



**Board of Directors
Agenda
May 16, 2024
10:00 a.m. – 11:30 a.m.**

	ITEM	PRESENTER
1)	Call to Order, Roll Call, Opening Comments	Chair Andrea Glass City of Tempe
2)	Call to the Public A member of the public may request to address the Board by submitting a request to RWC staff via phone or email. Speakers will be considered at the sole discretion of the Board Chair and will be allotted no more than three (3) minutes to speak.	Chair Andrea Glass City of Tempe
3)	Approval of RWC Board Meeting Minutes from the February 29, 2024, Meeting This item is for information, discussion, and action.	Chair Andrea Glass City of Tempe
4)	Budget Update for Fiscal Year 2023-24 The purpose of this item is to provide the Board an update on the fiscal year ending June 30, 2024. This item is for information and discussion.	John Imig RWC Executive Director Staff Almira Santos RWC Accountant IV



5)	<p>Long-Term Conditional Participant (LTCP) Radio Increase Request: Federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)</p> <p>The purpose of this item is to request an increase in billable radios from 125 subscribers to 150.</p> <p>This item is for information, discussion, and action.</p>	<p>John Imig RWC Executive Director</p> <p>Staff Nicholas Roosevelt RWC Management Assistant</p>
6)	<p>RWC Budget Reallocation: Security Information and Event Management (SIEM) System</p> <p>The purpose of this item is to request that the Board reallocate funds from the T1 to Ethernet Project (Juniper Solutions Inc. portion) to purchase a SIEM system to enhance and expand the RWC's cybersecurity posture.</p> <p>This item is for information, discussion, and action.</p>	<p>John Imig RWC Executive Director</p> <p>Staff Thomas Grebner Deputy Chief Information Officer</p>
7)	<p>Executive Director's Report</p> <ul style="list-style-type: none"> A. Executive Committee Police Representative B. VHF Expansion Working Group C. RWC ERRCS Update D. Project Updates <p>This item is for information and discussion.</p>	<p>John Imig RWC Executive Director</p>
8)	<p>Announcements, Public Comment, Future Agenda Items</p> <p>The purpose of this item is to communicate any Board announcements, additional public comment, or future agenda items.</p> <p>This item is for information only.</p>	<p>Chair Andrea Glass City of Tempe</p>



9)	Adjourn	Chair Andrea Glass City of Tempe
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2024 RWC Board of Directors Meetings

<u>Date</u>	<u>Location</u>
Thursday, February 29th 10:00 – 11:30	City of Phoenix Public Transit Building 302 N. 1st Avenue
Thursday, May 16th 10:00 – 11:30	WebEx
Thursday, August 22nd 10:00 – 11:30	WebEx
Thursday, December 5th 10:00 – 11:30	City of Phoenix Public Transit Building 302 N. 1 st Avenue



ITEM # 3

**Regional Wireless Cooperative
Board of Directors
MINUTES
May 16, 2024**

City of Phoenix
Public Transit Building
302 N. 1st Ave, 7th Floor
Phoenix, Arizona 85003

Board Members Present		Board Members Absent
Shawn Holcomb – Arizona Fire and Medical Authority	Gretchen Eichner*~ – Maricopa Community College District	Jeff McMenemy – Harquahala FD
Jeff Scheetz~ – Avondale	Patrick Beumler~ – Paradise Valley	Garrett Roberts – Tolleson
Greg Platacz~ – Buckeye	Douglas Steele~ – Peoria	Les Brown~ - Wickenburg
Val Gale - Chandler	Tom Magrini^~ – Phoenix	
Alan Zangle – Daisy Mountain Fire District	Robert Fisher*~ – Scottsdale	
Paul Marzocca~ – El Mirage	Tony Van Roekel*~ – Sun City Fire and Medical	
Mark Saali*~ – FRBSF	Tracy Montgomery~ – Surprise	
Rick St. John~ – Glendale	Andrea Glass – Tempe	
Paul Luizzi – Goodyear		
Wayne Clement~ – Guadalupe		
George Burger – Maricopa		
*Board Alternate	^Non-Voting Alternate	~Telephone Participant

Staff and Public Present			
John Imig – RWC	Nicholas Roosevelt – RWC	Almira Santos – RWC	Mark Sampson – RWC
Selena Barner – RWC			
~Telephone Participant			



NOTE: RWC Administrative Staff attendees were accounted for prior to the start of the meeting. No roll call for other RWC Staff members, interested parties, or the public was taken.

1. Call to Order, Roll Call and Opening Comments

Board Chair Andrea Glass, representing the City of Tempe, called the meeting of the Regional Wireless Cooperative (RWC) Board of Directors (Board) to order at 10:00 AM. Chair Glass asked RWC Management Assistant, Nick Roosevelt (RWC) to take Roll Call.

2. Call to the Public

Chair Glass received no response when asked if there were any requests from the public to speak.

