Regional Wireless Cooperative

Board of Directors
Agenda
May 23, 2019
10:00 a.m. – 11:30 a.m.

	ITEM	PRESENTER
1)	**Call to Order, Roll Call, Opening Comments**	Chair Paul Luizzi
2)	**Call to the Public** A member of the public may request to address the Board by submitting a blue card that is available at the entry of the room. Speakers will be considered at the sole discretion of the Board Chairman and will be allotted no more than three (3) minutes to speak.	Chair Paul Luizzi
3)	**Approval of RWC Board Meeting Minutes from the February 28, 2019 Meeting** This item is for information discussion, and action.	Chair Paul Luizzi Est. 2 min.
4)	**Conditional Participant Request from the Harquahala Fire District** The purpose of this item is for the Board to consider the Conditional Participant Request from the Harquahala Fire District for access to the Conventional Network. **This item is for information, discussion, and action.**	John Imig RWC Executive Director Est. 10 min.
5)	**Conditional Participant Request from the Buckeye Valley Fire District** The purpose of this item is for the Board to consider the Conditional Participant Request from the Buckeye Valley Fire District for access to the Conventional Network. **This item is for information, discussion, and action.**	John Imig RWC Executive Director Est. 10 min.

Regional Wireless Cooperative

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6)	**Statewide Interoperability Executive Committee** The purpose of this item is for the Board to consider a resolution in support of the creation of a Statewide Interoperability Executive Committee. **This item is for information, discussion, and action.**	John Imig RWC Executive Director Est. 10 min.
7)	**Executive Director's Report** A. Outreach meetings B. RWC staff changes C. Centralized RWC contact information **This item is for information and discussion.**	John Imig RWC Executive Director Est. 5 min.
8)	**Announcements, Public Comment, Future Agenda Items** The purpose of this item is to communicate any Board announcements, additional public comment, or future agenda items. **This item is for information only.**	Chair Paul Luizzi
9)	**Adjourn**	Chair Paul Luizzi

Regional Wireless Cooperative
Board of Directors
MINUTES
May 23, 2019

City of Phoenix
200 W. Washington Street, 7th Floor
Phoenix, Arizona 85003

Board Members Present			Board Members Absent
Jeff Scheetz~	Wayne Clement	Andrea Glass*	Tim Van Scoter
Bob Costello~	James Hughes	Ginger Sanabria	Roy Stanifer
Val Gale	Kris Dalmolin		Michael Cole
Alan Zangle	Matthew Arvay*		
Paul Marzocca	Brad Hartig		
Rick St. John~	Ron Deadman		
Paul Luizzi	Terry Young		
*Board Alternate	~Telephone Participant	^Non-Voting Alternate	

Staff and Public Present

John Imig	Mike Folia	Freeman Carney	
David Clarke	Rajit Jhaver	Shauna Henrie	
Almira Santos	Ron Parks		
James Hernandez	Jesse Cooper		
Tom Grebner	Mark Wittenburl		
Dave Collett	Jerome Schirmer		
~Telephone Participant	Jeremy Knoll		

1. **Call to Order, Roll Call and Opening Comments**
   Board Chair Paul Luizzi called the meeting to order at 10:02 AM.

2. **Call to the Public – None**

3. **Approval of RWC Board Meeting Minutes from February 28, 2019**

   A **MOTION** was made by Brad Hartig and **SECONDED** by Val Gale to approve the February 28, 2019 RWC Board meeting minutes. **MOTION CARRIED UNANIMOUSLY (16-0)**.

4. **Conditional Participant Request from the Harquahala Fire District**

   RWC Executive Director John Imig presented a request to the Board for Conditional Participant status on the RWC Network from the Harquahala Fire District. He presented this request along with the next agenda item, a request for Conditional Participant Status from the Buckeye Valley Fire District. Mr. Imig explained that because the RWC is assuming responsibility for the Phoenix Fire Conventional VHF Network, effective July 1, action is needed to bring fire agencies that are not currently RWC Members but operate on the Fire Network onto the RWC Network as Conditional Participants in order to appropriately bill them for their use of RWC resources. Mr. Imig stated that these fire districts may become full RWC Members in the future.

   A **MOTION** was made by Ron Deadman and **SECONDED** by Wayne Clement to approve the Harquahala Fire District and the Buckeye Valley Fire District as a Conditional Participants. **MOTION CARRIED UNANIMOUSLY (16-0).**

5. **Conditional Participant Request from the Buckeye Valley Fire District**

   The discussion of this agenda item was included with the discussion of the previous agenda item.

