



Regional Wireless Cooperative

Board of Directors

Agenda

September 28, 2017

10:00 a.m. – 11:30 a.m.

	ITEM	PRESENTER
1)	<b>Call to Order, Roll Call, Opening Comments</b>	Chair Imig Peoria
2)	<b>Call to the Public</b> 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 Imig Peoria
3)	<b>Approval of RWC Board Meeting Minutes from May 25, 2017 Meeting</b> <b>This item is for information, discussion, and action.</b>	Chair Imig Peoria  Est. 2 min.
4)	<b>Board Resolution - Arizona Fire and Medical Authority</b> The purpose of this item is to notify the Board of the merger of the North Country Fire & Medical and Sun Lakes Fire & Medical into Arizona Fire & Medical Authority (AFMA), and recommend the Board approve AFMA as the new entity representing the two former districts by approving the included resolution. <b>This item is for discussion and action.</b>	Mr. David Felix – RWC Executive Director  Est. 10 min.



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10:00 a.m. – 11:30 a.m.

<p>5)</p>	<p><b>Communications Systems Strategic Alliance</b>          The purpose of this item is to update members of the status of the formation of the Communications Systems Strategic Alliance and to prepare for a vote in November for the Communications Systems Strategic Alliance IGA.  <b>This item is for information, discussion, and possible action.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 10 min</p>
<p>6)</p>	<p><b>City of Mesa/TRWC Talkgroup Agreement</b>          The purpose of this item is to discuss terminating Mesa Investigations 1 and 2 talk-groups.  <b>This item is for information, discussion, and possible action.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 10 min</p>
<p>7)</p>	<p><b>RWC Draft Governance Document Update</b>          The purpose of this item is to update the Board on the final draft RWC Governance document.  <b>This item is for information, discussion, and possible action.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 10 min.</p>
<p>8)</p>	<p><b>Approval of the Gateway Policy</b>          The purpose of this item is to request approval from the Board for the updates to the Gateway Policy.  <b>This item is for action.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 5 min.</p>
<p>9)</p>	<p><b>Overlay Infrastructure Policy Update</b>          The purpose of this item is to brief the Board on recent updates to this policy.  <b>This item is for information only.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 5 min</p>



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10:00 a.m. – 11:30 a.m.

<p>10)</p>	<p><b>Executive Director’s Report</b></p> <ul style="list-style-type: none"> <li>A. FirstNet- AT&amp;T Contract award &amp; Arizona “Opt in”</li> <li>B. Government Financial Officers Association (GFOA) certification</li> <li>C. Management Achievement Plan (MAP) Budget Management Score</li> <li>D. Request for Member’s Budgetary/Financial “points of contact”</li> <li>E. RWC Annual Report submission</li> <li>F. New Executive Committee Chair and Vice Chair election results</li> <li>G. Membership interest from the Veteran’s Administration Police Department.</li> </ul> <p>The purpose of this item is to update the Board.  <b>This item is for information and discussion.</b></p>	<p>Mr. David Felix – RWC          Executive Director</p> <p>Est. 10 min.</p>
<p>11)</p>	<p><b>Announcements, Public Comment, Future Agenda Items</b></p> <p>The purpose of this item is to communicate any Board announcements, additional public comment, or future agenda items.</p> <p>The next meeting is on November 16, 2017 from 10:00 – 11:30.</p> <p><b>This item is for information only.</b></p>	<p>Chair Imig          Peoria</p>
<p>12)</p>	<p><b>Adjourn</b></p>	<p>Chair Imig          Peoria</p>



**Regional Wireless Cooperative  
Board of Directors  
MINUTES  
September 28, 2017**

City of Phoenix  
200 W. Washington Street, 7<sup>th</sup> Floor  
Phoenix, Arizona 85003

Board Members Present			Board Members Absent
Kevin Artz	John Imig	Brenda Buren	Les Strickland
Larry Hall*	Danny Johnson	Bob Hansen	Troy Maloney
Brad Miller	Tim Van Scoter		
Terry McDonald	Michael Cole		
Rick St. John**	Milton Dohoney		
Paul Luizzi	Brad Hartig		
Wayne Clement	Jim Fox*		
Lonnie Inskeep	Mike Frazier		
*Board Alternate	** Telephone Participant	^Non-Voting Alternate	

**Staff and Public Present**

Chris Nadeau	Janelle LaPlante		
Michael Ashley	David Felix		
Dave Collett	Almira Santos		
David Francis	Jeanine Besnier		
Tom Grebner	David Clarke		
Nicole Diedrick			
Jeff Schripsema			
Carl Reitz			
Michelle Potts			

**1. Call to Order, Roll Call and Opening Comments**

Chair John Imig called the meeting to order at 10:01 AM.