3. Approval of RWC Board Meeting Minutes from the February 29, 2024, Meeting

Chair Glass asked the Board if there was any need for discussion on the draft minutes presented from the February 29, 2024, Board Meeting. There was no discussion.

A **MOTION** was made by Paul Luizzi and **SECONDED** by Tracy Montgomery to approve the February 29, 2024, RWC Board meeting minutes.

MOTION CARRIED UNANIMOUSLY (18-0)

4. Budget Update for Fiscal Year 2023-2024

Almira Santos (RWC) gave a brief overview of the FY 2023-2024 budget including the current expenses as of March 2024. She explained the breakdown of the O&M components for the Trunked Network and the Conventional Network (VHF).

5. Long-Term Conditional Participant (LTCP) Radio Increase Request: Federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)

John Imig (RWC) explained that the RWC received a request from ATF for twenty-five additional radios due to their increased operations in the region. If approved, the ATF may use up to 150 billable subscribers on the Network.

A **MOTION** was made by Rick St. John and **SECONDED** by Paul Luizzi to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (18-0)



6. RWC Budget Reallocation: Security Information and Event Management (SIEM) System

Mr. Imig explained that the Administrative Manager has requested approval from the board to reallocate the excess funds from the T1 to Ethernet Project (Juniper Solutions Inc. portion) to purchase a SIEM solution to enhance and expand the RWC's cybersecurity posture.

Feroz Merchhlya (Glendale) asked about the systems considered and if the State was included in discussions. John Sater (Phoenix) stated that they considered multiple vendors and provided a brief explanation of the next step in the process.

A **MOTION** was made by Tracy Montgomery and **SECONDED** by Alan Zangle to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (18-0)

7. Executive Director's Report

A. Executive Committee Police Representative

Mr. Imig said that Jesse Cooper's retirement created a vacancy in the Executive Committee for the Police Representative seat. He mentioned that he received recommendations from the Board after the last meeting and was pleased to announce that Brent Ackzen, the Assistant Police Director of Glendale, will be filling that role. Mr. Ackzen has extensive experience with the RWC and acted as the Board of Directors representative for the Maricopa Community College District.

B. VHF Expansion Working Group Update

Mr. Imig explained the reasons why this group was created and shared that they will continue to meet monthly to discuss the deployment, expansion solutions, financial and administrative responsibilities for the VHF network. He gave a brief update on multiple projects and stated that they will provide quarterly updates during Board meetings.

C. RWC ERRCS Update

Mr. Imig shared pertinent information about the progression of the ERRCS Program. He provided an overview of the challenges still faced by the RWC and the current plans to address them. He added that the RWC will continue to work closely with the Valley Fire Marshals.



D. Project Updates

Mr. Imig gave a brief update on multiple projects across the membership.

8. Announcements, Public Comment, Future Agenda Items

There was no discussion on this item.

9. Adjournment

Chair Glass requested a motion to adjourn the meeting at 10:28 AM.

A **MOTION** was made by Rick St. John and **SECONDED** by Paul Luizzi to adjourn the May 16, 2024, Board Meeting.

MOTION CARRIED UNANIMOUSLY (18-0)

Respectfully Submitted,
Selena Barner – Administrative Aide



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 16, 2024	
FROM:	John Imig, RWC Executive Director			Item 4
STAFF:	Almira Santos, RWC Accountant IV			
SUBJECT:	BUDGET UPDATE FOR FISCAL YEAR 2023-24			

BACKGROUND

Budgetary components evaluated consisted of both Operations & Maintenance (O&M)¹ and Special Projects². O&M expenses are generally fixed, and include the following: 1) Contractual obligations with our vendors (e.g. Motorola Solutions, Inc.), 2) Expenses related to system operations which are paid to the City of Phoenix as the RWC Administrative Manager and, 3) Administrative and personnel costs for RWC staff and operations.

RWC Trunked Network O&M components:

- **Personnel Services**
 - FY24 Budget: \$687,067
 - FY24 Actuals as of March 2024: \$491,077 (71%)
- **Contractual Services** (Tower Leases, Motorola Service Agreement, Auditing Services, Electricity, Property Insurance, etc.)
 - FY24 Budget: \$3,700,634
 - FY24 Actuals as of March 2024: \$2,553,488 (69%)
- **Commodities** (Supplies, Facilities Maintenance, Contingency, etc.)
 - FY24 Budget: \$6,000
 - FY24 Actuals as of March 2024: \$745 (12%)
- **Capital Outlay** (SUA II, Logging Recorders, Other projects)
 - FY24 Budget: \$5,109,661
 - FY24 Actuals as of March 2024: \$2,391,544 (47%)

¹ O&M is calculated by dividing the Total O&M Estimated Expenses by the number of billable Radios that are currently in the system at the time of calculation (typically using the October radio count).

² Special (Capital) Projects are billed to members on an annual basis, at the beginning of the Fiscal Year. These funds are then used to pay for the full project cost.

