



Regional Wireless Cooperative

Board of Directors

Agenda

June 4, 2020

10:00 a.m. – 11:30 a.m.

| | ITEM | PRESENTER |
|----|---|---|
| 1) | Call to Order, Roll Call, Opening Comments | Chair Paul Luizzi |
| 2) | Call to the Public A member of the public may request to address the Board by contacting the RWC Staff via phone at 602-495-5765 or via email at team@rwcaz.org no later than one hour prior to the scheduled start time of this meeting. Speakers will be considered at the sole discretion of the Board Chair and will be allotted no more than three (3) minutes to speak. | Chair Paul Luizzi |
| 3) | Approval of RWC Board Meeting Minutes from the February 27, 2020 Meeting This item is for information, discussion, and action. | Chair Paul Luizzi Est. 2 min. |
| 4) | CSSA Intergovernmental Agreement with Pinal County The purpose of this item is to seek Board approval of the Intergovernmental agreement created by the Communications System Strategic Alliance (CSSA) with Pinal County. This item is for information, discussion, and action. | John Imig RWC Executive Director Est. 5 min. |
| 5) | RWC FY21 Budget Evaluation The purpose of this item is to give the board an update on COVID-19 related impacts. This item is for information and discussion. | John Imig RWC Executive Director Est. 10 min. |



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| <p>6)</p> | <p>Executive Director's Report</p> <ul style="list-style-type: none">A. Membership UpdatesB. Staff Office MoveC. Fire Code Working Group Update <p>This item is for information and discussion.</p> | <p>John Imig RWC Executive Director</p> <p>Est. 5 min.</p> |
| <p>7)</p> | <p>Announcements, Public Comment, Future Agenda Items</p> <p>The purpose of this item is to communicate any Board announcements, additional public comment, or future agenda items.</p> <p>This item is for information only.</p> | <p>Chair Paul Luizzi</p> |
| <p>8)</p> | <p>Adjourn</p> | <p>Chair Paul Luizzi</p> |



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Agenda

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10:00 a.m. – 11:30 a.m.

2020 RWC Board of Directors Meetings

| <u>Date</u> | <u>Location</u> |
|--|--|
| Thursday, June 4 10:00 – 11:30 | Web Conference Only URL: https://cityofphoenix.webex.com/meet/david.clarke Access: 281963448 Conference Bridge Number: 240-454-0887 Access Code: 281 963 448 |
| Thursday, August 27 10:00 – 11:30 | To be determined |
| Thursday, November 19 10:00 – 11:30 | To be determined |



BOARD OF DIRECTORS REPORT

| | | | |
|----------|---|--------------|--------------|
| TO: | Regional Wireless Cooperative (RWC) Board Members | Agenda Date: | June 4, 2020 |
| FROM: | John W Imig, RWC Executive Director | | Item 4 |
| SUBJECT: | CSSA Intergovernmental Agreement with Pinal County | | |

BACKGROUND

Since the formation of the Regional Wireless Cooperative (RWC) and Topaz Regional Wireless Cooperative (TRWC), the RWC and TRWC have both continuously worked to develop formal and informal structures to ensure the radio cooperatives' activities are coordinated and compatible. More recently these efforts culminated in the CSSA (Communications Systems Strategic Alliance) IGA and supporting Task Orders between the RWC and TRWC. This initiative continues to expand and is now extending to other regional systems operating in the State of Arizona.

This intergovernmental agreement (IGA) will codify many of the activities necessary to ensure participating regional systems deliver the best service possible to their service regions, such as jointly collaborating on such efforts as equipment purchasing, use of facilities and co-location of equipment, maintenance services, research and development, and policies and procedures.

ISSUE

The TRWC and RWC established the CSSA in 2018 to coordinate efforts among our systems through the attached IGA. As allowed by the IGA, Pinal County has requested admission to the CSSA as a full participating party. The CSSA Coordinating Council has reviewed and recommended approval of their request.

Upon execution of the CSSA IGA, Pinal County may also be added as a party to any existing Task Orders of interest.

RECOMMENDATION

The RWC Board of Directors is required to approve the draft IGA before the City of Phoenix can formally approve it on behalf of the RWC. The RWC Executive Director, after review and approval by the RWC Executive Committee, recommends Board approval of the draft IGA and

requests the City of Phoenix, as the RWC's Administrative Managing Member, to enter into the Communications System Strategic Alliance IGA with Pinal County.

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



BOARD OF DIRECTORS REPORT

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| TO: | Regional Wireless Cooperative (RWC) Board Members | Agenda Date: | June 4, 2020 |
| FROM: | John W Imig, RWC Executive Director | | Item 5 |
| SUBJECT: | RWC FY21 Budget Evaluation | | |

BACKGROUND

In response to the Covid-19 outbreak and subsequent potential negative effects on budgeting, RWC staff conducted research and evaluations on the RWC budget for FY20 and 21.

Budgetary components evaluated consisted of both Operations & Maintenance (O&M)¹ and Special Projects². O&M expenses are generally fixed: 1) Contractual obligations with our vendors (e.g. Motorola), 2) Expenses related to system operation, paid to the Administrative Manager (the City of Phoenix) and 3) Administrative and personnel costs for RWC staff and operations.

O&M components evaluated:

- Business Travel (canceled)
 - FY20 savings: \$5,000
 - Projected FY21 savings: \$2,500
- Interop scheduling application (Resource Guru) (downgrade)
 - FY20 savings: \$1,270
 - Projected FY21 savings: \$4,200
- .5 FTE for VHF support (unneeded)
 - FY20 savings: \$24,000
 - Projected FY21 savings: \$45,000

Special Projects evaluated:

- RWC - Greenway and Tatum Tower move to FS31 – FY22
- RWC - Cashion Tower move to Tolleson WTP – FY22
- VHF – Scottsdale VHF end of life replacement – FY21

¹ O&M is calculated by dividing the Total O&M Estimated Expenses by the number of billable Radios that are currently in the system at the time of calculation (usually the October radio count).

² Special (Capital) Projects are billed to members on an annual basis, at the beginning of the Fiscal Year. These funds are then used to pay for the full project cost.

RECOMMENDATION

This item is for information and discussion.



BOARD OF DIRECTORS REPORT

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| TO: | Regional Wireless Cooperative (RWC) Board Members | Agenda Date: | June 4, 2020 |
| FROM: | John W Imig, RWC Executive Director | Item 6 | |
| SUBJECT: | Executive Director's Report | | |

BACKGROUND

The Executive Director will brief the Board of Directors on the following items:

- A. Membership Updates
- B. Staff Office Move
- C. Fire Code Working Group Update

RECOMMENDATION

This item is for information and discussion.