



**Regional Wireless Cooperative**  
**Board of Directors**  
**MINUTES**  
**January 26, 2012**

Maricopa Association of Governments  
Ironwood Room – 2<sup>nd</sup> Floor  
302 North 1<sup>st</sup> Avenue  
Phoenix, Arizona 85003

**Board Members Present**

Paul Adams\*      Mike Frazier  
Wade Brannon    Mark Gaillard  
Steven Campbell   Jim Haner  
Wayne Clement    Bob Hansen  
Bob Costello      Jim Heger  
Chris DeChant\*    Danny Johnson

**Board Members Absent**

Charlie Meyer  
Susan Thorpe  
Shannon Tolle\*  
Marc Walker  
Paul Wilson  
Ed Zuercher  
Steven Conrad  
David Fitzhugh  
Brad Hartig

\*Board Alternate

**Staff and Public Present**

Tahir Alhassan	Celicia Fiedler	Doug Mummert	Ronald Stearns
Karen Allen	John Gardner	Chris Nadeau	Mike Sterling
Irma Ashworth	Nolberto Gem	Mark Nichols	Rick Tannehill
Gary Bradbury	Joe Gibson	Cy Otsuka	Randy Thompson
Jim Case	Jen Hagen	Ron Parks	Tim Ulery
Dave Clarke	Dave Heck	David Perdichizzi	
Dave Collett	Lonnie Inskeep	Bill Phillips	
Jesse Cooper	Rick Kolker	Elise Piatt	
Theresa Faulk	Mark Mann	Don Schilling	
David Felix	Tracy Montgomery	Nick Spino	

**1. Call to Order**

Chair Meyer called the meeting to order at 11:15 a.m. and roll call was taken.

**2. Approval of the Meeting Minutes from November 17, 2011**

A **MOTION** was made by Mr. Zuercher and **SECONDED** by Mr. Haner to approve the minutes as presented. **MOTION CARRIED UNANIMOUSLY (18-0).**

**3. RWC Annual Audit for Fiscal Year 2010/2011**

David Felix, RWC Executive Director, introduced Ronald Stearns of the audit firm Clifton Gunderson, LLC. Mr. Stearns thanked the Board for inviting him and his colleague, Irma Ashworth, to present this item. He stated that the audit firm

issued an “unqualified” or “clean” opinion for the fiscal year ending June 30, 2011; which essentially meant there was no fraudulent activity. He explained that a meeting was held with the RWC Audit Committee to review the audit findings prior to finalization of the audit opinion. He recapped the RWC’s assets and expenses and stated that there were no signs of deficiencies of internal controls. He expressed that RWC staff provided all the required communications during the audit and that no difficulties were experienced. He added that the RWC submitted for a Government Finance Officers Association certificate, which was a certificate of achievement for excellence in financial reporting. He expressed that the firm was pleased to have performed the audit services for the RWC.

Mr. Felix explained that a copy of the Comprehensive Annual Financial Report was provided to each Board Member and he thanked RWC Accountant Tahir Alhassan for all his work on the audit. He also expressed his appreciation to the RWC Audit Committee and Clifton Gunderson, LLC.

#### **4. Executive Committee Member Selection**

Bill Phillips, Phoenix Enterprise Technology Manager, stated that the departure of Peoria’s Fire Chief Larry Rooney created a vacancy on the RWC Executive Committee (EC). He explained that the Fire Life Safety Council nominated Glendale’s Executive Assistant Fire Chief Chris DeChant to serve as the Fire representative on the EC. He expressed that the EC recommended Board approval of the nomination.

A **MOTION** was made by Mr. Haner and **SECONDED** by Mr. Frazier to approve Executive Assistant Fire Chief Chris DeChant to serve as the Fire representative on the RWC Executive Committee. **MOTION CARRIED UNANIMOUSLY (18-0)**.

#### **5. RWC Policies for Approval**

##### **a. Gateway**

Mr. Felix provided a review of the Gateway policy and explained that it was a means for disparate systems to connect and if the connection was not done properly it could degrade the system.

A **MOTION** was made by Mr. Campbell and **SECONDED** by Mr. Heger to approve the Gateway policy. **MOTION CARRIED UNANIMOUSLY (18-0)**.

##### **b. Programming Authorization**

Mr. Felix provided a review of the Programming Authorization policy and explained that it established controls for RWC subscriber unit programming.

In response to a question by Vice-Chair Thorpe, Mr. Felix explained that if the Operations Manager observed unauthorized use he would have the authority to act immediately.

In response to a question by Mr. Heger, Mr. Felix replied that Creative Communications was one of the authorized service providers.

John Gardner, Phoenix Wireless Systems Manager, added that some entities had the ability to program their own radios.

Mr. Heger commented that he wanted to maintain a competitive edge for entities desiring to program radios.

A **MOTION** was made by Mr. Gaillard and **SECONDED** by Vice-Chair Thorpe to approve the Programming Authorization policy. **MOTION CARRIED UNANIMOUSLY (18-0)**.