- **Expenditure Transfers** (IT Expenses)
 - FY24 Budget: \$3,958,217
 - FY24 Actuals as of March 2024: \$2,968,664 (71%)

RWC Conventional Network (VHF) O&M components:

- **Contractual Services** (Tower Leases, Electricity, Telecom, etc.)
 - FY24 Budget: \$139,865
 - FY24 Actuals as of March 2024: \$109,017 (78%)
- **Commodities** (Contingency)
 - FY24 Budget: \$51,500
 - FY24 Actuals as of March 2024: \$0.00 (0%)
- **Capital Outlay** (Special projects)
 - FY24 Budget: \$609,998
 - FY24 Actuals as of March 2024: \$351,424 (58%)
- **Expenditure Transfers** (IT Expenses)
 - FY24 Budget: \$241,110
 - FY24 Actuals as of March 2024: \$180,833 (75%)

RECOMMENDATION

This item is for information and discussion only.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 16, 2024
FROM:	John Imig, RWC Executive Director		Item 5
STAFF:	Nicholas Roosevelt, RWC Management Assistant II Almira Santos, RWC Accountant IV		
SUBJECT:	LONG-TERM CONDITIONAL PARTICIPANT (LTCP) RADIO INCREASE REQUEST: FEDERAL BUREAU OF ALCOHOL, TOBACCO, FIREARMS AND EXPLOSIVES (ATF)		

REQUEST BACKGROUND

In February 2022, the Board approved the Federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) to participate in the RWC as a Long-Term Conditional Participant (LTCP) with seven (7) talkgroups and 125 radios. During the past two (2) years, the ATF has operated within RWC policies and is in good standing. Due to their ongoing work with local agencies, including RWC Members, the ATF is requesting an increase from 125 to 150 authorized radios. If approved, the RWC would update the Letter of Agreement (LOA) and associated IGA to reflect the approved increase in radios and billing.

LTCP BACKGROUND

In August 2021, the RWC Board of Directors (Board) expanded the Conditional Participant Policy to enable non-Member government agencies that own no transmit/receive sites and are using TDMA-capable subscribers to use the RWC Network as their primary form of radio communications.

SYSTEM CAPACITY

The RWC Radio Shop does not recommend any additional capacity increase at this time.

BILLING

If approved, the ATF estimated billing is as follows:

- Radio Rate (FY 25): \$34.06 x 150 units x 12 months = \$87,380.20
 - Includes SUA II % change and 10% assessed expansion fee
 - Board approved project costs or capacity increase = None

RECOMMENDATION

The RWC Executive Director, after review and concurrence by the Executive Committee, recommends the Board approve the ATF's LTCP radio increase from 125 to 150, and directs RWC staff to execute the required amendments and billing changes.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 16, 2024	
FROM:	John Imig, RWC Executive Director			Item 6
STAFF:	Thomas Grebner, Deputy Chief Information Officer John Sater, RWC Wireless Systems Supervisor Almira Santos, RWC Accountant IV			
SUBJECT:	RWC BUDGET REALLOCATION: SECURITY INFORMATION AND EVENT MANAGEMENT (SIEM) SYSTEM			

BACKGROUND

In 2022, the RWC Board of Directors (Board) approved the T1 to Ethernet Project. This project included two (2) budget items: 1) To Motorola Solutions Inc (MSI) for consulting, and 2) To Juniper Solutions Inc. (Juniper) for software, collected in FY 24. Due to cost savings in the Juniper portion of the budget, the Administrative Manager is requesting Board approval to reallocate \$108,269.19 of the total budget, to be utilized towards the following: Acquisition of a Security Information and Event Management (SIEM) system to enhance the cybersecurity posture of the Network.

This type of system is invaluable due to the complexity of Ethernet service delivery, the current targeting of malicious actors against public safety systems and provides a basis in addressing cybersecurity tools for the network. This system will provide behavioral analytics to rapidly detect and respond to threats; provide a centralized interface for monitoring; and serve as the foundation for the network's cybersecurity approach.

After evaluating multiple SIEM's, the Radio Shop is finalizing a preferred option for the RWC. The reallocation will cover the equipment, licenses, service, and support for three (3) years.

RECOMMENDATION

The RWC Executive Director, after review and concurrence by the Executive Committee, recommends the Board reallocate funds from the T1 to Ethernet Project (Juniper Solutions Inc. portion) to purchase a SIEM solution to enhance and expand the RWC's cybersecurity posture.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 16, 2024	
FROM:	John Imig, RWC Executive Director			Item 7
STAFF:	Thomas Grebner, City of Phoenix Deputy Chief Information Officer Nicholas Roosevelt, RWC Management Assistant Almira Santos, RWC Accountant IV			
SUBJECT:	EXECUTIVE DIRECTOR’S REPORT			

BACKGROUND

The Executive Director will brief the Board of Directors on the following items:

- A. Executive Committee Police Representative
- B. VHF Expansion Working Group
- C. RWC ERRCS Update
- D. Project Updates

RECOMMENDATION

This item is for information and discussion.