



Regional Wireless Cooperative

Board of Directors

Agenda

March 26, 2015

10:00 a.m. – 11:30 a.m.

TELECONFERENCE

Conference Bridge: 1-877-873-8017; Access Code 9157829

Web URL: <http://www.connectmeeting.att.com>; Meeting No. 8778738017; Access Code 9157829

	ITEM	PRESENTER
1)	Call to Order, Roll Call, Opening Comments, Staff Introduction – Jeanette Sims – RWC Accountant III	Chair Campbell El Mirage
2)	Call to the Public A member of the public may request to address the Board(s) 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(s) Chairman(s), and will be allotted no more than three (3) minutes to speak.	Chair Campbell El Mirage
3)	Approval of RWC Board Meeting Minutes from November 20, 2014 This item is for information, discussion and action.	Chair Campbell El Mirage Est. 2 min.
4)	Approval to Set 2015/2016 Subscriber Unit Rate The purpose of this item is to present the proposed O&M Subscriber Unit Rate for 2015/2016 and request approval from the Board. This item is for information, discussion and action.	Ms. Kelli Butz Ms. Jeanette Sims - RWC Accountant III Est. 10 min.
5)	Approval to Apply for a 2015 Gila River Indian Community Grant The purpose of this item is to request approval from the Board to apply for a 2015 Gila River Indian Community Grant. This item is for information, discussion and action.	Mr. David Felix – RWC Executive Director Est. 5 min.



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<p>6)</p>	<p>Establish Nominations Committee for Board Chair and Vice Chair Election The purpose of this item is to establish a nominations committee to provide nominees for Board Chair and Vice Chair to be voted on at May 28 Meeting. This item is for information and discussion.</p>	<p>Chair Campbell El Mirage Mr. David Felix – RWC Executive Director Est. 5 min.</p>
<p>7)</p>	<p>Governance Working Group Update A. Financial Working Group B. Audit The purpose of this item is to update the Board on the Governance Working Group. This item is for information and discussion.</p>	<p>Chair Campbell El Mirage Vice Chair Hartig Scottsdale Mr. David Felix – RWC Executive Director Est. 10 min.</p>
<p>8)</p>	<p>Executive Director Update A. Administrators Forum B. Super Bowl C. Law Enforcement User Group The purpose of this item is to update the Board. This item is for information and discussion.</p>	<p>Mr. David Felix – RWC Executive Director Est. 5 min.</p>
<p>9)</p>	<p>Announcements & Future Agenda Items The purpose of this item is to communicate any Board announcements or future agenda items. The next meeting is on May 28, 2015 from 10:00 – 11:30. This item is for information only.</p>	<p>Chair Campbell El Mirage</p>



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10)	Adjourn	Chair Campbell El Mirage
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**Board of Directors
2015 Meeting Schedule**

<u>Date</u>	<u>Location</u>
Thursday, March 26 10:00 – 11:30	City of Phoenix 200 W. Washington Street Phoenix, AZ 85003 12 th Floor, Central Conference Room
Thursday, May 28 10:00 – 11:30	Maricopa Association of Governments (MAG) 302 North 1st Avenue, 2nd Floor Phoenix, AZ 85003
Thursday, July 23 10:00 – 11:30	Maricopa Association of Governments (MAG) 302 North 1st Avenue, 2nd Floor Phoenix, AZ 85003
Thursday, September 24 10:00 – 11:30	Maricopa Association of Governments (MAG) 302 North 1st Avenue, 2nd Floor Phoenix, AZ 85003
Thursday, November 19 10:00 – 11:30	Maricopa Association of Governments (MAG) 302 North 1st Avenue, 2nd Floor Phoenix, AZ 85003



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	March 26, 2015
FROM:	Jeanette Sims, RWC Accountant III	Item 4	
SUBJECT:	RWC FISCAL YEAR 2015/16 SUBSCRIBER UNIT RATE		

BACKGROUND

On November 20, 2014, the RWC Board of Directors approved the budget for fiscal year (FY) 2015/16, with the understanding that the subscriber unit rate would be set in the spring of 2015. The purpose of this report is to present the FY2015/16 subscriber unit rate.

THE ISSUE

The subscriber unit rate is determined by dividing the staffing, operations, and maintenance budget by the estimated number of subscriber units to be on the network in FY2015/16. The rate for FY2015/16 has been calculated to be \$36.15, which represents a \$2.14 decrease from the current rate of \$38.29. The reasons for the rate reduction are as follows:

- A reduction in the staffing, operations and maintenance budget of \$8,175,821 to \$7,961,407
 - Cost reduction in Phoenix ITS portion of the RWC budget
 - An increase in the number of subscriber units on the network due to new members

Annual Staffing, O&M	\$ 7,961,407
Subscriber Units	18,353
Monthly Subscriber Rate	\$ 36.15

For planning purposes, the summary of the RWC's 2015/16 budget by member is reflected below. Members' distribution amounts for the 700MHz Narrow Banding, TDMA, and Lifecycle Upgrades are the subscriber counts and amounts approved by the Board on November 20, 2014, with the addition of new members.

