



**Regional Wireless Cooperative  
Board of Directors  
MINUTES  
February 28, 2019**

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

Board Members Present			Board Members Absent
Tim Van Scoter	Lonnie Inskeep		
Jeff Scheetz**	Danny Johnson		
Bob Costello	Michael Cole		
Val Gale	Matthew Arvay*		
Paul Marzocca	Brad Hartig		
Rick St. John**	Terry Young		
Paul Luizzi	Mark Wittenburg*		
Wayne Clement	Ginger Sanabria**		
*Board Alternate	** Telephone Participant	^Non-Voting Alternate	

**Staff and Public Present**

John Imig	Alan Zangle		
David Clarke	Ronald Stearns		
Kacie Howard			
Chris Nadeau			
James Hernandez			
Stuart Snow			
Milan Dobras			
Mike Folia			
John Gamble			
** Telephone Participant			

1. **Call to Order, Roll Call and Opening Comments**  
Vice-Chair Johnson called the meeting to order at 10:01 AM.
2. **Call to the Public – None**
3. **Approval of RWC Board Meeting Minutes from November 15, 2018**

A **MOTION** was made by Brad Hartig and **SECONDED** by Lonnie Inskeep to approve the November 15, 2018 RWC Board meeting minutes. **MOTION CARRIED UNANIMOUSLY (15-0).**

4. **RWC Annual Audit for Fiscal Year 2017/2018**

RWC Executive Director John Imig introduced Ronald Stearns from CliftonLarsonAllen, LLC, who explained to the Board the findings of the RWC 2017/2018 Audit Report. He told the RWC Board that the RWC received a Certificate of Excellence in Financial Reporting for Fiscal Year 2016/2017.

City of Chandler Board Representative Val Gale asked about the increase in depreciation. Mr. Stearns stated that sometimes as more assets get placed into service, (sometimes it takes a while for that asset to be placed into service), that item doesn't start depreciating until it is placed in service. Mr. Gale asked if the depreciation numbers are expected to be the same next fiscal year. Mr. Stearns said yes, the numbers are estimated to be similar next fiscal year.

A **MOTION** was made by Tim Van Scoter and **SECONDED** by Brad Hartig to approve the RWC 2017/2018 Annual Audit. **MOTION CARRIED UNANIMOUSLY (16-0).**

City of Goodyear Representative Paul Luizzi arrived at 10:07, raising the quorum from 15 to 16 members.

5. **RWC Board Chair and Vice Chair Nomination**

RWC Vice Chair Danny Johnson told the Board that at the November 15, 2018 Board Meeting, a nominating committee was formed to identify candidates for the Chair and Vice Chair positions. Paul Luizzi, head of the nominating committee, apologized for being late. He said he was humbled to be able to lead the committee. City of Buckeye Board Representative Bob Costello was nominated for RWC Vice Chair and City of Goodyear Board Representative Paul Luizzi as RWC Chair.

A **MOTION** was made by Val Gale and **SECONDED** by Lonnie Inskeep to elect Bob Costello as the RWC Vice Chair and Paul Luizzi as the RWC Chair. **MOTION CARRIED UNANIMOUSLY (16-0).**

6. **RWC Audit Committee Vacancies**

Danny Johnson asked for two members of the Board to volunteer to fill the two vacancies on the RWC Audit Committee. He also spoke about the responsibilities of being on the audit committee. Val Gale from the City of Chandler and Terry Young from the City of Surprise volunteered for the RWC Audit Committee.

A **MOTION** was made by Tim Van Scoter and **SECONDED** by Matthew Arvay to accept Val Gale and Terry young as Audit Committee Members. **MOTION CARRIED UNANIMOUSLY (16-0).**

**7. RWC Fiscal Year 2019/20 Subscriber Unit Rate**

John Imig said that the 2019/20 Subscriber Unit Rate is \$31.71, which is .74 cent higher from the current rate of \$30.97. City of Tolleson Board Representative Ginger Sanabria said Tolleson is changing out 20 radios, and as the radios have been deleted since this current radio count occurred. She asked if this new count will be reflected soon. Mr. Imig stated that Members can update radio counts on a quarterly basis. The rate is then set for the next fiscal year to insure accurate radio counts and so that Members can update their budget. Ms. Sanabria said that although the numbers are budgeted quarterly, Tolleson is budgeting for next fiscal year 2020 based on the current numbers. Being charged for 20 radios for a quarter would be significant, since Tolleson only has 122 radios. Mr. Imig said that he will check with the RWC Accountant Almira Santos.