6. **Statewide Interoperability Executive Committee**

   Mr. Imig introduced Jesse Cooper from the Phoenix Police Department and Jeremy Knoll from the Arizona Department of Public Safety. Mr. Cooper and Mr. Knoll gave a verbal presentation to the Board about the history of interoperability in the State of Arizona and current efforts to create a Statewide Interoperability Executive Committee (SIEC) and fund a full time Statewide Interoperability Coordinator (SWIC).

   Mr. Knoll explained that Arizona previously had a group similar to the proposed SIEC, but the group was disbanded in 2014 due to the expiration of the legislation that created it. He said that he was informally acting as the SWIC in addition to the regular duties of his primary job managing the Arizona Statewide Radio System. During the time that Arizona had a group like the SIEC, Arizona had been a model for Interoperability that all other states looked to for guidance.

   Mr. Cooper told the group that Arizona is now one of the few states that do not have an SIEC or SWIC and there is a current measure before the Governor of Arizona to create both by Executive Order, which is needed to bring cohesion to operations throughout the state.

   City of Chandler Board Representative Val Gale asked how large the committee would be and what the participation would be. Mr. Cooper answered that the committee would consist of seventeen (17) people from various disciplines and various locations around the state.

Mr. Gale asked if there would be representation on this committee from the Fire Life Safety Council. Mr. Cooper answered that the Fire Life Safety Council is not on the list of committee representation positions, but there are representation positions for the Arizona Fire Chiefs Organization, the Arizona Ambulance Association, the Sheriffs Association, the Chiefs of Police Association, the State 911 Office, as well as several other groups.

City of Scottsdale Board Representative Brad Hartig asked how the recently formed Communications Systems Strategic Alliance, which currently consists of the RWC and the TOPAZ Regional Wireless Cooperative, would fit in with this proposal. Mr. Imig answered that at this time these would be separate groups.

City of Goodyear Board Representative and Board Chair Paul Luizzi asked Mr. Cooper and Mr. Knoll if they would be willing to return and report to the Board with updates about the SIEC and SWIC if they are created. Mr. Cooper and Mr. Knoll agreed to do so.

Mr. Imig presented a resolution to the Board that expressed support from the RWC for the Governor of Arizona to create a renewed Statewide Interoperability Executive Committee and fund and hire a Statewide Interoperability Coordinator.

A **MOTION** was made by Brad Hartig and **SECONDED** by Ron Deadman to approve the resolution of support for the Governor to create a renewed Statewide Interoperability Executive Committee and fund a fulltime Statewide Interoperability Coordinator. **MOTION CARRIED UNANIMOUSLY (16-0).**

7.   **Executive Director's Report**

> **A. Outreach meetings –** Mr. Imig informed the Board that he is continuing his outreach meetings with individual RWC Member Agencies. He has met with representative of approximately 13 of the 19 Members so far. He hopes to meet with the remaining Members soon.
>
> **B. RWC staff changes** – Mr. Imig told the Board that Jeanine Besnier, the RWC Management Assistant I, has left her position with the City of Phoenix to pursue personal opportunities. He is currently working to evaluate staffing needs and service needs to the Members of the Cooperative before filling the vacant position.
>
> **C. Centralized RWC contact information** – Mr. Imig explained to the Board that to further his efforts to make the RWC visible and known as its own entity, he asked RWC Administrative Aide David Clarke to establish email addresses for RWC staff on the "rwcaz.org" web domain. Existing "phoenix.gov" email addresses for RWC staff will still work in addition to these to new addresses.

Mr. Imig continued that Mr. Clarke has also created a new, general purpose RWC email address, "team@rwcaz.org", that forwards to the RWC staff as well as a new, general purpose telephone number for the RWC that rings to all RWC staff. The new email addresses and phone number are listed in the meeting packet and on the RWC website, "rwcaz.org".

Mr. Hartig thanked Mr. Imig for making the initiative and taking the time to meet individually with RWC Member Agencies. He said that the feedback from the leadership team at the City of Scottsdale who met with Mr. Imig was very positive and that the meeting gave them a more thorough understanding of the RWC.

8.   Announcements & Future Agenda Items
Mr. Luizzi thanked the Board for the opportunity to serve as the Chair.

The next RWC Board meeting will be on August 22, 2019.

