



Matthew H. Mead
Governor

Mark Harshman
Chairman

State of Wyoming

Public Safety Communications Commission

Meeting of December 6, 2012
Rogers Building, Cheyenne, WY
Wyoming Video Conferencing System and
Phone Conference Call

Chairman Harshman called the Wyoming Public Safety Communications Commission meeting to order at 10:00 a.m.

Roll Call and Members in Attendance:

Mark Harshman — Wyoming Fire Chief's Association – Casper WVCS
Lauri Wempen — EMS - Phone
Dave Johnson — Municipalities
Bill Morse — Wyoming Highway Patrol
Lanny Applegate — Wyoming Fire Marshal
Robert Wyatt — Public at Large – Sheridan WVCS
Vernon Hill — Tribal - phone
Steve Myrum — DCI
Jerry Kennedy — County Commissioner
Kim Lee — Wyoming Office of Homeland Security
Billy Janes — Police Chief's Association – Torrington WVCS
William Walter — FBI
Skip Hornecker – Sheriffs - Phone
Steve DeCecco — Game and Fish - Green River WVCS
Bill Westerfield — State Parks and Cultural Resources
Robert Dean — Department of Health

Members Absent:

Jimmy Siler — Wyoming Livestock Board - Excused

Others in Attendance:

Robert Symons — PSCC Administrative Support
Martin McCoy — WyoLink Support Manager
Paul Newman - Motorola
Steve Langworthy – Motorola
Russ Dalgarn – Converse County
Dave Lankford – Sublette County Sheriff – Casper WVCS
Dave Riegert - WAC

Meeting Agenda:

Chairman Harshman asked for any changes to the draft agenda. Being no changes to the agenda, Chairman Harshman stated the agenda is approved as submitted.

Minutes from June 21, 2012:

Chairman Harshman asked for discussion on the September 6, 2012 minutes. ***Bob Wyatt made a motion to approve the September 6, 2012 minutes and the motion was seconded by Bill Westerfield. The motion passed on a voice vote.***

WyoLink Operations Work Group-Jerry Kennedy

The WyoLink Operations Work Group met by phone on November 29, 2012. The minutes for the last three meetings were approved. There were three applications for a portable coverage site – Sundance, Johnson County and Sublette County. Each applicant provided a presentation on their portable radio coverage needs. After the presentations, Johnson County and Sundance stated the needs in Sublette County are higher than their needs, at this time.

Sublette County has spotty WyoLink coverage at this time and has proposed a site on White Pine. Sublette County is willing to provide the communications shelter, access and power to this site. Sublette County will be modifying the White Pine site to enhance their conventional communications, with a start time in the spring of 2013. The work group discussed the funding for this site, is the site a core site or a portable coverage enhancement site. The work group passed a motion to recommend the Sublette County Site on White Pine as a portable coverage site to the PSCC.

The work group reviewed the one WyoLink application from Jackson Hole Airport Fire Department and passed a motion to recommend the approval to the PSCC.

Executive Board – Mark Harshman

Mark Harshman stated the Executive Board did not meet this quarter.

Spectrum Work Group – William Walter

William Walter stated the Spectrum work group met on September 28, 2012 to propose a response to the request on the 4.9 spectrum. The work group stated the need to have public safety have priority on this spectrum and commercial entities have secondary use. The work group also stated the Federal Government is in a better position than the states in managing and licensing this spectrum.

SALECS-Steve DeCecco

The Spectrum work group has not met, but the work group will be meeting before the next PSCC meeting to discuss the process for reviewing agencies wishing to program SALECS talkgroups into the agency radios.

Interoperability Executive Committee-Billy Janes

The committee has not met.

Broadband Work Group – Steve Myrum

Steve Myrum deferred to Bob Symons to provide an update. The Broadband Work Group is working with the Department of Homeland Security – Office of Emergency Communications Technical Assistance to provide a Broadband Planning Workshop for the Work Group. The tentative date for this workshop is January 10, 2012 in Casper.

