



**Regional Wireless Cooperative  
Board of Directors  
MINUTES  
November 16, 2017**

City of Phoenix  
200 W. Washington Street, 7<sup>th</sup> Floor  
Phoenix, Arizona 85003

Board Members Present			Board Members Absent
Tim Van Scoter	John Imig		Kevin Artz
Bob Costello**	Michael Cole		Les Strickland
Brad Miller	Brad Hartig		Danny Johnson
Michael Ashley* **	Ron Deadman		Milton Dohoney
Rick St. John**	Mike Frazier		Brenda Buren
Paul Luizzi	Mark Whitenburg^		Bob Hansen
Wayne Clement			
Lonnie Inskeep			
*Board Alternate	** Telephone Participant	^Non-Voting Alternate	

**Staff and Public Present**

Nicole Diedrick	David Clarke		
Nick Spino			
Stuart Snow			
Dave Collett			
Janelle LaPlante			
Ron Parks			
David Felix			
Almira Santos			
Jeanine Besnier			

**1. Call to Order, Roll Call and Opening Comments**

Chair John Imig called the meeting to order at 10:04 AM.

**2. Call to the Public – None**

**3. Approval of RWC Board Meeting Minutes from September 28, 2017.**

A **MOTION** was made by Mike Frazier and **SECONDED** by Brad Miller to approve the September 28, 2017 RWC Board meeting minutes. **MOTION CARRIED UNANIMOUSLY (13-0).**

**4. Board Meeting Schedule Change**

RWC Executive Director David Felix explained to the Board the history of the RWC Board meeting schedule and how it has changed over the years. He said that there has been an average of two Board meeting cancelations a year over the last several years. The new Governance document under development calls for a quarterly meeting schedule with a provision that allows the Board to hold additional meetings, if necessary. Next year's meetings will be held on February 22, 2018; May 24, 2018; August 23, 2018; and November 15, 2018.

A **MOTION** was made by Lonnie Inskeep and **SECONDED** by Mike Frazier to switch the bi-monthly meeting schedule to a quarterly schedule. **MOTION CARRIED UNANIMOUSLY (13-0).**

**5. RWC Annual Audit for Fiscal Year 2016/17**

Mr. Felix briefed the Board on the status of the 2016/17 Fiscal Year update. He informed the Board that the City of Phoenix Finance Accounting and Reporting Division has taken the lead on both the audit and the CAFR, with the help of the RWC accountant. CliftonLarsonAllen will formally brief the Board with the results of the audit at the February 22, 2018 meeting.

**6. Financial Update for Fiscal Year 2017/18**

RWC Accountant Almira Santos briefed the Board on the financial update for Fiscal Year 2017/18.

A **MOTION** was made by Ron Deadman and **SECONDED** by Mike Frazier to approve the Financial Update. **MOTION CARRIED UNANIMOUSLY (13-0).**

**7. RWC 2018/19 Budget Overview and Five Year Plan**

Almira Santos presented the proposed budget for the upcoming Fiscal Year 2016/17 and the 5-year plan.

A **MOTION** was made by Brad Hartig and **SECONDED** by Paul Luizzi to adopt the proposed budget. **MOTION CARRIED UNANIMOUSLY (13-0).**

**8. Communications Systems Strategic Alliance IGA**

Mr. Felix told the Board that the Communications Systems Strategic Alliance IGA document is now complete. He explained that this IGA was formed at first between a joint RWC/TRWC working group, and then, more recently, with other agencies within the state. This umbrella IGA will make it easier for regional systems to engage in cooperative "task orders" without having to enter into new agreements. Brad Hartig stated that this IGA is also about bringing a common structure to the processes, policies, and procedures to the various systems.

A **MOTION** was made by Tim Van Scoter and **SECONDED** by Ron Deadman to approve and enter into the Communications Systems Strategic Alliance IGA. **MOTION CARRIED UNANIMOUSLY (13-0).**

9. **RWC Draft Governance Document Update**

Mr. Felix told the Board that the newest version of the Governance Document is ready to move forward for approval. Mr. Hartig replied that it is important that this be the final, completed document or approval may continue to be delayed. Mike Fraizer agreed that he, too, has concerns as to whether or not other members have actually reviewed the document. Mr. Felix reiterated to the Board that this document has gone through multiple reviews and that all members have had an opportunity to review it. Mr. Hartig suggested confirmation in writing from each member's legal counsel stating that they agree with the language of the document. Mr. Felix told the Board that RWC staff will send it out to RWC members for written affirmations before the next Board meeting.

A **MOTION** was made by Brad Hartig and **SECONDED** by Tim Van Scoter to Table the decision until positive affirmation is received in writing from all members before the February 22, 2018 Board meeting. **MOTION CARRIED UNANIMOUSLY (13-0).**

10. **Executive Director's Report**

A. **Phoenix Fire VHF System Management**

The City of Phoenix manages a VHF radio system for the entire region. This system stands independent of the RWC network and provides crew communication on fire ground and hazardous zones. It has been largely managed by the City of Phoenix. The RWC has been approached several times about the feasibility of managing the VHF radio network. Mr. Felix was recently approached by Captain Jeff Schripsema, who represents City of Phoenix Fire Services on the Executive Committee and the Operations Working Group, and was informed that Fire Services is working on a formal proposal for the RWC to take on the management of the VHF radio system. The management of the VHF radio system would fall under the same kind of management as the RWC trunk system. The question was asked if the RWC governance allows for that. Mr. Felix believes both the current and the future Governance allows for it. The funding and model that will be used is to be determined.

B. **Talk-Group Updates:**

i. Mesa PD/TRWC

This talk-group has been extended to the end of the year to ensure that the TRWC has enough time to make any needed changes.

ii. **DPS GIITEM**

This talk-group was set up years ago and was an exchange between talk-group usage and the RWC site usage on White Tank. As of October 20, DPS has transitioned their gang units and other units to their own talk groups and no longer have a need for GITTEM. This talk-group will be disabled.

iii. **MCSO NASCAR**

Maricopa County Sherriff's Office led a team that provided security for the NASCAR events. During that week, they would consume a large number of interoperability talk-groups. RWC members have worked with MCSO to reduce the number of talk-groups to half.

C. Paradise Valley Site - Ribbon Cutting Event today, November 16, 2017 at 3 p.m.

**11. Announcements & Future Agenda Items**

The next RWC Board meeting will be on February 22, 2017.

**12. Adjournment**

Chair Imig adjourned the meeting at 11:05 a.m.

A **MOTION** was made by Mike Fraizer and **SECONDED** by Paul Luizzi to adjourn the November 16, 2017 Board Meeting. **MOTION CARRIED UNANIMOUSLY (13-0)**.

Respectfully submitted,

Jeanine Besnier, Management Assistant I