**2. Call to the Public – None**

**3. Approval of RWC Board Meeting Minutes from May 25, 2017.**

A **MOTION** was made by Brad Hartig and **SECONDED** by Bob Hansen to approve the RWC Board meeting minutes from May 25, 2017. **MOTION CARRIED UNANIMOUSLY (18-0).**

4. **Board Resolution – Arizona Fire and Medical Authority**

Tim Van Scoter, Board member of North County Fire and Medical, explained the background of how the Arizona Fire and Medical Authority (AFMA) formed. Sun Lakes Fire Authority and North County Fire & Medical Districts joined forces early in 2017 to develop an authority to join the two fire districts. The authority is a way to bring these two entities together with a number of financial and operational benefits. Each entity will retain their boards, but all assets, liabilities, agreements, IGAs, etc. will be under the umbrella of AFMA.

David Felix, RWC Executive Director, mentioned that per the RWC governance the only way these two entities can consolidate under an authority within the RWC is through a RWC Board Resolution. He explained how David Francis, the City of Phoenix attorney assigned to work with the RWC, has been helping with this issue.

A **MOTION** was made by Paul Luizzi and **SECONDED** by Danny Johnson to adopt the Board Resolution to accept the new IGA with AFMA. **MOTION CARRIED UNANIMOUSLY (18-0).**

5. **Communications Systems Strategic Alliance**

Mr. Felix discussed the history of the Communications System Strategic Alliance IGA draft and how, created initially between the RWC and the TRWC, it is now open to any other regional system within the state. This umbrella IGA will make it easier for regional systems to engage in cooperative “task orders” without having to enter into a new agreement. All task order initiation, funding, and action require the RWC and the TRWC approval.

Brad Hartig emphasized that this IGA will be a framework that is flexible for other potential stakeholders beyond the TRWC. The other benefit may be in the form of collective buying power with Motorola contracts. Other agencies or regional systems may participate as well.

Mr. Felix requested the Board members review the draft IGA and provide feedback to Jeanine Besnier. The plan is to bring a final draft to the Board for approval at the November Board meeting.

**No additional action was taken on this issue.**

6. **City of Mesa/TRWC Talkgroup Agreement**

Mesa Investigations 1 and 2 talkgroup arrangement was established due to the critical need cited by the TRWC and as a temporary measure to allow the TRWC time to establish a long-term solution to poor coverage in the central and west Valley. Since that time, the TRWC established a site on Shaw Butte to overcome this deficiency. Therefore, Mr. Felix asked that the Board approve discontinuing Mesa’s use of the Mesa Investigations 1 and 2 talk groups.

A **MOTION** was made by Brad Hartig and **SECONDED** by Mike Frazier to remove the radio services provided to the TRWC. **MOTION CARRIED UNANIMOUSLY (18-0).**

7. **RWC Draft Governance Document Update**

This document is in draft form and is very close to being complete. Mr. Felix would like the RWC Board to give their final input on this document for approval at the November RWC Board meeting. The goal is that an amendment to the RWC IGA will replace the “Attachment A” of the current IGA Governance Document. Chief Luizzi asked if Mr. Felix anticipated a January final ratification. Mr. Felix stated that the projected goal for all members adopting the amended IGA with the new governance document is the first half of 2018.

**No action was taken on this item.**

8. **Approval of the Gateway Policy**

Jesse Cooper discussed this policy and the changes made to it. High level gateways allow radios to be interconnected with each other. Gateways aren't often needed within the RWC system but the policy is available in case there is a need. Companies have been making new gateways that allow different types of connectivity, which potentially have security impacts on the system. The updates to this policy are intended to mitigate some of these impacts.

A **MOTION** was made by Brad Hartig and **SECONDED** by Lonnie Inskeep to approve the changes made to the Gateway Policy. **MOTION CARRIED UNANIMOUSLY (18-0).**

9. **Overlay Infrastructure Policy Update**

Mr. Felix explained the changes to this policy are basic verbiage changes only and don't require Board approval.