Staff Reports - Bob Symons

Bob Symons reported that he assisted with the Wyoming Office of Homeland Security as a Communications Unit leader for the Sheep Herder Hills Fire in Natrona County.

Bob Symons participated in the FirstNet Board Meeting on September 25, 2012 via a webinar. During this Meeting FirstNet approved ten resolutions including the Bylaws, state and local consultation, Public Safety Advisory Committee, FCC Spectrum license and development of the FirstNet organization. Wyoming participated with Nevada, Montana, Oregon, South Dakota, Idaho and Utah on submitting a response to the National Telecommunications and Information Administration (NTIA) request for information pertaining to the FirstNet conceptual network architecture. This multiple state response was well received by NTIA.

The PSCC Annual Report to the Governor and the PSCC Strategic Plan were delivered to the Governor's Office on October 26th. The PSCC and WyoLink webpages have been updated and the revised WyoLink map will be added after the Gillette portable coverage site is activated.

Bob Symons worked with Chris Lewis, DOI, Coast Guard and NTIA on the Federal spectrum sharing for the WyoLink sites at Hell Hole Idaho and Pickham Mountain in Colorado. The FCC license have been received and these two sites have been activated. Bob Symons and Marty McCoy have been working with RELM – Bendix King and the Federal Partnership for Interoperable Communications (FPIC) to test the RELM radios for over the air programming using WyoLink and packet data. Bob Symons has continued to participate with the FPIC and the development of a nationwide policies and procedures for encryption key management.

Bob Symons attended the joint SAFECOM and National Council of Statewide Interoperable Coordinators (NCSWIC) meeting in Philadelphia, November 14-16, 2012. The highlight of these meetings was an update from NTIA and FirstNet on the Nationwide Public Safety Broadband Network (NPSBN). FirstNet has created the Public Safety Advisory Committee with 41 members and an Executive Committee chaired by Harlan McEwan. Three sub-committees have been formed – Early Builder Subcommittee chaired by Todd Early – Harris County Texas, State and Local Government Subcommittee chaired by Heather Hogsett – National Governor's Association and Commercial Subcommittee chaired by Bill McCammon – Metropolitan Fire Chiefs Association. NTIA has created an Office of Public Safety Communications with Steve Fletcher, former Utah Chief information Officer as the director.

NTIA will be publishing a Federal Funding Opportunity (FFO) in the first quarter of 2013 for the State and Local Implementation Grant Program. This grant will be a two phase grant with a total of \$135 million available. The first phase will focus on initial planning, consultation activities, strategy and timeline development, meetings, governance planning, outreach and education. Phase two will focus on the FirstNet information requirements from the states.

WyoLink Support Managers Report-Marty McCoy

Marty McCoy stated there are 63 WyoLink sites in operation. The latest sites to become active are Hell Hole in Idaho, Pinkham Mountain in Colorado and Sheridan Kroe Lane. There are currently 5 additional sites under construction, which should be completed during 2013.

WyoLink is looking at possible alternatives to the Pow Wow site due to the anticipated high cost, approximately \$5.5 million for construction and the high cost of maintaining the site. Three possible general locations under consideration are Black Mountain, Idaho, Snake River Canyon and the Bondurant area. The study includes a review of the available funding for construction. WyoLink is continuing the work with the Forest Service, Grand Teton National Park and Union Wireless for a WyoLink site at Signal Mountain within the Grand Teton National Park.

The Portable Coverage Enhancement site at Douglas and Rawlins are under construction. As soon as interference issues are resolved, Gillette will become operational.

The WyoLink upgrade from Version 7.2 to Version 7.11 has been completed and went smoothly.

About 80 agencies are now using WyoLink and there are approximately 14,900 radios on WyoLink. During a typical day there are 2,500 to 3,100 radio affiliated on the system. To date this year, some 4500 codeplugs have been created with another 123 currently on the schedule. The average wait for codeplugs created this year was four weeks and the projected wait for new codeplugs is about 1 week.

