

**NOTICE OF PUBLIC MEETING  
PIMA COUNTY WIRELESS INTEGRATED 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, September 23, 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.

- |   |   |
|---|---|
| <b>I. Call to Order and Roll Call</b>   | <b>Chairman</b>                                   |
| <b>II. Approval of Minutes</b>  | <b>Chairman</b>                                   |
| <ul style="list-style-type: none"><li>• Review, discussion and approval of minutes from previous meeting</li></ul>                                    | <b>Motion</b><br><b>P-F-T</b>                     |
| <b>III. Bylaws</b>  | <b>Paul Wilson</b>                                |
| <ul style="list-style-type: none"><li>• Status report on Board of Supervisor Action to adopt.</li></ul>   | <b>Info &amp; Possible Action</b><br><b>P-F-T</b> |
| <b>IV. User Committee</b>   | <b>Paul Wilson</b>                                |
| <ul style="list-style-type: none"><li>• Presentation of nominees and recommendations for action to be proposed to the Board of Supervisors.</li></ul> | <b>Info &amp; Action</b><br><b>P-F-T</b>          |

- V. Technical Committee** **Paul Wilson**
- Presentation of nominees and recommendations for action to be proposed to the Board of Supervisors.
- Info & Action**  
**P-F-T**
- VI. COPS Grant Status Report** **Lt. Miranda**
- Report on the status of the COPS 04/05 Interoperability Grant Application.
- Info & Possible Action**  
**P-F-T**
- VII. Needs Assessment Status Report** **Paul Wilson**
- Report on the status of the Needs Assessment.
- Info & Possible Action**  
**P-F-T**
- VIII. Consultant RFP Development Process** **Paul Wilson**
- Status report
- Info & Possible Action**  
**P-F-T**
- IX. County Support Staff Meeting** **Paul Wilson**
- Summary of September 13, 2004 meeting.
- Info & Possible Action**  
**P-F-T**
- X. Radio Spectrum Presentation** **Larry Sayers**
- Presentation on radio spectrum resources and recent FCC action to improve availability of radio spectrum for public safety.
- Info & Possible Action**  
**P-F-T**
- XI. New Business** **Larry Sayers**
- Members may propose agenda items for future meetings.
- Info & Possible Action**  
**P-F-T**

## **XII. 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.

## **XIII. Date-Time-Location of Next Meeting(s)**

October 28, 2004, 9:00 AM

Pima County Sheriff's Department

1750 E. Benson Hwy., Tucson, AZ

## **XIV. 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 WIRELESS INTEGRATED NETWORK  
EXECUTIVE MANAGEMENT COMMITTEE**

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input checked="" type="checkbox"/> Formal Action/Motion	Approval of Minutes
	<input type="checkbox"/> <b>Info &amp; Possible Action</b>	
	<input type="checkbox"/> Other	

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**TO:** Executive Management Committee

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

**RECOMMENDATION:**

Committee approve the minutes of the Aug. 26, 2004 meeting.

**DISCUSSION:**

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table



**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE MANAGEMENT COMMITTEE**

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion	Bylaws
	<input checked="" type="checkbox"/> <b>Info &amp; Possible Action</b>	
	<input type="checkbox"/> Other	

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**TO:** Executive Management Committee

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

**REPORT:**

Following Committee action on Aug. 26, 2004 staff reworded portions of the PC WIN By-laws as approved by the Committee and submitted the revisions to legal staff for review. Further revision was necessary in order to create language that accomplished the intent and direction of the Committee to allow a withdrawn agency to be reinstated. Per legal staff, the direction provided by the Committee constituted authority to redraft the section on withdrawal.

The revised By-Laws of the Committees to Implement the Pima County Wireless Integrated Network were submitted to the Board of Supervisors as ordered by the Committee for adoption.

The Board of Supervisors adopted the By-laws at their regularly scheduled meeting on Sept. 21, 2004.

Additionally, the Pima County Board of Supervisors took the following action at their regular meeting on Sept. 7, 2004:

- Mr. Benny Gomez was appointed to the Executive Management Committee as an alternate member for the Pima County Office of Emergency Management and Homeland Security.