10. **Executive Director's Report**

- A. **FirstNet - AT&T Contract award & Arizona “opt in”** – FirstNet has chosen AT & T as the contractor to build out the nationwide public safety data network. Also, Arizona's governor has opted in to join FirstNet.
- B. **Government Financial Officers Association (GFOA) certification** – The RWC has received this award for the fifth year in a row for its Comprehensive Annual Financial Report (CAFR).
- C. **Management Achievement Plan (MAP) Budget Management Score** – Mr. Felix received the highest rating for the RWC staying within budget spending limits.
- D. **Request for Member's Budgetary/Financial “points of contact”** – There are members who still need to submit their agency's financial point of contact. This will help the RWC Accountant with efficiently processing member invoices.
- E. **RWC Annual Report submission** – Mr. Felix briefed the Board on the content of the 2017 RWC Annual Report. The 2017 Annual Report will be posted online and will be available after this meeting.

F. New Executive Committee Chair and Vice Chair election results – The new Chair for the Executive Committee is Phoenix Police Department's Jesse Cooper and the new Vice Chair is the City of Surprise Public Works Director Mike Gent.

G. Membership interest from the Veteran's Administration Police Department (VAPD) – The VAPD reached out to determine how to join the RWC. RWC, City of Phoenix IT staff, and Jesse Cooper met with VAPD staff to discuss membership requirements. If the VAPD joins the RWC, it would be the first Federal agency to be an RWC member.

**11. Announcements & Future Agenda Items**

Mr. Felix reminded the Board that the drafts of both the Governance and Strategic Alliance IGA will be discussed and require Board action. Also, the Budget adoption will occur at the November meeting.

The next RWC Board meeting will be on November 16, 2017.

**12. Adjournment**

Chair Imig adjourned the meeting at 11:12 a.m.

A **MOTION** was made by Bob Hansen and **SECONDED** by Paul Luizzi to adjourn the September 28, 2017 Board Meeting. **MOTION CARRIED UNANIMOUSLY (18-0)**.

Respectfully submitted,

Jeanine Besnier, Management Assistant I



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	September 28, 2017
FROM:	David Felix, RWC Executive Director		Item 4
SUBJECT:	<b>Board Resolution - Arizona Fire and Medical Authority</b>		

### BACKGROUND

RWC Members Sun Lakes Fire District and North County Fire and Medical District have entered an agreement to establish the Arizona Fire and Medical Authority (AFMA). This arrangement is authorized under several Arizona Revised Statutes. Sun Lakes Fire and North County Fire and Medical will continue to operate as separate fire departments but are now administratively and operationally managed by AFMA. This agreement amongst these parties was approved in February 2017. The RWC has continued to bill these two Members and administratively managed them under the former structure until such time as the AFMA further established the necessary structures for operations and management.

### THE ISSUE

In their agreement forming AFMA, Sun Lakes Fire and North County Fire and Medical assigned to AFMA their respective interests in and with respect to the RWC IGA, effectively making AFMA a new member of the RWC replacing Sun Lakes Fire and North County Fire and Medical District. The RWC Intergovernmental agreement (IGA), **Section 21 “Assignment and Binding Effect”** states, *“No assignment shall be allowed without the prior written consent of the Board of Directors.”*

Therefore, in order to admit AFMA as a member of the RWC in place of Sun Lakes Fire and North County Fire and Medical, the Board of Directors must approve by resolution the assignment by Sun Lakes Fire and North County Fire and Medical of their respective interests in the RWC IGA.

Additionally, the AFMA will be required to sign the RWC IGA; RWC staff will make necessary administrative and budgetary changes to enable RWC support and management for AFMA; and reduce total Board representation from 20 to 19. The AFMA will identify a representative and alternate representatives as required by RWC Governance.

The AFMA has submitted its request for the above specified changes in compliance with RWC Governance and Policy.



RECOMMENDATION

The RWC Executive Committee recommends the Board of Directors consent to, by resolution, the assignment by Sun Lakes Fire and North County Fire and Medical of their respective interests in the RWC IGA, thereby admitting AFMA as a member of the RWC in place of Sun Lakes Fire and North County Fire and Medical. A copy of the proposed resolution is attached hereto as Exhibit A.

This item is for information, discussion and possible action.