9.   Adjournment
Chair Luizzi adjourned the meeting at 10:31 a.m.

A **MOTION** was made by Brad Hartig and **SECONDED** by Val Gale to adjourn the May 23, 2019 Board Meeting. **MOTION CARRIED UNANIMOUSLY (16-0)**.

Respectfully submitted,

David Clarke, Administrative Aide

Regional Wireless Cooperative

BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 23, 2019
FROM:	David Clarke, RWC Administrative Aide		Item 4
SUBJECT:	**Conditional Participant Request from Harquahala Fire District**		

BACKGROUND

The Harquahala Fire District (HFD) is currently a member of the Phoenix Fire Regional CAD Consortium and for this purpose uses the Phoenix Fire Conventional VHF Radio Network, which will soon come under the management of the RWC. However, HFD is not a member of the RWC and does not currently share in RWC expenses.

ISSUE

To operate on the RWC Network in a capacity that allows HFD to be appropriately billed for their use of RWC resources while not being an RWC Member, RWC Governance allows for agencies such as HFD to become Conditional Participants. Conditional Participants are billed the monthly subscriber unit rate for radios they operate on the RWC Network, but they do not have equity in the RWC or representation on the Board of Directors.

RECOMMENDATION

The RWC Conventional Working Group, Operations Working Group, and Executive Committee have reviewed the application from HFD and recommend Board approval of HFD as a Conditional Participant on the RWC Network.

This agenda item is for information, discussion, and possible action.

Harquahala Fire District

David Clarke
Administrative Aide
Regional Wireless Cooperative
200 W. Washington St., 7th Floor
Phoenix, AZ 85003
602.495.5761 office
602.534.1799 fax

I would like to formally request Conditional Participant status for the Harquahala Fire District on the Regional Wireless Cooperative Network in order to continue working with the Phoenix Fire Regional CAD Consortium.

The primary point of contact for administrative issues and radio related issues will be
 will be Captain Troy Shepherd. Contact info:
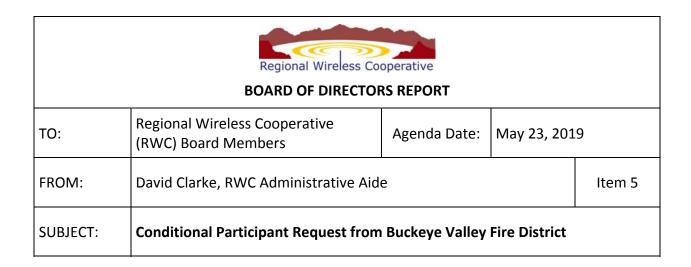
Troy Shepherd
Tshepherd@hfdaz.org
602 319-4271

Sincerely,

Jeffrey McMenemy
51501 W. Tonto Street
Tonopah, Arizona, 85354

5/1/2019
_____   _____
Signature, Jeffrey McMenemy – Fire Chief   Date

BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 23, 2019	
FROM:	David Clarke, RWC Administrative Aide			Item 5
SUBJECT:	**Conditional Participant Request from Buckeye Valley Fire District**			

BACKGROUND
The Buckeye Valley District (BVFD) is currently a member of the Phoenix Fire Regional CAD Consortium and for this purpose uses the Phoenix Fire Conventional VHF Radio Network, which will soon come under the management of the RWC. However, BVFD is not a member of the RWC and does not currently share in RWC expenses.

ISSUE
To operate on the RWC Network in a capacity that allows BVFD to be appropriately billed for their use of RWC resources while not being an RWC Member, RWC Governance allows for agencies such as BVFD to become Conditional Participants. Conditional Participants are billed the monthly subscriber unit rate for radios they operate on the RWC Network, but they do not have equity in the RWC or representation on the Board of Directors.

RECOMMENDATION
The RWC Conventional Working Group, Operations Working Group, and Executive Committee have reviewed the application from BVFD and recommend Board approval of BVFD as a Conditional Participant on the RWC Network.

Note: The attached request letter is pending approval from the BVFD Fire Board at their scheduled monthly meeting on May 28, 2019.

This agenda item is for information, discussion, and possible action.

Buckeye Valley Fire District

25206 W. US Hwy 85, Buckeye, AZ 85326
Phone: (623) 386-5906   Fax: (800) 409-0225
Deron Miller – Chairman, Roger Wallace – Clerk,
Daniel Richardson – Member, Mike Rose – Member, Melanie Hardy – Member
Mike Duran – Fire Chief

May 15, 2019

John W. Imig
Executive Director
Regional Wireless Cooperative

Mr. Imig,

This letter is a formal request for the Buckeye Valley Fire District to seek approval for conditional membership within the Regional Wireless Cooperative pending approval from the Buckeye Valley Fire District Fire Board at its scheduled May 28th, 2019 monthly meeting.