## PIMA COUNTY WIRELESS INTEGRATED NETWORK EXECUTIVE MANAGEMENT COMMITTEE

### Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
Sept. 23, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> Other	User Committee Nominations

**TO:** Executive Management Committee

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

### RECOMMENDATION:

Staff recommends the Committee nominate the following individuals to Pima County Board of Supervisors for appointment to the User Committee.

Ajo/Gibson Volunteer Fire Department	
Arivaca Volunteer Fire Department	Jim Conklin
Avra Valley Fire District	Tom Nix
Corona de Tucson Fire District	
Drexel Heights Fire District	Douglas Chappell
Elephant head Volunteer Fire Department	
Golder Ranch Fire District	Patrick Abel
Green Valley Fire District	Chuck Wunder
Helmet Peak Fire District	James Craig
Marana Police Department	Dale Bradshaw
Mt. Lemmon Fire District	
Northwest Fire District	Matt Janton
Oro Valley Police Department	Larry Stevens
Pascua Pueblo Fire Department	
Pascua Yaqui Police Department	
Picture Rocks Fire District	
Pima College Department of Public Safety	Cheryl Smart
Pima County Office of Emergency Management & Homeland Security	Kerry Reeves

Pima County Sheriff's Department  
Rincon Valley Fire District  
Sahuarita Police Department  
South Tucson Fire Department  
South Tucson Police Department  
Three Points Fire District  
Tohono O'odham Fire Department  
Tohono O'odham Tribal Police  
Tucson Airport Authority Fire Department  
Tucson Airport Authority Police  
Tucson Fire Department  
Tucson Police Department  
University of Arizona Police Department  
Why Fire District

Michael D. Sacco  
Lee Bucklin  
Don Lafreniere

Fred Peres  
Charles Kmet  
Kevin Shonk

Dan Morelos  
Todd Pearson  
Linda Basham  
Luis Puig

### **DISCUSSION:**

At the Committee's direction the Chairman solicited nominees for the User Committee from each of the Bond Funded Participating Member Agencies chief executive officer. The nominations above were received.

### **ALTERNATIVES:**

1. Motion to nominate members to the Board of Supervisors for appointment to the User Committee
2. Direct further activities of staff and table item to a future agenda.

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE MANAGEMENT COMMITTEE**

**Request for Committee Action**

<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> Other	Technical Committee Nominations

**TO:** Executive Management Committee

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

**RECOMMENDATION:**

Staff recommends the Committee nominate the following individuals to Pima County Board of Supervisors for appointment to the Technical Committee.

- |  |                              |
|--|------------------------------|
| Ajo/Gibson Volunteer Fire Department     |                              |
| Arivaca Volunteer Fire Department        |                              |
| Avra Valley Fire District                |                              |
| Corona de Tucson Fire District           |                              |
| Drexel Heights Fire District             | Gary Bynum<br>Richard Hughes |
| Elephant head Volunteer Fire Department  |                              |
| Golder Ranch Fire District               |                              |
| Green Valley Fire District               |                              |
| Helmet Peak Fire District                |                              |
| Marana Police Department                 |                              |
| Mt. Lemmon Fire District                 | Harry Findysz                |
| Northwest Fire District                  |                              |
| Oro Valley Police Department             | Gary Schmitz                 |
| Pascua Pueblo Fire Department            |                              |
| Pascua Yaqui Police Department           |                              |
| Picture Rocks Fire District              |                              |
| Pima College Department of Public Safety | Scott Ferguson               |

Pima County Office of Emergency Management & Homeland Security	Kerry Reeves
Pima County Sheriff's Department	Larry Sayers Theodore Martin John Moffatt Patsy Joy
Rincon Valley Fire District	
Sahuarita Police Department	
South Tucson Fire Department	
South Tucson Police Department	
Three Points Fire District	W. John Williams
Tohono O'odham Nation	Ben H. Standifer
Tucson Airport Authority Fire Department	
Tucson Airport Authority Police	Don Harrison Tim Hoban Joe Jakoby Greg Lugo Jim Perry
City of Tucson	
University of Arizona Police Department	
Why Fire District	

**DISCUSSION:**

At the Committee's direction the Chairman solicited qualified nominees for the Technical Committee from each of the Bond Funded Participating Member Agencies chief executive officer. The solicitation requested that nominees be identified and that a resume for each nominated individual be submitted for review of qualifications. Staff has reviewed the resumes received and recommends the nominations above.

