\$171,139.00

PSCC Budget Request  
Fiscal Years 2009-2010

**Full-time Position**

W.S. 9-2-1101 places responsibility with the PSCC for a range of coordination and oversight duties related to the implementation of statewide inter-operable public safety communications. The commission needs the support resource that has subject matter expertise with radio system design and operation. This position has been vital to the PSCC to meet its requirements under W.S. 9-2-1104(b) to maintain close liaison with regional, county, municipal and federal organizations and agencies involved in the system. The position has been vital in the development of the rules, policies, procedures, creating local and statewide interoperable communication plans and developing relationships with local, state and federal partnerships. With the implementation of the WyoLink project, this position will have a role in developing membership within all potential users, developing talkgroup plans and training users. It is recommended that this position be limited to June 30, 2010, this will allow the position duties to be evaluated for the 2011-2012 budget submission.

**0204 – Communication - \$600.00**

Provides for the mailing of Commission documents to commissioners and potential WyoLink members.

**0207 – Dues – Licenses – Registration - \$500.00**

Provides for the membership in professional organizations related to the PSCC and registration fees to attend training and conferences related to the PSCC activities.

**0221 – Travel and Per Diem - \$5,000.00**

This request is for the travel and per diem for the PSCC staff support position and executive director activities.

**0227 – Commission Travel/Reimbursements/Meeting Expenses - \$4,000.00**

This request is to reimburse Commissioners for travel and cover facility costs associated with its meetings and training events.

**0230 – Supplies - \$100.00**

Miscellaneous supplies for PSCC and staff support position.

**0231 – Office Supplies and Printing - \$700.00**

Office supplies and printing of PSCC documents including WyoLink Membership Handbook and training materials.

**0292 – Maintenance Contracts – External - \$120.00**

Maintenance contracts for Computer software.

**0420 – Telecommunications - \$7,044.00**

Telephone service, Leader Phone audio conference costs, network fees, web site hosting, e-mail account, and video conferencing.

**0901 – Professional Fees - \$13,000.00**

As an inter-operable, shared radio network, WyoLink operations will require users to be trained in standard procedures for talk group management, coordinated communications, etc. To minimize costs, the project will be using “train-the-trainer” approach to create a team of master trainers who are also WyoLink subscribers. Master trainers will in turn conduct training within their respective regions across Wyoming. To provide incentive for qualified WyoLink users (and their employers) to sign up as master trainers and carry out this duty, PSCC wishes to offer reimbursement for related travel. Without this incentive, we may need to hire trainers rather than rely on volunteers, which will increase training costs significantly.

**0242 – PC and Software - \$3,500.00**

This request is for a notebook PC and related software for the staff support position. The PC will be used as the network computer and for providing training and support presentations.