A **MOTION** was made by Brad Hartig and **SECONDED** by Paul Luizzi to approve the 2019/20 Subscriber Unit Rate. **MOTION CARRIED UNANIMOUSLY (16-0).**

**8. RWC Conventional Network Fiscal Year 2019/20 Subscriber Unit Rate**

John Imig said that the Board Approved the adoption of the Fire VHF radio system by the RWC at the November 15, 2018 meeting. For partners that have Fire capacities, the Subscriber Unit Rate will be \$10.71 per radio, which is an increase of \$0.81 from the initial rate that was presented in the November meeting. This increase was based on the February 2019 radio count, which had a significant decrease, leading to an increased cost per subscriber unit.

City of Scottsdale Board Representative Brad Hartig asked if the significant decrease in subscriber units occurred in any one jurisdiction or was it just a more accurate count. John Imig said that the VHF system is new for the RWC, and the RWC has been working to make sure numbers are accurate and that there are no surprises with unexpected cost changes.

Arizona Fire and Medical Authority (AFMA) Board Representative Tim Van Scoter said that the radio count for AFMA is inaccurate. He asked where the numbers came from and how were they verified. He also asked if the numbers and rates will be changed administratively. Mr. Imig said that the RWC would make the changes administratively and set the rate for FY2020, and over the next few months the amounts will be more accurate. The conventional radios have no visibility on the RWC system. The dual band radios will be part of the count for the conventional system.

RWC Communications Manager Tom Grebner explained that the reason the numbers changed was because the calculation was based on the same calculation for the RWC 700 System. He said the numbers are based on billable dual band radios. This is just a snapshot and the numbers will be refined. There will be a better understanding next year of how much O&M costs in the system.

Mr. Hartig stated that at the end of the year, even though there is a subscriber rate, it is all reconciled to the true cost. He asked if the charges are under or over, will the VHF have its own reserve or will it be leveraging the reserve portion of the RWC. Mr. Imig

stated that there is not a contingency fund. Typically, a contingency fund is built into the subscriber rate. But to avoid a spike in the per-unit price, the contingency was pulled from this budget. The cost would be significantly higher if a contingency were included. It is still unknown where monies will come from in the event of a shortcoming.

A **MOTION** was made by Lonnie Inskeep and **SECONDED** by Tim Van Scoter to approve the VHF subscriber unit rate amount of \$10.71 for FY 2019/20. **MOTION CARRIED UNANIMOUSLY (16-0).**

**9. RWC 5-Year Plan Budget Update**

John Imig explained that the original 5-year plan presented at the November 15, 2018 Board Meeting did not include the cost of the Motorola SUA II agreement for FY 2022/2024. A revised 5-year plan was included in the meeting packet.

**10. Executive Director's Report**

**A. Outreach Meetings (with Member Agencies)** – John Imig stated that he is holding outreach meetings with the goal to meet with Member organization's Board Representatives and Executive leadership to familiarize them about the RWC.

**B. Board Member suggestions (on meeting topics)** – John Imig asked Board Members to please let RWC staff know if you have any ideas topics at for future meetings.

**C. Moving documents to RWC SharePoint (secure website)** – John Imig explained that documents that were on the public, unsecured RWC website with information that is sensitive have been moved to member access only SharePoint site.

**D. New user inquires** – Maricopa Ambulance, an Associate Member, is expanding their radio count with their upcoming association with the Cities of Goodyear and Glendale.

**11. Announcements & Future Agenda Items**

Danny Johnson thanked Kacie Howard for her help with the Board Meeting and congratulated John Imig for his first Board Meeting as the new Executive Director.

Brad Hartig thanked Danny Johnson for his service as the RWC Vice Chair.

The next RWC Board meeting will be on May 23, 2019.

**12. Adjournment**

Vice Chair Johnson adjourned the meeting at 10:43 a.m.

A **MOTION** was made by Lonnie Inskeep and **SECONDED** by Tim Van Scoter to adjourn the February 28, 2019 Board Meeting. **MOTION CARRIED UNANIMOUSLY (16-0).**

Respectfully submitted,

Jeanine Besnier, Management Assistant I