**RESOLUTION OF THE BOARD OF DIRECTORS  
REGIONAL WIRELESS COOPERATIVE**

**I hereby certify** that at the September 28, 2017 meeting of the Board of Directors of the Regional Wireless Cooperative, an unincorporated association of the parties signatory to that certain Amended and Restated Intergovernmental Agreement to Plan, Design, Construct, Operate, Maintain and Finance the Regional Wireless Cooperative Network (the “RWC IGA”), the following resolution was duly adopted and is now in full force and effect:

**Whereas**, North County Fire and Medical District (“North County”) and Sun Lakes Fire District (“Sun Lakes”) entered into that certain Intergovernmental Agreement for the Establishment of a Joint Powers Authority for the Arizona Fire & Medical Authority dated effective July 1, 2017 (the “AFMA IGA”); and

**Whereas**, pursuant to the AFMA IGA, North County and Sun Lakes formed the Arizona Fire & Medical Authority (“AFMA”); and

**Whereas**, pursuant to the AFMA IGA, North County and Sun Lakes assigned to AFMA all of their rights, obligations, and all other interests whatsoever in and with respect to the RWC IGA (the “Assignment”); and

**Whereas**, the Board wishes to grant its consent to the Assignment; now therefore be it

**Resolved**, that the Board of Directors of the Regional Wireless Cooperative hereby approves and grants its consent to the Assignment, subject to the following conditions: (i) notwithstanding the Assignment, AFMA shall physically and in its own name execute the RWC IGA, and shall henceforth assume all rights and obligations in the RWC IGA formerly held by North County and Sun Lakes; and (ii) AFMA’s entitlement to representation on the RWC Board of Directors and other groups, committees, and bodies described in Section 3 of the Regional Wireless Cooperative Governance Document shall be as set forth therein.

Signed: \_\_\_\_\_  
David Felix  
Executive Director



# ARIZONA FIRE & MEDICAL AUTHORITY

*Protecting life and property and enhancing the well-being of all those we serve*

September 19, 2017

Mr. David Felix  
Executive Director  
Regional Wireless Cooperative

Mr. Felix:

During a public meeting held on February 28, 2017, the governing boards of the North County Fire & Medical District and the Sun Lakes Fire District adopted resolutions to establish the Arizona Fire & Medical Authority. As of July 1, 2017, this new Authority will govern all activities for the Fire Districts including the administration of the IGA and participation in the Regional Wireless Cooperative.

We would formally request that the membership of the two fire districts be consolidated under the name of the Authority at your earliest convenience.

Please let us know what we can do and provide you to assist in this process.

Thank you.

Tim Van Scoter  
Assistant Chief  
Emergency Services Division  
Arizona Fire & Medical Authority

[tvanscoter@afma.az.gov](mailto:tvanscoter@afma.az.gov)

Cell: 602-881-2733

*The Authority  
proudly serves the  
communities of:*

*Coldwater Ranch*

*Corte Bella*

*Cross River*

*Dos Rios*

*Marisol Ranch*

*Pinnacle Peak  
County Island*

*Rancho Cabrillo*

*Rancho Silverado*

*Rio Sierra*

*Sun City West*

*Sundero*

*Sun Lakes*

*Wittmann*

*And other areas of  
Maricopa County*



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	September 28, 2017
FROM:	David Felix, RWC Executive Director		Item 5
SUBJECT:	<b>COMMUNICATIONS SYSTEMS STRATEGIC ALLIANCE</b>		

### BACKGROUND

Since the formation of the Regional Wireless Cooperative (RWC) and Topaz Regional Wireless Cooperative (TRWC), the RWC and TRWC have continuously worked to develop formal and informal structures to ensure the radio cooperatives' activities are coordinated and compatible. More recently these efforts were led by the joint RWC/TRWC Governance Working Group (GWG) and have extended to other regional systems operating in the State of Arizona.

Discussions to bring the RWC and TRWC under a unified management structure have not been fruitful, however the GWG has now developed an intergovernmental agreement (IGA) to codify many of the activities necessary to ensure partnering regional systems deliver the best service possible to the service regions. The draft document was developed with oversight and input from David Francis of the City of Phoenix Law Department.

### ISSUE

The GWG has finalized a Master IGA titled "Communications Systems Strategic Alliance." The IGA language establishes the authority to undertake a wide variety of mutually beneficial programs, projects or activities to support cooperation and improve operational efficiencies between and among regional systems. The IGA defines these activities as "task orders." All task order initiation, funding and action require the RWC and TRWC Boards of Directors approval.

Some of the task order activities would include:

- Purchasing of equipment and related services.
- Use of facilities and co-location of equipment.
- Installation and use of connectivity and communications equipment.
- Services such as maintenance of equipment.
- Interoperable and/or operable use of each other's Systems.
- Research and development.

