



Regional Wireless Cooperative

Board of Directors

Agenda

August 27, 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 June 4, 2020 Meeting This item is for information, discussion, and action.	Chair Paul Luizzi Est. 2 min.
4)	RWC Audit Overview The purpose of this item is to provide the Board with an overview of the upcoming audit and the virtual audit process. This item is for information and discussion.	Jean Dietrich CPA CliftonLarsonAllen, LLP Est. 5 min.
5)	Interference Detection System and Emergency Responder Radio Communication Systems Presentation The purpose of this item is to give the Board an update on the work being done with respects to radio interference and amplification systems. This item is for information and discussion.	John Imig RWC Executive Director Thomas Grebner Wireless Communications Manager Est. 15 min.



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6)	<p>Executive Director's Report</p> <ul style="list-style-type: none">A. Performance Achievement Management ScoreB. Disaster Recovery MeetingC. Subscribers WorkgroupD. Site Sharing Agreement Review ProjectE. Administrative Aide Position UpdateF. Membership Update <p>This item is for information and discussion.</p>	<p>John Imig RWC Executive Director</p> <p>Est. 10 min.</p>
7)	<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>
8)	<p>Adjourn</p>	<p>Chair Paul Luizzi</p>



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2020 RWC Board of Directors Meetings

<u>Date</u>	<u>Location</u>
Thursday, August 27 10:00 – 11:30	Web Conference Only URL: https://cityofphoenix.webex.com/meet/nicholas.roosevelt Access: 286988477 Conference Bridge Number: 415-655-0001 Access Code: 286 988 477
Thursday, November 19 10:00 – 11:30	To be determined



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	August 27, 2020
FROM:	Almira Santos, RWC Accountant III		Item 4
SUBJECT:	RWC Audit Overview		

BACKGROUND

Per RWC Governance, § 3.5, the RWC financial records are audited annually by an independent auditor. On August 17, 2020, the RWC Audit Committee, RWC staff, and City of Phoenix Finance Department staff met with the auditors from CliftonLarsonAllen, LLP (CLA) to formally initiate this year's audit. The results of this year's audit will be presented at February 2021, RWC Board Meeting.

Due to COVID-19 the audit will be completed entirely in a virtual format. Jean Dietrich, CPA for CLA, will present a brief overview of the audit process, the new roles and responsibilities related to a virtual audit, and answer any questions the Board may have.

RECOMMENDATION

This item is for information and discussion.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	August 27, 2020
FROM:	John Imig, RWC Executive Director Thomas Grebner, Wireless Communications Manager		Item 5
SUBJECT:	Interference Detection System and Emergency Responder Radio Communication Systems (ERRCS) Presentation		

BACKGROUND

The RWC is currently working on multiple issues with regards to radio interference caused by Distributed Antenna System (DAS) or Bi-Directional Amplifier (BDA) systems. Three main issues will be presented to the Board: potential Interference Detection System, Emergency Responder Radio Communication Systems Policy, and an update on the Emergency Responder Radio Communication Systems Specialist (ERRCSS) position.

ISSUE

John Imig will present to the Board the status of the draft ERRCS policy and the potential implications this policy may have on member agencies. The goal of the policy is to not only eliminate the use of Class B amplification systems, but also address currently installed Class B amplifiers. The Policy Working Group has received feedback on their initial draft from the Conventional Working Group and Operations Working Group. The RWC anticipates presenting the final draft to the RWC Board at the November 19, 2020 meeting.

John Imig will also discuss the status of the Emergency Responder Radio Communication Systems Specialist (ERRCSS) position. While this position was approved by the Board in the RWC Budget at the February 27, 2020 meeting, the creation of the position was hampered by hiring restrictions within the City of Phoenix due to Covid-19. On August 18, 2020, after RWC staff intervention, the Phoenix ITS Department received City Manager approval to create and fill this position. With this last approval complete Phoenix ITS will begin the recruitment process.

Lastly, Thomas Grebner will provide an overview of work being done regarding interference detection systems. It is well known that the RWC Network is subject to interference, either generated maliciously, or from other sources like a BDA's or DAS's. Over the last year, the system has had multiple instances of interference resulting in major impact to public safety communications. Tracking down the source of the interference is incredibly difficult and time consuming. The Radio Shop has begun researching multiple systems that can aid in the tracking of interference. Some of these systems use Time Difference of Arrival technology to help

pinpoint the location of the interference. If employed the RWC should be able to locate interference and eliminate the signal quickly and accurately. The Radio Shop is currently investigating multiple vendors and have also secured funding to purchase a demonstration. The RWC is also exploring the potential for multiple users like Maricopa County and/or the TRWC. Grant funding is also being explored via the State Homeland Security Grant Program (SHSGP). If the system(s) perform to satisfaction it is likely the Board will be asked to approve the procurement of a detection system in the future.

While action is not currently being requested, these are issues may require action in the future and the Executive Director wants the Board to be aware of their status.

RECOMMENDATION

This item is for information and discussion.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	August 27, 2020
FROM:	John 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. Performance Achievement Management Score
- B. Disaster Recovery Meeting
- C. Subscribers Workgroup
- D. Site Sharing Agreement Review Project
- E. Administrative Aide Position Update
- F. Membership Update

RECOMMENDATION

This item is for information and discussion.