



Regional Wireless Cooperative
Board of Directors
MINUTES
June 4, 2020

City of Phoenix
 200 W. Washington Street, 14th Floor
 Phoenix, Arizona 85003

Board Members Present		Board Members Absent
Rob Helie~ – Arizona Fire and Medical Authority	James Hughes~ – Maricopa	Wayne Clement – Guadalupe
	Kris Dalmolin~ – Peoria	Roy Stanifer – Maricopa Community College District
Jeff Scheetz~ – Avondale	Matthew Arvay*~ – Phoenix	
Bob Costello~ – Buckeye	Brad Hartig~ – Scottsdale	Freeman Carney – Paradise Valley
Val Gale~ – Chandler	Rob Schmitz*~ – Sun City Fire and Medical	Terry Young – Surprise
Alan Zangle~ – Daisy Mountain Fire District	Andrea Glass~ – Tempe	
Paul Marzocca~ – El Mirage	Ginger Sanabria~ – Tolleson	
Rick St. John~ – Glendale		
Paul Luizzi~ – Goodyear		
*Board Alternate	^Non-Voting Alternate	~Telephone/Web Participant

Staff Present		
John Imig~ – RWC		
Almira Santos~ – RWC		
Nicholas Roosevelt~ – RWC		
David Clarke~ – RWC		
~Telephone/Web Participant		

NOTE: This meeting was conducted by web conference only. RWC Administrative Staff attendees were accounted for prior to the start of the meeting. No roll call for other staff of RWC Members, other interested parties, or the public was taken.

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

Board Chair Paul Luizzi, representing the City of Goodyear, called the meeting of the Regional Wireless Cooperative (RWC) Board of Directors (Board) to order at 10:01 AM.

2. **Call to the Public – None**

Chair Luizzi asked if any requests from the public to speak were submitted.

RWC Administrative Aide David Clarke replied that no requests were submitted.

3. **Approval of RWC Board Meeting Minutes from February 27, 2020**

Chair Luizzi asked the Board if any discussion was desired on the minutes presented in the meeting packet for the February 27, 2020, Board Meeting. There were no responses.

A **MOTION** was made by Andrea Glass and **SECONDED** by Alan Zangle to approve the February 27, 2020, RWC Board meeting minutes.

MOTION CARRIED UNANIMOUSLY (15-0).

4. **CSSA Intergovernmental Agreement with Pinal County**

RWC Executive Director John Imig discussed with the Board the topic of Pinal County joining the Communications Systems Strategic Alliance (CSSA). John noted that this item before the Board will address two matters; 1) Pinal County joining the CSSA Intergovernmental Agreement (IGA), which has been drafted in a manner to also include, 2) approval of the existing CSSA Task Orders for Pinal County.

A report on this topic was provided to the Board. The recommendation of the report is as follows;

“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.”

A **MOTION** was made by Brad Hartig and **SECONDED** by James Hughes to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

5. RWC FY21 Budget Evaluation

Mr. Imig discussed with the Board potential impacts to the RWC from the COVID-19 crisis. Mr. Imig wanted the Board to know that RWC Administrative and Technical Staff have taken a thorough look through the budget and project schedule for potential savings and possible adjustments, should it be necessary.

Savings on some items has already been achieved, such as the cancellation of travel for the next fiscal year, savings on the scheduling service the RWC uses to manage the Interoperability decks by switching to a less expensive service plan, and reimbursement for half of a full-time employee that was previously paid to the City of Scottsdale for VHF support but is no longer needed.

Several RWC capital projects have been also been evaluated for budget savings, but no changes have been made to project plans at this time.

Mr. Imig explained that there was discussion about delaying the Scottsdale VHF replacement project, but the consensus among the stakeholders is that the project must go forward. The equipment for Scottsdale's existing VHF network is nearing the end of its design life and this network is too critically important in hazard zone operations to put at risk of failure by delaying the replacement.

Mr. Imig added that he has previously asked all Board members to check with their operational teams to see if they are planning any significant reduction to the number of subscribers they have on the Network. Most members have responded, stating that they are not planning any major changes.

Chief Andrea Glass, representing the City of Tempe, expressed her appreciation to Mr. Imig for the thorough evaluation of the RWC budget and projects conducted by administrative and technical staff.

6. Executive Director's Report

A. Membership Updates

Mr. Imig updated the Board about several potential new RWC Members;

- 1) The membership request from the Phoenix Veterans Affairs is still under review by their legal counsel.
- 2) The membership request from the Federal Reserve Bank of San Francisco returned the RWC Membership IGA with questions that are currently under review by the RWC legal counsel. The questions are related to how membership for a Federal entity differs from existing local member entities.

- 3) The project on Burnt Mountain to expand the RWC coverage area far into the West Valley and beyond is underway. When it is completed, Mr. Imig anticipates that both the Buckeye Valley Fire District and the Harquahala Fire District, who are both currently Conditional Participants, will apply to become full Members of the RWC.

B. Staff Office Move

Mr. Imig told the Board that the RWC Administrative Staff has relocated their offices to the 14th floor of Phoenix City Hall. All RWC Staff contact information is the same.

C. Fire Code Working Group Update

Mr. Imig advised the Board that the work of the Fire Code Working Group is ongoing, in coordination with the RWC Policy Working Group, to update and standardize policies and other documents and processes relating to in-building radio coverage treatments operating on the RWC Network. A new section has been added to the RWC website specifically for this topic, and it is still in development.

Mr. Imig explained to the Board that an exception to the hiring freeze at the City of Phoenix is being sought for the new position approved prior to the freeze by the Board for an Emergency Radio Responder Communications System Specialist. He noted that this position is fully funded by the RWC and was the recommendation of the Fire Code Working Group and other RWC advisory groups.

Brad Hartig, representing the City of Scottsdale, emphasized the importance of filling this new position. He offered to advocate for the position to any appropriate groups at the City of Phoenix, such as the City Council.

Matt Arvay, representing the City of Phoenix, said that he is working with all appropriate parties to approve the exception to the hiring freeze for this position. He said the position may be initially classified as a temporary position and then be converted to a permanent position later.

9. Announcements, Public Comment, Future Agenda Items

Chair Luizzi asked if anyone from the public wished to speak. There were no responses.

Chair Luizzi asked if any Board Members had any announcements or requests for future agenda items. There were no responses.

David Clarke informed the Board that he has accepted a promotion to a Chief Engineer position in the Water Services Department at the City of Phoenix. He does not yet have a start date, but he anticipates that this will be his last RWC Board Meeting. Mr. Clarke expressed that it has been a privilege to be part of the RWC for the last 10 years.

Chair Luizzi thanked Mr. Clarke for his years of service to the RWC.

10. Adjournment

Chair Luizzi requested a motion to adjourn the meeting at 10:42 a.m.

A **MOTION** was made by Rick St. John and **SECONDED** by Andrea Glass to adjourn the June 4, 2020, Board Meeting. **MOTION CARRIED UNANIMOUSLY (15-0).**

Respectfully submitted,

David Clarke, Administrative Aide