- Staff resources and support.
- Sharing administrative expenses incurred pursuant to the Master IGA.
- Policies & procedures.
- Strategic planning.
- Grant applications.
- Technical coordination and planning to ensure Systems compatibility.
- Review performance of shared resources.

The purpose of this overview is to provide the RWC Board an opportunity for a final review of the Communications Systems Strategic Alliance IGA; submit feedback or edits to the document, and engage in discussion prior to a formal vote at the November 2017 RWC Board of Directors meeting. The Board will be required to approve the IGA before the City of Phoenix can formally approve it on behalf of the RWC.

#### RECOMMENDATION

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



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	September 28, 2017
FROM:	David Felix, RWC Executive Director		Item 6
SUBJECT:	<b>City of Mesa/TRWC Talkgroup Agreement</b>		

### BACKGROUND

In 2010 the Topaz Regional Wireless Cooperative (TRWC), representing the Mesa Police Department (Mesa PD), approached the Regional Wireless Cooperative Board of Directors (RWC Board) to gain access to “operational” RWC resources to support independent Mesa PD law enforcement activities in the central and west Phoenix metropolitan regions. The TRWC had no coverage in these areas at that time except for unstable and moderate coverage provided by the White Tank communication site located in the far west Valley.

Although the RWC IGA and Governance does not specify the ability to establish the following type of arrangement; the RWC Board approved two talkgroups (“Mesa Investigations 1 and 2”) for independent use by Mesa PD. Access to these talkgroups was limited to 35 radio ID’s. The TRWC agreed to pay the established RWC Operations and Maintenance (O & M) radio rate. This arrangement was established due to the critical need cited by the TRWC and as a temporary measure to allow the TRWC time to establish a long-term solution.

At that time, discussions were underway to determine if the RWC and TRWC could merge into a single system under a single Board of Directors. As discussions continued over a six-year period, it was decided that the two systems would remain separate and under independent governance structures.

### THE ISSUE

Since the original talkgroup agreement, the TRWC installed equipment located on the Shaw Butte site to provide Mesa PD in-fill coverage in the central and west Valley. The TRWC also built several “bag radios” with increased power for use in undercover vehicles. Finally, the evolution and expansion of multiple interoperability decks and talkgroups has provided significantly more resources than were available in 2010. These resources are free for use in multi-agency events to all public safety partners in the Phoenix metropolitan area. Furthermore, these resources are carefully managed and scheduled under RWC policies and operational procedures.

The need for “Mesa Investigations 1 and 2” talk-groups and associated O & M costs has been evaluated by the RWC’s Operations Working Group (OWG) and Executive Committee. The OWG reviewed future needs for talk-groups including operational impact, network usage, capacity, and cost recovery as they apply to current Members, non-members; and adherence to governance, policy and procedure.

#### RECOMMENDATION

The RWC’s Operations Working Group and Executive Committee recommend that the agreement authorizing use of Mesa Investigations 1 and 2 be discontinued. This action is appropriate in light of TRWC’s activation of the new site on Shaw Butte and increased availability of cost free interoperability decks for multi-agency events and activities.

A letter outlining this proposed discontinuation was sent to Dale Shaw, the Executive Director of the TRWC, on July 13, 2017, to alert the TRWC that this change is under consideration. The letter is included with this report.

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



Thursday, July 13, 2017

Dale Shaw, Executive Director  
Topaz Regional Wireless Cooperative  
PO Box 358  
Mesa, Arizona 85211-0358

Dear Dale:

In 2010, the Topaz Regional Wireless Cooperative (TRWC), representing the Mesa Police Department (Mesa PD), approached the Regional Wireless Cooperative Board of Directors (RWC Board) to gain access to “operational” RWC resources to support independent Mesa PD law enforcement activities in the central and west Phoenix metropolitan regions. The TRWC had no coverage in these areas at that time except for unstable and moderate coverage provided by the White Tank communication site located in the far west Valley.

To immediately respond to this need, the RWC Board approved establishing two talk-groups (referred to as Mesa Investigations 1 and 2) for use by Mesa PD. Access and use of these talk-groups was limited to 35 radio ID’s. The TRWC agreed to pay the established RWC Operations and Maintenance (O & M) radio rate. This arrangement was established as a temporary measure until such time as a longer term solution could be implemented by the TRWC.

As you know, discussions were underway to determine if the RWC and TRWC could blend into a single system under a single Board of Directors. As discussions continued over a six year period, it was decided that the two systems would remain separate under independent governance structures.