If approval is granted by all governing agencies, the liaison representative for Buckeye Valley Fire will be Battalion Chief - Don Wiley.

If you require further information, please advise me at your earliest convenience.

Respectfully,

Mike Duran
Fire Chief

BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 23, 2019
FROM:	John Imig, RWC Executive Director		Item 6
SUBJECT:	**Statewide Interoperability Executive Committee**		

BACKGROUND
Prior to 2014 the State of Arizona had a Statewide Interoperability Executive Council (SIEC), a Public Safety Communications Commission ("PSCC") and a fulltime Statewide Interoperability Coordinator ("SWIC"). These commissions and individuals were responsible for ensuring statewide interoperable communications and coordination. The PSCC and SIEC were created to *help engage and foster local participation integral to Arizona's strategic planning efforts in support of interoperable communications. The short and long-term goals of the PSCC and SIEC defined actionable strategies required to implement the vision of interoperability that public safety and service agencies/organizations need in order to protect and serve the citizens of Arizona. In 2014 the State of Arizona "sunsetted" the PSCC and eliminated the SWIC position. Since that time there has been no Statewide coordination of interoperable communications, instead relying on individual entities or regional systems, such as the RWC.

ISSUE
There is currently a lack of coordination on a statewide level, and no fulltime, permanent Statewide Interoperability Coordinator. This position instead is being provided on a part time basis by a member of the Arizona Department of Public Safety.

RECOMMENDATION
The RWC Conventional Working Group, Operations Working Group, and Executive Committee have reviewed and recommend Board approval of the resolution of support for the Governor to create a renewed Statewide Interoperability Executive Committee and fund a fulltime Statewide Interoperability Coordinator.

This agenda item is for information, discussion, and possible action.

*quoted from the Arizona Statewide Communications Interoperability Plan

Board of Directors Resolution of Support

Date May 23, 2019

WHEREAS, interoperable communications across and amongst disparate Arizona public safety entities is essential for the protection and preservation of life

WHEREAS, in the past and currently, State, County, Municipal and Tribal entities within the State of Arizona have set a strong example for interoperable communications

WHEREAS, the State of Arizona at one time had a dedicated body responsible for the overall coordination of interoperable communications through the existence of the Public Safety Interoperable Communications (PSIC) Commission

WHEREAS, the PSIC was disbanded in 2014 and funding lost for the commission

WHEREAS, members of the Regional Wireless Cooperative are willing and able to identify, implement and methodically increase interoperable communications through a planning and implementation process that will cultivate and sustain a strong and trusting state-local partnership, and

WHEREAS, reimplementing a statewide interoperability committee and funding of a fulltime statewide interoperability coordinator is fully in the best interest of every Arizona citizen and government that desires to maximize interoperable communications and enhance the quality of life in their community where possible

BE IT THEREFORE RESOLVED, that the Board of Directors of the Regional Wireless Cooperative recommends that the Governor establish a Statewide Interoperability Executive Committee (SIEC) and fund a fulltime Statewide Interoperability Coordinator (SWIC), thus reimplementing a system that will enhance interoperable communications across Arizona, by:
1. Allowing State, County, Municipal and Tribal entities to take necessary and appropriate actions to enhance communications, thereby increasing the health, safety and general welfare of the public; and
2. Creating a measured, outcomes-based process whereby public sector entities can work together to ensure continued and enhanced cooperation and communications across public safety and public sector entities throughout the State.

This resolution was adopted on May 23, 2019

BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	May 23, 2019
FROM:	John Imig, RWC Executive Director		Item 7
SUBJECT:	**Executive Director's Report**		

BACKGROUND

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

1) Outreach meetings

2) RWC staff changes

3) Centralized RWC contact information

    In addition to "phoenix.gov" email addresses, RWC Staff members now have "rwcaz.org" email addresses.

    John Imig, RWC Executive Director;   jimig@rwcaz.org

    Almira Santos, RWC Accountant III;   asantos@rwcaz.org

    David Clarke, RWC Administrative Aide;   dclarke@rwcaz.org

    There is also general purpose RWC email address and phone number;

    team@rwcaz.org

    602-495-5765

    This information has been added to the RWC website, www.rwcaz.org

RECOMMENDATION

This item is for information and discussion.