WyoLink continues to track WyoLink performance on a daily basis to ensure the system continues to operate at its best. WyoLink is continuing the coverage testing and working with WYDOT GIS program to display the testing results in an understandable form in January 2013. WyoLink has purchased two need coverage testing tools and the WyoLink staff is completing the training on this new equipment. WyoLink has a new contact number: 307-777-WLNK (9565). This number has a menu to direct the caller to the person best equipped to answer their question. The WyoLink On Call Tech number (307-777-4885) is still valid.

The Monthly Status Meeting is usually held the last Monday of the month and the agenda and minutes are an excellent source of information. If anyone would like to be added to the distribution list, contact Marty McCoy.

To date in 2012 the WyoLink system handled 16,215,081 radio calls. Busy indications have been 0.01% of total call time system wide and WyoLink reliability has been 99.9%.

There was some discussion on the codeplug development timing. Are there other resources that may be used to help reduce the codeplug development time? Marty is working with private sector

resources to bring the time down to a reasonable time. The Wyoming Office of Homeland Security has offered to allow their radio techs to help with the codeplug development. *A copy of the WyoLink Support Managers Report is attached to the minutes for reference.*

Old Business:

Annual Report to the Governor

Bob Symons provided an overview of the 2012 Annual Report to the Governor. The report provides the achievements for fourth quarter of 2011 and the three quarters of 2012 and a listing of the PSCC Commissioners and operating structure. The activities include assisting agencies preparing for WyoLink migration, refinement of WyoLink operations to deliver outstanding service and availability, portable radio coverage site development, WyoLink and Interoperability training WyoLink coverage testing and mapping and Nationwide Public Safety Broadband Network.

The priorities for 2012 and 2013 include the emphasis on increasing utilization and partnerships, outreach to potential user agencies on WyoLink membership, review and modification on WyoLink and interoperable communications training, monitor WyoLink System construction and site activation, work with the Department of Enterprise Technology Services on public safety broadband, and provide support to the Wyoming Office of Homeland Security in the distribution of Federal interoperability funds.

The challenges continue to be the WyoLink updates, WyoLink coverage provided by core WyoLink sites and portable coverage sites, and WyoLink usage which includes WyoLink and Interoperable communications training. The PSCC advocates a goal of having the radio programming code plugs developed and returned to the end users within 10 business days or less. *A copy of the PSCC 2012 Annual Report to the Governor is attached to the minutes for reference.*

Wyoming Statewide Communication Interoperability Plan (SCIP) Implementation Report

Bob Symons provided an overview of the SCIP Implementation Report which was submitted to the Department of Homeland Security – Office of Emergency Communications in September 2012. This report is an annual review of the current activities related to the SCIP. Each State created a SCIP in 2007 and the Wyoming SCIP needs to be reviewed and updated in 2013. The Interoperability Executive Committee will be asked to help with this task.

The implementation report includes an overview of the State and interoperability challenges, the interoperable communications vision and mission of the state, and an overview of the governance structure. The governance initiatives for the statewide interoperable coordinator and the state interoperable governing body are completed except the development of a statewide public safety broadband plan, which is in progress. The standard operating procedure initiatives have been completed except for the development of the Continuity of Operations Plan. The Technology Initiatives include the programming of the national interoperability channels into all emergency responder radios, migration to WyoLink, encryption key management and console connectivity are currently in progress. Training and Exercise initiatives include the incorporation of the national interoperability channels and WyoLink into training and exercises, refinement of the interoperability and WyoLink training and provide additional Communication Unit Leader (COML) training are in

progress and will be continual. The Usage initiatives are continual and include the migration to WyoLink and the development of talkgroups and communication plans at the local and county levels. The 2012 SCIP Implementation Report will be added to the PSCC Documents web page at <http://psc.wyoming.gov/>

New Business

Portable Coverage Site

Bob Symons was asked to provide the update on the proposed portable coverage site which is funded but not determined. The WyoLink Operations Work Group met on November 29, 2012 and reviewed the three applications for portable coverage enhancements from Johnson County, Sundance and Sublette County. The work group voted to recommend the Sublette County Site on White Pine be awarded the funding and development to the PSCC. Coverage maps were presented which indicated the predicted coverage with the two core sites in Sublette County – Hogsback Ridge and Aspen Ridge and with the addition of the predicted coverage with the addition of White Pine. White Pine will greatly reduce the coverage gaps identified in Sublette County.