Since the original agreement was entered into, the TRWC established a site located on Shaw Butte to provide in-fill coverage in the central and west Valley. Additionally, the evolution and expansion of multiple interoperability decks and talk-groups has provided significantly more resources than were available in 2010. These resources are available to all public safety partners in the Phoenix metropolitan area and are managed under RWC policy.

The need for the Mesa Investigations 1 and 2 talk-groups and the associated funding model has been evaluated by the RWC’s Operations Working Group (OWG), as have several other long-standing interagency agreements. The OWG reviewed the future need for talk-groups including operational impact, network usage, capacity, and cost recovery as they apply to current members, non-members, governance, and policy and procedure.



As we recently discussed, the OWG recommended that the use of Mesa Investigations 1 and 2 be discontinued, especially in light of TRWC's activation of a site on Shaw Butte and availability of the interoperability decks for multi-agency events and activities.

The purpose of this overview and recommendation by the OWG is to provide the TRWC sufficient time to inform TRWC members of the impending change. This issue will be an agenda item before the RWC Board of Directors at their regularly scheduled meeting on Thursday, September 28, 2017. Since the Board approved the talk-groups in 2010, it is appropriate that they are updated and provided the opportunity to take official action.

As executive directors, we are mutually committed to providing the highest quality communications services to the public safety community. We are committed to achieving this mission within our individual systems' technical, staffing, and budgetary limitations and doing so in a way that is balanced with our guiding governances, policies, and procedures.

Please contact me should you, your staff, or membership have additional questions or need for more information.

Sincerely,

A handwritten signature in black ink that reads "David". The signature is stylized with a large, sweeping initial 'D'.

David A. Felix  
RWC Executive Director



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	September 28, 2017
FROM:	David Felix, RWC Executive Director		Item 7
SUBJECT:	<b>RWC Draft Governance Document Update</b>		

### BACKGROUND

The purpose of this report is to update the Board on the status of the final draft of the RWC Governance document and the next steps involved. The RWC Governance Working Group (GWG) has developed an updated and improved draft RWC Governance “Attachment A” to the RWC Intergovernmental Agreement (IGA).

On January 27, 2017, RWC staff provided a copy of the draft Governance to all RWC Member Board Representatives asking that they review the draft document for content and suggested changes or edits. The recommended changes and edits were then compiled by David Francis, City of Phoenix’s Law Department, for inclusion into the draft document. The document was again reviewed with the compiled information during the most recent RWC GWG meeting held on July 28, 2017. At that time the GWG completed its final draft for submission to the RWC Board of Directors.

### DISCUSSION

The immediate goal of the GWG is to have the new Governance document approved at the November 2017 RWC Board of Directors meeting. The period between today and the November meeting is essentially a “best and final” opportunity for RWC Members to review the final draft Governance. The long-term goal is to have the Governance document, Attachment A, signed by all RWC Member entities by June 30, 2018.

Mr. Francis stated that the changes to the RWC Attachment A Governance document do not warrant a new IGA; rather, he recommends an amendment to the current IGA which will specify the replacement of the existing Attachment A with the new Attachment A. He has reviewed the current IGA and does not see a need to modify it at this point.

### RECOMMENDATION

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

<p style="text-align: center;">REGIONAL WIRELESS COOPERATIVE POLICIES AND PROCEDURES</p>	 <p style="text-align: center;">Regional Wireless Cooperative</p>
<p>Subject: Gateway Policy</p>	<p>No. O-04.12</p> <p>Effective Date 1/26/12 Rev: 11/13/14</p>

## 1.0 Purpose

- 1.1. To establish a policy for the use of **audio** gateway devices when **interconnecting connected** to the Regional Wireless Cooperative (RWC) simulcast digital trunked radio system.

## 2.0 Owner

- 2.1. RWC Operations Working Group (OWG).

## 3.0 Applies To

- 3.1. All members, interoperability participants and entities otherwise having subscribers using the operational capabilities of the RWC.

