

**NOTICE OF PUBLIC MEETING
PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK
EXECUTIVE MANAGEMENT COMMITTEE
AND
AGENDA**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK EXECUTIVE MANAGEMENT COMMITTEE** and to the general public that the **Executive Management Committee** will hold a meeting open to the public on **Thursday, July 22, 2004** beginning at **9:00 a.m.** at the **Pima County Sheriff's Department, 1750 E. Benson Hwy., Tucson, AZ.**

Pursuant to the Americans with Disabilities Act (ADA), the Pima County Sheriff's Department endeavors to ensure all persons with disabilities accessibility to meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Sheriff's Department at (520) 741-4600. Requests should be made as early as possible to allow time to arrange the accommodation.

- I. Call to Order and Roll Call** **Sheriff Dupnik, Chairman**
- II. Loyalty Oath of Office** **Paul Wilson**
- Administering of the loyalty oath of office **Info**
- III. Open Meeting Law Briefing** **County Attorney's Office**
- County Attorney's Office briefing for members on Arizona Open Meeting laws. **Info & Discussion**
- IV. Pima County Bond Implementation Plan**
- Ordinance No. 2004-18** **County Administrator's Office**
- County Administrator's Office briefing for members on Pima County Bond Implementation Plan – Ordinance No. 2004-18. **Info & Discussion**
- V. Committee Member Selection** **Paul Wilson**
- Nomination for a recommendation to the Pima County Board of Supervisors to fill the third fire agency seat on the Executive Management Committee as comprised by Pima County Ordinance No. 2004-18. **Nominations & Vote**

- VI. Project Status Report** **Paul Wilson**
- Report on the status of the Needs Assessment initiated by the Pima County Sheriff's Department and efforts to obtain supplemental federal funding. **Info & Possible Action**
- VII. Executive Management Committee Bylaws** **Paul Wilson**
- Review, discussion, consideration and possible action on forming a working group to develop bylaws to govern activities of the Executive Management Committee. **P-F-T**
- VIII. Consultant RFP Working Group** **Paul Wilson**
- Review, discussion, consideration and possible action on forming a short lived working group to develop an RFP process to procure project planning consultant services. **P-F-T**
- IX. Committee Communications Strategy** **Paul Wilson**
- Review, discussion, consideration and possible action on approving methods for communicating information about the public safety communications network project activities and actions of the committee to members of the public safety community and general public. **P-F-T**
- X. Call to the Public**
- Those wishing to address the Committee need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.
- XI. Date-Time-Location of Next Meeting(s)**
- At the call of the chairperson.
- XII. Adjournment**

A copy of the agenda background material provided to Committee members is available for public inspection at the Pima County Sheriff's Department, 1750 E. Benson Hwy., Tucson, AZ 85714, (520) 741-4600.



**PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK
EXECUTIVE MANAGEMENT COMMITTEE**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Loyalty Oath of Office

TO: Executive Management Committee

FROM: Captain Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

N/A

DISCUSSION:

Per the requirements of ARS 37-231 members sign a Loyalty Oath of Office.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A



**PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK
EXECUTIVE MANAGEMENT COMMITTEE**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Open Meeting Law Briefing

TO: Executive Management Committee

FROM: Ms. Katharina Richter, Deputy County Attorney
Pima County Attorney's Office

RECOMMENDATION:

N/A

DISCUSSION:

Ms. Katharina Richter will brief the committee on Arizona Open Meeting Laws and their application to the conduct of committee business.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK EXECUTIVE MANAGEMENT COMMITTEE

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Pima County Bond Implementation Plan – Ordinance #2004-18 Briefing

TO: Executive Management Committee

FROM: Mr. Jim Barry, Pima County Administrator's Office

RECOMMENDATION:

N/A

DISCUSSION:

Mr. Jim Barry will brief the committee on the contents of the Pima County Bond Implementation Plan – Ordinance #2004-18 and take questions about the purpose of the Executive Management Committee and its sub-committees.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A



**PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK
EXECUTIVE MANAGEMENT COMMITTEE**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Committee Member Selection

TO: Executive Management Committee

FROM: Captain Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

The committee recommend a nominee to the Pima County Board of Supervisors to fill a vacant committee seat for the third largest fire agency participating in the Pima County Public Safety Communications Network.