Sublette County currently leases the White Pine sites from the Forest Service and uses the site for their conventional radio system. Sublette County will provide access, power and communications shelter at the White Pine site.

Lanny Applegate made a motion to award Sublette County the funding and development of a portable coverage enhancement site at White Pine and direct WyoLink to start the engineering for this site. The motion was seconded by Steve DeCecco and passed on a voice vote.

County Commissioner's WyoLink Survey

Bob Symons led a discussion on a survey pertaining to WyoLink which the County Commissioners Association sent to all of the counties. All 23 counties responded to the survey. The survey included 5 questions and comments. 1) Are there agencies in the County using WyoLink? – 17 Yes and 6 No's. 2) If yes, what agencies? – Sheriff – 14; Police – 14; Fire – 11, EMS/Ambulance – 11; Emergency Management – 13; Town, City or county Non-public safety agency – 12 3) What concerns do the agencies using WyoLink have? Cost – 8; WyoLink coverage – 12; Handheld and mobile radio purchases – 5; Radio programming – 9; Training – 8; Other – 6 4) What are the reasons for not using WyoLink? Cost – 2; WyoLink coverage – 4; Handheld and mobile radio purchases – 1; Radio programming – 3; Training – 3; Other – 2 5) Have any agencies within the County tested WyoLink use and local coverage? Yes – 18; No – 2 If no, would the county like to test WyoLink? Yes – 2; No – 1

The comments received from the survey included concerns about the cost of trunking radios compared to conventional radios and backward compatibility with the conventional radios. Coverage was noted by many of the responders and whether the State of Wyoming would continue to fund the operations and maintenance of WyoLink. Some of the responders to the survey also noted the lack of paging and the trouble with scanning using trunking and scanning both conventional and trunking. One good response which needs to be addressed is the request to have a listing of the agencies using

WyoLink which could be provided to the WyoLink users so they can determine the best method for interoperable communications.

The PSCC noted the 100 percent return from the Counties and appreciated the candor of the survey responders. The County Commissioner's survey results are in line with the PSCC Strategic Plan and the 2012 Annual Report to the Governor. *A copy of the County Commissioners Survey comments summary and survey results are attached to the minutes for reference.*

Approval of Membership Applications

Mr. Symons stated there is one applicant for WyoLink membership – Jackson Hole Airport Fire Department. The WyoLink Operations Work Group reviewed the application and recommend approval by the PSCC. ***Bob Wyatt moved to approve the WyoLink applications. Dave Johnson seconded the motion. The motion was passed on a voice vote.***

General Discussion

Chairman Harshman led a discussion on WyoLink funding and the importance of the PSCC knowing what budget funding is remaining, what the sites cost to develop, and where and how the funds have been spent. Chairman requested WyoLink and WYDOT prepare a budget analysis on all of the WyoLink funding for the March PSCC meeting. Marty McCoy stated he will have that report ready for the meeting.

A question was asked about the timing of the development of the White pine site in Sublette County. Sheriff Dave Lankford stated Sublette County is on track for the site work to begin when the snow has melted and access can be made to the site. The WyoLink site could be completed by mid to late summer 2013.

Next Meeting

The next meeting will be in Pinedale in March 2013. Mr. Symons will work with Chairman Harshman and Sheriff Dave Lankford on developing the meeting date and location.

Being no further business, Chairman Harshman adjourned the meeting at 11:20 a.m.

Respectfully submitted,

Robert Symons
PSCC Administrative Support

Action Items

1. SALECS Work Group Meeting
2. Lincoln, Sublette and Teton County WyoLink Coverage
3. Statewide Communication Interoperability Plan
4. WyoLink Budget Review