## 4.0 Background

- 4.1. "Gateway" **devices** **systems** **connect** ~~interconnect channels of disparate communication systems. (whether on different frequency bands, radio operating modes, or networks) using gateway devices which allow first responders to use existing radios and channels to be interconnected with the channels of other users outside of their agency.~~ Dispatch consoles ~~that are able to create patches~~ may also be defined as a gateway.
- 4.2. Unless used properly ~~with knowledge of the networks being patched~~ these devices can be harmful to the normal operations of **the** ~~those~~ networks. Their use can be particularly harmful to a simulcast digital trunked radio system, such as the RWC system.
- 4.3. **Gateway devices connected to encrypted resources may compromise secure communications.** ~~Due to home system limitations, gateway users must be within the footprint of their coverage area.~~

## 5.0 Policy Statement

- 5.1. The RWC understands that circumstances may necessitate the need to interconnect ~~disparate radio~~ systems to facilitate operations. ~~A gateway may be used after other solutions have been considered.~~

5.2. Talkgroup and/or conventional channel owner(s) must authorize the connection of a gateway.

5.3. Fees may be assessed for subscriber(s) with access to a gateway device.

## 6.0 Supporting Rules

6.1. Users should not assume encryption will be maintained or effective when a gateway device connection is active.

6.2. The initiating agency is responsible for monitoring the necessity and integrity of the connection.

6.3. ~~Patching via a gateway device should be limited to a single resource.~~ The RWC does not support physical interconnection to public networks ~~connecting the Public Switched Telephone Network (PSTN) or cellular devices to the network.~~

6.4. If the gateway ~~is found to interfere with~~ negatively effects system performance, the RWC will require the gateway operator to ~~deactivate the patch~~ mitigate the impact.

6.5. Gateway devices (terms & conditions) will require approval by OWG.

6.6. ~~Interoperability talkgroups by definition shall be authorized by an RWC Member for patching.~~

## 7.0 Responsibilities

7.1. A gateway patch should only be setup by a trained gateway operator. ~~that is familiar with the equipment and the resources to be patched.~~

7.2. Gateway operator must have permission from the resource owner and be familiar with the resources to be patched. ~~Prior to establishing the patch, the gateway operator should make an announcement on the applicable resources that a patch is being setup and ready for use.~~

7.3. The gateway operator ~~will~~ must monitor the performance throughout the duration of the patch.


7.4. Once the patch is no longer needed, the gateway operator ~~will announce that the patch is being removed and~~ will disconnect the patch.

## 8.0 Conditions for Exemption or Waiver

8.1. As provided in the Waiver or Exception Policy.

## 9.0 Applicable Policies and/or Procedures

9.1. As listed at [www.rwcaz.org](http://www.rwcaz.org).

<p style="text-align: center;">REGIONAL WIRELESS COOPERATIVE POLICIES AND PROCEDURES</p>	 <p style="text-align: center;">Regional Wireless Cooperative</p>
	<p>No. O-09.12</p>
<p>Subject:</p> <p><del>Overlay Sites</del> <b>Overlay Infrastructure</b> Policy</p>	<p>Effective Date</p> <p style="text-align: center;">3/22/12 Rev: 11/13/14</p>

## 1.0 Purpose

- 1.1. The purpose of this policy is to define the interoperable and operable use of the Regional Wireless Cooperative's (RWC) ~~Overlay Sites~~ **Overlay Infrastructure** by RWC and Non-RWC Members.

## 2.0 Owner

- 2.1. RWC Operations Working Group (OWG).

## 3.0 Applies To

- 3.1. This applies to all approved users of the RWC network.

## 4.0 Background

- 4.1. The ~~Overlay Sites~~ **Overlay Infrastructure** ~~consist~~ **consists** of the following locations: Far North Mountain, North Mountain, Sacaton Peak, South Mountain, Thompson Peak, Towers Mountain, White Tank Mountain, and associated network sites.
- 4.2. The primary intent of the Overlay Sites Infrastructure is to provide the ability for any entity with capable subscriber equipment to use the sites as a redundant backup system in the event of a primary communications system failure.
- 4.3. The ~~Overlay Sites~~ **Overlay Infrastructure** ~~are~~ **is** designed to support mobile on-street use.

## 5.0 Policy Statement

- 5.1. Users are assigned a system priority level.
- 5.2. Priority order for use of the ~~Overlay Sites~~ **Overlay Infrastructure** is as follows:
- 5.2.1. Redundant backup system.
  - 5.2.2. Interoperable use.
  - 5.2.3. RWC Member operational use.
  - 5.2.4. Non-RWC Member **interoperable** ~~operational~~ use.