DISCUSSION:

Pima County Bond Ordinance No. 2004-18 establishes the Executive Management Committee. The Committee is made up of the following members:

- Sheriff, Chairman
- Representatives of
 - 4 Largest Law Enforcement Agencies
 - 3 Largest Fire Departments/Districts
 - Pima County Office of Emergency Management

Law Enforcement Agency seats were based on the total number of sworn officers reported for each jurisdiction in Pima County by the Arizona Peace Officer and Standards Training Board. The four agencies with seats on the committee are:

- Tucson Police Department (957 officers)
- Oro Valley Police Department (81 officers)
- Tohono O'odham Tribal Police Department (72 officers)
- Marana Police Department (64 officers)

Fire Department/District seats were based on the total number of first responders reported to the Pima County Sheriff's Department by each Department/District during our research for the bond package. Two seats are filled by:

- Tucson Fire Department (580 Responders)
- Northwest Fire District (142 Responders)

Drexel Heights Fire Department and Golder Ranch Fire Department reported identical numbers of first responders (80). An inquiry with the Pima County Office of Emergency Management confirmed that the two departments are similarly sized. Other statistics that might be used to determine which agency will fill the last seat include:

- Fire District Population as reported by the Pima Association of Governments for the 2000 Census
 - Drexel Heights Fire District – 36,800
 - Golder Ranch Fire District – 19,000
- Registered voters in each fire district
 - Drexel Heights Fire District – 16,158
 - Golder Ranch Fire District – 11,664
- Geographic size of each fire district
 - Drexel Heights Fire District – Nearly 90 square miles as reported in the Arizona Daily Star on May 8, 2004
 - Golder Ranch Fire District – Approximately 72 square miles as reported on the Golder Ranch Fire District web site.

A portion of the Golder Ranch Fire District service area and population served is within Pinal County. The Golder Ranch web site reports a service population of 32,000 total.

Drexel Heights Fire District serves as a secondary 9-1-1 public safety answering point and dispatches for several other smaller fire districts. Golder Ranch Fire District is dispatched by the City of Tucson via a contract with Northwest Fire Department.

FISCAL IMPACT:

N/A

ALTERNATIVES:

Table

**PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK
EXECUTIVE MANAGEMENT COMMITTEE**

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Project Status Report

TO: Executive Management Committee

FROM: Capt. Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

N/A

DISCUSSION:

Capt. Wilson will provide a status report on the progress of the Needs Assessment being performed by resources provided by the National Law Enforcement & Corrections Technology Center and on results from efforts to lobby for supplemental federal grant funding.

FISCAL IMPACT:

Information Only.

ALTERNATIVES:

N/A

VII

PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK EXECUTIVE MANAGEMENT COMMITTEE

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Consultant RFP Working Group

TO: Executive Management Committee

FROM: Capt. Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

Committee appoint a working group to develop bylaws to govern activities of the Executive Management Committee.

DISCUSSION:

FISCAL IMPACT:

TBD

ALTERNATIVES:

Not Approve - Modify - Table

PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK EXECUTIVE MANAGEMENT COMMITTEE

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input checked="" type="checkbox"/> Formal Action/Motion	Consultant RFP Working Group
	<input type="checkbox"/> Information Only	
	<input type="checkbox"/> Other	

TO: Executive Management Committee

FROM: Capt. Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

Committee appoint a short lived working group and charge its members with responsibility for creating bid specifications for project planning consulting services.

DISCUSSION:

Captain Wilson will discuss a project outline and propose that consultant services be retained to perform major tasks associated with the initial project planning phases.

FISCAL IMPACT:

TBD

ALTERNATIVES:

Not Approve - Modify - Table

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PIMA COUNTY PUBLIC SAFETY COMMUNICATIONS NETWORK EXECUTIVE MANAGEMENT COMMITTEE

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
July 22, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Committee Communications Strategy

TO: Executive Management Committee

FROM: Capt. Paul Wilson
Pima County Sheriff's Department
Project Manager

RECOMMENDATION:

Committee consider directing or approving a letterhead design and web site to provide a mechanism for communicating committee business to the public safety community and the general public.

DISCUSSION:

Captain Wilson will propose a letterhead design and recommend a possible course of action for web site development.

FISCAL IMPACT:

TBD

ALTERNATIVES:

Not Approve - Modify - Table