

**PIMA COUNTY WIRELESS INTEGRATED NETWORK (PCWIN)
USER COMMITTEE / TECHNICAL COMMITTEE
JOINT MEETING**

Pima County Sheriff's Department
Administration Building, Sheriff's Operations Center, 3rd Floor
1750 E. Benson Highway, Tucson, Arizona
Thursday, October 26, 2006
1:00 p.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the October 26, 2006 meeting.

- I. Call to Order:** Mr. Larry Sayers, Technical Committee Chair, calls the meeting to order at 1:15 p.m.

Roll Call: Catherine Hanna, Pima County Sheriff's Department

Quorum is established for the Technical Committee with a total of 8 members present.

Quorum is established for the User Committee with a total of 15 members present.

Members Present Technical Committee

Larry Sayers, Chair, Pima County Fleet Services
Gary Bynum, Drexel Heights Fire District
Steven Campbell, Drexel Heights Fire District
Joseph Jakoby, City of Tucson
Pat Joy, Pima County Sheriff's Department
John Moffatt, Pima County Office of Strategic Planning
Kerry Reeve, PC Office of Emergency Management
Anita Velasco, City of Tucson Communications

Members Not Present – Technical Committee

Ken Boynton, University of Arizona
Rick Brown, Marana Police Department
Gregory McNeal, City of Tucson
Gary Schmitz, Oro Valley Police Department
Ben Standifer, Tohono O'odham Police Department

Others Present

Manny Barreras, Motorola
Paul Punske, Motorola
Paul Wilson, Pima County Sheriff's Department

Members Present User Committee

Nancy Anderson, Oro Valley Police Department – Proxy
Paul Ashcraft, Marana Police Department
Linda Basham-Gilbert, Tucson Police Department
Gary Bynum, Drexel Heights Fire District
Shannon Collier, Sahuarita Police Department
Charles Hangartner, Tohono O'odham Tribal Police
Matt Janton, Northwest Fire District
Dan Morelos, Tucson Airport Authority
Todd Pearson, Tucson Fire Department
Luis Puig, University of Arizona Police Department
Kerry Reeve, PC Office of Emergency Management
Ernie Robles, Picture Rocks Fire Department
Mike Sacco, Pima County Sheriff's Department
Andrew Smith, Golder Ranch Fire – Proxy
Kevin Wells, Pascua Yaqui Police Department – Proxy

Members Not Present – User Committee

Patrick Abel, Golder Ranch Fire District
Larry Anderson, South Tucson Fire Department
Lee Bucklin, Rincon Valley Fire District
Jim Bush, Ajo/Gibson Volunteer Fire Department
James Craig, Helmet Peak Fire Department
Harry Findysz, Co-Chair, Mt. Lemmon Fire Department
Charles Kmet, Tohono O'odham Fire Department
Basilio Martinez, Pascua Pueblo Fire Department
Tilda Martinez, Arivaca Volunteer Fire Department
Tom Nix, Avra Valley Fire District
Hector Olivo, Pascua Yaqui Police Department
Doug Roth, Corona de Tucson Fire Department
John Williams, Three Points Fire District
Chuck Wunder, Green Valley Fire District

II. Approval of Minutes, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks members if there are any suggested changes for the September 27, 2006, joint meeting minutes. Asst. Chief Bynum moves to accept and approve the minutes and Mr. Reeve seconds the motion. Motion unanimously carries.

Materials provided: User/Technical Joint Meeting Summary for September 27, 2006.

III. User Committee Co-Chair Election Capt. Paul Wilson, Pima County Sheriff's Department

Captain Wilson asks the Committees to consider nominations for new Committee Co-Chairs. Current co-chairs are Harry Findysz, of the Mount Lemmon Fire Department, and Sergeant Don Lafreniere, of the Sahuarita Police Department. Their one-year commitment expires as of October 28, 2006. Captain Wilson explains that the Committees can make nominations now or table the item until the next meeting. By-laws state that one (1) co-chair represent a fire discipline and one (1) co-chair represent a law enforcement discipline.

Mr. Sayers refers to the Committees for nominations for co-chair. He receives no response. Captain Wilson suggests the item be tabled until next month's meeting.

IV. CTA Communications – Consultant Engagement Status Report Ms. Cheryl Giggetts, CTA Communications

Ms. Giggetts explains that CTA has completed the first two (2) pieces of Phase I and is currently working on the Concept of Operations and Business Plan Report. In regards to the Conceptual Design Report, CTA staff received direction from the Executive Management Committee to move forward on the ECC/EOC piece of the document, including the cost projections for the Business Plan. The Concept of Operations and the Business Plan Report will be completed by the end of the year.

Dr. Ballard will discuss information regarding Phase II (Conceptual Architecture Planning) of the project. Ms. Giggetts reminds the Committee that last month's presentation included detailed material on the conceptual design, although that design did not include the communications center and emergency operations center pieces. CTA has received comments and questions regarding the Conceptual Design Package and Dr. Ballard will provide follow-up information during executive session.

Ms. Giggetts explains that Phase III (Specifications) of the project has begun, although the EOC/ECC pieces are delayed. CTA has spoken with Pima County Procurement to discuss strategies and those findings will be presented by the end of the year.

Captain Wilson refers to the Committees for questions. He receives no response.

Materials provided: CTA Communications Project Status Report dated October 13, 2006

IV. Conceptual Design Package Review
Dr. Ken Ballard, CTA Communications
Mr. Mike Dye, CTA Communications
Ms. Cheryl Giggetts, CTA Communications

Captain Wilson recommends that the Committees vote to enter into executive session to continue discussion on the Conceptual Design Report by CTA Communications.

User Committee

Asst. Chief Bynum motions that the User Committee enter into executive session. Captain Janton seconds the motion. Motion unanimously carries.

Technical Committee

Anita Velasco motions that the Technical Committee enter into executive session. Pat Joy seconds the motion. Motion unanimously carries.

Mr. Sayers excuses the audience members from the Joint Meeting at 1:20 p.m.

Conceptual Design (Executive Session, 1:22 p.m.)

The User and Technical Committees continue discussions on the Conceptual Design Package.

VI. New Business, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks if Committee members request agenda items for presentation at the next meeting. He receives no response.

VII. Call to the Public, Mr. Larry Sayers, Technical Committee Chair

Mr. Sayers asks if anyone from the public would like to address the Committees. He receives no response.

VIII. Date-Time-Location of Next Meeting(s)

Thursday, November 30, 2006, 1:00 p.m.
Pima County Sheriff's Department
Administration Building, 3rd Floor
1750 E. Benson Highway, Tucson

IX. Adjournment

Executive session concludes at 2:27 p.m. Mr. Sayers calls for the public to return to the open meeting.

A motion is taken to adjourn the meeting and seconded. Motion unanimously carries.

Meeting adjourns at 2:27 p.m.