5.3. Backup use may preempt other usages.

## 6.0 Supporting Rules

- 6.1. Users of the ~~Overlay Sites~~ Overlay Infrastructure must be either a Member or Participant of the RWC Network.
- 6.2. Sufficient capacity must be set aside to ensure that sustained busies do not occur on the system.
  - 6.2.1. Monthly utilization reports will be reviewed to determine capacity allocations.
- 6.3. No assumptions should be made that service levels will be adequate for the needs of the user due to the design of the system.
- 6.4. Non-RWC Members using the ~~Overlay Sites~~ Overlay Infrastructure may incur charges.
- 6.5. When the ~~Overlay Sites~~ Overlay Infrastructure is ~~are~~ used as an immediate backup resource, the stipulations of the Good Neighbor Policy apply.

## 7.0 Responsibilities

- 7.1. Requests for interoperability use of the Overlay Infrastructure may require OWG approval.
- 7.2. RWC Member requests for operational use of the ~~Overlay Sites~~ Overlay Infrastructure must be submitted to the OWG for approval.
- 7.3. Non-RWC Member requests for operational use of the ~~Overlay Sites~~ Overlay Infrastructure must be submitted to the RWC Executive Director on Agency letterhead.
  - 7.3.1. Submissions must include:
    - 7.3.1.1. Agency name and single point of contact.
    - 7.3.1.2. Number of subscribers (an RWC Subscriber Inventory form may be required).
    - 7.3.1.3. Estimated duration of access.
    - 7.3.1.4. The authorized service provider or entity that will program the subscribers (when applicable).
    - 7.3.1.5. Specific talkgroup requirements, including encryption.
    - 7.3.1.6. Specific site(s) requested.
    - 7.3.1.7. Purpose of the request.
    - 7.3.1.8. Signature of authorized agency representative.
  - 7.3.2. The Executive Director will provide the OWG a written summary of the application packet to include:
    - 7.3.2.1. Requesting Participant.
    - 7.3.2.2. Talkgroup requirements.
      - 7.3.2.2.1. Duration.
      - 7.3.2.2.2. Site(s).
      - 7.3.2.2.3. Number of talkgroups.
      - 7.3.2.2.4. Encryption Requirements.

- 7.3.2.3. Purpose of request.
- 7.3.2.4. Number of subscribers/users.
- 7.3.3. The OWG will provide a recommendation to the Executive Committee.
- 7.3.4. The Executive Committee will forward its recommendation to the Board of Directors through the Executive Director.
- 7.3.5. The Board of Directors will approve, deny or request additional information.
- 7.3.6. The Executive Director will contact the requestor regarding approval status.
- 7.3.7. Upon approval, the requestor will enter into an Intergovernmental Agreement with the Administrative Managing Member.
- 7.4. Approved Non-RWC Members desiring additional talkgroups and/or an increase in the number of approved subscriber counts must notify the Executive Director of proposed changes.
  - 7.4.1. Notification must include:
    - 7.4.1.1. Agency name and single point of contact.
    - 7.4.1.2. RWC Subscriber Inventory form, if changes.
    - 7.4.1.3. Estimated duration of access.
    - 7.4.1.4. Talkgroup requirement changes.
    - 7.4.1.5. Purpose of request.
    - 7.4.1.6. Signature of authorized agency representative.
  - 7.4.2. The Executive Director will provide a written summary of requested changes for OWG recommendation or approval.

## **8.0 Conditions for Exemption or Waiver**

- 8.1. As provided in the Waiver or Exception Policy.

## **9.0 Applicable Policies and/or Procedures**

- 9.1. As listed at [www.rwcaz.org](http://www.rwcaz.org).



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	September 28, 2017
FROM:	David Felix, RWC Executive Director		Item 10
SUBJECT:	<b>EXECUTIVE DIRECTOR'S REPORT</b>		

### BACKGROUND

The Executive Director will provide updates to the Board of Directors regarding the following issues:

- A. FirstNet – AT & T contract award & Arizona's decision to "opt in."
- B. Government Financial Officers Association (GFOA) certification.
- C. Management Achievement Plan (MAP) Budget Management Score.
- D. Request for Member's Budgetary/Financial "points of contact."
- E. RWC Annual Report submission.
- F. RWC Executive Committee Chair and Vice Chair election results.
- G. Membership interest from the Veteran's Administration Police Department.

### RECOMMENDATION

This agenda item is for information and discussion.





GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

07/18/2017

**For more information contact:**  
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(Chicago, Illinois)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Regional Wireless Cooperative** by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s) or department designated by the government as primarily responsible for preparing the award-winning CAFR.

The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

*Government Finance Officers Association is a major professional association servicing the needs of nearly 19,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.*