RECOMMENDATION

The RWC Executive Committee recommends the Board approve the FY 2015/16 subscriber unit rate in the amount of \$36.15 and authorizes RWC staff to assess the members.

RWC 2015/16 Budget Detail

Member	Radio Count	Staffing / O&M	SUAll System Upgrade	Narrow Banding, TDMA, Lifecycle Upgrade	Minimum Balance	Total Budget
Avondale	316	\$ 137,079	\$ 48,570	\$ 120,604	\$ -	\$ 306,253
Buckeye	306	132,741	47,033	87,836	-	267,610
Chandler	938	406,898	144,173	440,090	-	991,161
Daisy Mountain	20	8,676	3,074	2,276	-	14,027
El Mirage	96	41,644	14,755	37,319	-	93,720
Glendale	1,346	583,886	206,884	709,059	-	1,499,830
Goodyear	391	169,613	60,098	45,511	-	275,222
Guadalupe	10	4,338	1,537	5,006	-	10,881
Maricopa	165	71,576	25,361	62,805	-	159,742
Maricopa County Community College District	230	99,772	35,352	104,687	-	239,811
Paradise Valley	63	27,329	9,683	28,675	-	65,687
Peoria	883	383,039	135,720	408,687	-	927,446
Phoenix	9,612	4,169,619	1,477,391	4,937,014	-	10,584,026
Rural Metro	110	47,717	-	-	-	47,717
Scottsdale	1,519	658,932	233,475	633,966	-	1,526,372
Sun City Fire	45	19,521	6,917	19,115	-	45,552
Sun City West	38	16,484	5,841	17,294	-	39,618
Sun Lakes	30	13,014	4,611	13,653	-	31,278
Surprise	466	202,148	71,626	182,498	-	456,271
Tempe	1,737	753,499	266,982	719,071	-	1,739,552
Tolleson	32	13,881	4,918	13,198	-	31,998
Estimated Totals	18,353	\$ 7,961,407	\$ 2,804,000	\$ 8,588,364	\$ -	\$ 19,353,771



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	March 26, 2015
FROM:	David Felix, RWC Executive Director		Item 5
SUBJECT:	APPROVAL OF GILA RIVER INDIAN COMMUNITY (GRIC) GRANT		

BACKGROUND

The RWC Governance, Section 4.2.3, Grants states, "Acceptance and use of grant funds is at the discretion and approval of the Board of Directors." The RWC has been successful in two successive grant periods is obtaining GRIC Public Safety Grants to purchase base stations in support of the current TDMA, Narrow banding & Lifecycle Hardware Replacement Project. The cost of the project has been reduced by \$XXX,XXX through this grant funding.

RWC staff processed these previous grants in accordance with the City of Phoenix, Government Relations Department grant request process.

THE ISSUE

The RWC was notified of an opportunity to participate in the 2015 GRIC Public Safety Grant process. The grant proposal must be submitted to GRIC by March 31, 2015. RWC staff solicited input from the Operations Working Group (OWG) for issues affecting the entire RWC network which may be appropriate for grant funding. The OWG recommended grant applications for the following areas: 1) new microwave paths, 2) mobile signal interference analyzer, 3) Inter-subsystem interface (ISSI) technology, 4) integrated voice and data technology.

Recommendations 1 and 2 were considered for the grant request using the following rationale:

Redundant infrastructure and system security are critical in maintaining a reliable and consistent public safety grade radio and data communications system. As the RWC network evolves, vulnerabilities emerge that threaten this reliability. Two areas that need to be addressed on behalf of all RWC Members and other public safety users is the need for redundant microwave paths as well as the ability to seek out and mitigate errant radio interference that negatively impacts the network.

This grant proposal intends to address these needs by establishing two redundant microwave paths from the White Tank site to Adobe Mountain site and DPS Encanto to Phoenix City Hall site.

The primary microwave path at DPS at times has been unstable which has negatively impacted RWC network reliability. The two new paths will provide the RWC network with stable and reliable primary microwave connectivity which is not dependent upon DPS microwave equipment.

The second proposal will address the ability for technical staff to identify errant radio frequencies from non-RWC devices such as bi-directional antennas which negatively impact the performance of RWC equipment. In the recent past, using old techniques and equipment, RWC/Phoenix IT Radio Services staff has expended hundreds of hours identifying and locating devices emitting errant radio signals. Purchase of state-of-the-art mobile radio interference hunter technology will provide an efficient method for tracking these signals and the devices which produce them. Additionally, this device will be available to all RWC Members for their use should they be faced with these types of interference problems.