The following nominees have not been recommended for appointment:

Mr. Jim Conklin, Arivaca Volunteer Fire Department (No resume received)  
 Mr. Matt Janton, Avra Valley Fire District (No resume received)  
 Mr. Andrew Smith, Golder Ranch Fire District (No resume received)  
 Mr. Anthony Casella, Marana Police Department (Nominee declined nomination)  
 Mr. Chris Anthis, Three Points Fire District (No technical qualifications)  
 Ms. Anita Velasco, City of Tucson (No resume received)

**ALTERNATIVES:**

1. Motion to nominate members to the Board of Supervisors for appointment to the Technical Committee
2. Direct further activities of staff and table item to a future agenda.

PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE MANAGEMENT COMMITTEE

Request for Committee Action

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Action Requested:	Type of Action Requested:	Subject:
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion	COPS Grant Status Report
	<input checked="" type="checkbox"/> <b>Info &amp; Possible Action</b>	
	<input type="checkbox"/> Other	

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**TO:** Executive Management Committee

**FROM:** Lt. Oscar Miranda  
Pima County Sheriff's Department

**RECOMMENDATION:**

N/A

**DISCUSSION:**

Lt. Miranda will provide a status report on the progress of efforts to lobby for supplemental federal grant funding.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

## PIMA COUNTY WIRELESS INTEGRATED NETWORK EXECUTIVE MANAGEMENT COMMITTEE

### Request for Committee Action

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion	Needs Assessment Status Report
	<input checked="" type="checkbox"/> <b><i>Info &amp; Possible Action</i></b>	
	<input type="checkbox"/> Other	

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**TO:** Executive Management Committee

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

**RECOMMENDATION:**

**DISCUSSION:**

Captain Wilson will update the committee on the progress of the Needs Assessment project.

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

N/A

## PIMA COUNTY WIRELESS INTEGRATED NETWORK EXECUTIVE MANAGEMENT COMMITTEE

### Request for Committee Action

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Action Requested:	Type of Action Requested:	Subject:
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> <b>Info &amp; Possible Action</b> <input type="checkbox"/> Other	Consultant RFP Development

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**TO:** Executive Management Committee

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

**RECOMMENDATION:**

**DISCUSSION:**

Captain Wilson will update the committee on the progress of the development of a Request for Proposals for a consultant to assist with project planning and development.

**FISCAL IMPACT:**

Unknown

**ALTERNATIVES:**

N/A

## PIMA COUNTY WIRELESS INTEGRATED NETWORK EXECUTIVE MANAGEMENT COMMITTEE

### Request for Committee Action

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion	County Support Staff Meeting
	<input checked="" type="checkbox"/> <b><i>Info &amp; Possible Action</i></b>	
	<input type="checkbox"/> Other	

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**TO:** Executive Management Committee

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

**RECOMMENDATION:**

**DISCUSSION:**

Captain Wilson will provide a summary of a meeting with key County support staff.

**FISCAL IMPACT:**

None

**ALTERNATIVES:**

N/A

**X**

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
EXECUTIVE MANAGEMENT COMMITTEE**

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
Sept. 23, 2004	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> <b>Information Only</b> <input type="checkbox"/> Other	Radio Spectrum Presentation

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**TO:** Executive Management Committee

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

**RECOMMENDATION:**

**DISCUSSION:**

Mr. Larry Sayers, Pima County Radio Engineer, will present information to educate the Committee members on public safety radio spectrum issues and current events with the Federal Communications Commission.

**FISCAL IMPACT:**

None

**ALTERNATIVES:**

N/A