**c. Talkgroup Ownership and Assignment**

Mr. Felix provided a review of the Talkgroup Ownership and Assignment policy and explained that it defined who owns and manages the talkgroups.

In response to a question by Vice-Chair Thorpe, Mr. Felix responded that the policy applied to both Interoperability and Operability.

Mr. Campbell requested that if a policy was a revision, he would like to have the revisions highlighted.

In response to a question by Chair Meyer, Mr. Felix responded that the policy should be corrected to reflect an effective date of January 26, 2012. He added that the date of July 14, 2010 was a draft date and that the policy was not a revision.

A **MOTION** was made by Vice-Chair Thorpe and **SECONDED** by Mr. Heger to approve the Talkgroup Ownership Assignment policy, with the modification to correct the effective date to January 26, 2012. **MOTION CARRIED UNANIMOUSLY (18-0)**.

**d. Waiver or Exception**

Mr. Felix provided a review of the Waiver or Exception policy and explained that it established a process for waiving the use or application of approved RWC policies.

Chair Meyer requested an example of a type of request that may fall under this policy. Mr. Felix deferred response to Dave Collett, Peoria Radio Systems Engineer, who provided an example of an entity making an encryption management request that fell outside of the Encryption Management policy; he explained that the request could go before the Operations Working Group for approval or denial.

A **MOTION** was made by Mr. Campbell and **SECONDED** by Mr. Frazier to approve the Waiver or Exception policy. **MOTION CARRIED UNANIMOUSLY (18-0).**

## **6. Motorola Long Term Support Issues**

Mr. Felix explained that this item emanated from the Board's request for him to meet with Motorola to discuss long term support of equipment; therefore, it was included on the RWC agenda, in addition to the joint agenda, for additional discussion by Board Members related to equipment support specifically for the RWC. He stated that a meeting was recently held with Motorola and he reviewed four main areas that Motorola was committed to: (1) Extending support of the STR base stations, (2) Supporting older MCC 7500's under the new SUAll agreement, (3) Extending parts support until 2019, and (4) Extending software support on Gold Elite consoles. He expressed that another area being looked into was a reduced cost for large purchases of subscriber units. He added that Motorola acknowledged they heard our need to keep costs down on subscriber units.

Vice-Chair inquired whether there was a discussion with Motorola regarding its narrow-banding role. Mr. Felix responded that Motorola had a new single point-of-contract and he would contact him to further discussions in this area.

In response to a question by Mr. Campbell regarding Gold Elite consoles, Mr. Phillips responded that they will only be supported through software version 7.15; however, if the new software version was extended, then support would continue with the extension.

Mr. Campbell inquired what year would support end. Mr. Phillips replied that based on the current upgrade schedule, support would end in 2017 without the extension, or with the extension an additional two years beyond 2017.

In response to a question by Mr. Wilson regarding budgeting for subscriber units, Mr. Felix responded that the information would be brought to the Board in March.

Mr. Frazier expressed that at the last Board meeting there were a list of fees over the next five years; and his understanding was that although Option D was being recommended, a funding option was not adopted.

Mr. Felix replied that his understanding was correct. He explained that staff was attempting to gather information as to whether some of the costs could be extended. He added that it would be an agenda item at the next Board meeting, although he could send the information to the Board in advance of the next meeting.

Vice-Chair Thorpe expressed that what she was hearing was that Option D was the best option, but it may be possible to move out some future costs.

In response to a question by Chair Meyer, Mr. Frazier responded that he would move forward in his budget process using Option D.

**7. Executive Director's Report**

**a. Update on RWC Budget for Fiscal Year 2012/2013**

Mr. Felix updated that Motorola stated the new System Upgrade Agreement (SUAll) may be one hundred percent (100%) equity; therefore it tentatively appeared that when the subscriber rate is brought to the Board in March it will reflect the SUAll as equity and billed separately from the Operations and Maintenance (O&M) rate.

**b. Revenue Sharing Gaming and Grant Application**

Mr. Felix reported that the City of Phoenix would be applying for a Revenue Sharing Gaming Grant. He explained that the funds, if awarded, could be used to upgrade infrastructure that would need to be replaced, either due to end of life or the 700 MHz conversion.

**8. Call to the Public**

None.

**9. Announcements**

Chair Meyer announced the date of the next Board meeting and that the meeting would be at its regularly scheduled time of 10:00 – 11:30am.

Vice-Chair Thorpe announced that this year's International City/County Management Association (ICMA) Conference would be held in Phoenix and that the ICMA had an annual excellence awards submittal process. She stated that the RWC should apply for the award.

Chair Meyer expressed that because of what the RWC was doing it would be an excellent candidate.

Mr. Felix stated that he would obtain the needed information to begin the submittal process.

**10. Adjournment**

Chair Meyer adjourned the meeting at 12:05 p.m.

Respectfully submitted,  
Theresa Faull, Management Assistant I