The following is a summary of the grant proposal budget:

(1) Grant Funds for new microwave radios and mounting structures for White Tanks Mountain to Adobe Mountain:

- Cost for Microwave Radios and Mounting Structures - \$89,587

(2) Grant Funds for the new microwave radios and mounting structures for DPS Encanto to City Hall:

- Cost for Microwave Radios and Mounting Structures - \$45,435

(3) Grant Funds for the new Anritsu Interference Hunter Hardware/Software:

- Interference Hunter Package - \$55,724

Total for all three projects - \$190,746

RECOMMENDATION

The RWC Executive Committee recommends that the RWC Board of Directors approve RWC staff to proceed with an application for a Gila River Indian Community Public Safety Grant for this project at a total cost of \$190,746.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	March 26, 2015
FROM:	David Felix, RWC Executive Director		Item 6
SUBJECT:	RWC CHAIR AND VICE-CHAIR NOMINATION PROCESS		

BACKGROUND

The RWC Governance, Section 3.2.1.2.1, Chair and Vice-Chair states in part, “*The Board of Directors shall elect one of its Members as the Chair.*” “*The Chair shall serve a two-year term. No Member shall serve two consecutive terms as Chair.*” It further states “*...the Board of Directors shall elect one of its Members as Vice-Chair.*”

There is no term limit cited for the Vice-Chair.

THE ISSUE

RWC Chair Campbell has completed his two year term. Vice-Chair Hartig has served two years; however as is pointed out above, there is no term limit for Vice-Chair. In keeping with the practice of past Boards, the Chair has made appointments or solicited three volunteers from the Board of Directors to serve as a nominating committee. The nominating committee solicits nominees for the Chair and Vice-Chair positions. The name(s) will be presented at the May 2015 Board of Directors meeting for a formal vote and appointment to Chair and Vice-Chair. The Chair will then serve a two year term.

In previous discussions on this topic, the Board suggested that, for continuity of leadership, the Vice-Chair should transition into the Chair position. This process would still require a nomination and formal vote by the Board of Directors as well as a nomination and vote to appoint a new Vice-Chair.

RECOMMENDATION

The RWC Executive Committee recommends that the RWC Chair appoint three RWC Board of Director’s Members to serve on the nominating committee. The committee will nominate names for election of a new Chair and Vice-chair. The nominating committee will submit names at the next Board of Directors meeting scheduled for May 28, 2015 for formal election.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	March 26, 2015
FROM:	David Felix, RWC Executive Director Brad Hartig, Scottsdale CIO and RWC Vice-chairman		Item 7
SUBJECT:	RWC/TRWC GOVERNANCE WORKING GROUP UPDATE		

BACKGROUND

On October 4, 2012 during the second meeting of the Joint RWC/TRWC Strategic Planning session, the participants formed a Joint RWC/TRWC Governance Working Group (GWG) comprised of members representing the two regional communications systems. The vision of the GWG is: *“To assure seamless radio and data communications to meet the operational needs of the users in a cost effective and sustainable manner.”*

THE ISSUE

The GWG has continued to meet to refine the draft governance document and conduct financial analysis of the current systems as a baseline for a future budgetary and financial structure for the combined systems.

RWC Executive Director David Felix and RWC Vice-chairman Brad Hartig will brief the Board of Directors on the activities of the GWG, the technical finance subcommittee and scheduled RWC audit by the City of Phoenix Audit Department.

RECOMMENDATION

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



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	March 26, 2015
FROM:	David Felix, RWC Executive Director		Item 8
SUBJECT:	EXECUTIVE DIRECTOR'S REPORT		

BACKGROUND

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

A. Arizona Public Safety Radio Communication Administrators Forum

The RWC hosted the third annual Arizona Public Safety Radio Communication Administrators Forum at MAG. Representatives included RWC, TRWC, Maricopa County, DPS, and Phoenix Fire representing the Valley-wide fire partners, Pima County Wireless Integrated Network (PCWINS), Yuma Regional Communications System (YRCS) and Flagstaff/Northern Arizona. Also invited were representatives from the Gila River Indian and Salt River Pima Maricopa Indian Communities.

B. Future Super Bowl Briefing

At the next RWC Board of Directors meeting in May 28, 2015, Mr. Jesse Cooper will brief the RWC Board of Directors on best practices and lessons learned from the Super Bowl pertaining to the Interoperable Communications Working Group.

C. RWC Law Enforcement User Group Meeting

In April 2015, the RWC will facilitate a meeting of law enforcement users to solicit input regarding network performance and lessons learned from the Super Bowl. RWC Member police departments will be asked to identify key end users to attend this meeting and provide valuable input for continued improvement of the RWC network.