



**Regional Wireless Cooperative
Board of Directors
MINUTES
November 19, 2020**

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

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

Staff and Public Present		
John Imig – RWC	Nicholas Roosevelt – RWC	Almira Santos – RWC
Selena Barner – RWC		
~Telephone Participant		

NOTE: This meeting was conducted by WebEx 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 10:00 AM. Chair Luizzi mentioned that Items #7 and #10 were withdrawn and would not be discussed at this meeting.

2. Call to the Public

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

RWC Management Assistant Nick Roosevelt replied that no requests were submitted.

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

Chair Luizzi asked the Board if any need for discussion on the minutes presented in the meeting packet for the August 27, 2020, Board Meeting. There was no discussion.

A **MOTION** was made by Rick St. John and **SECONDED** by Jeff Scheetz to approve the August 27, 2020, RWC Board meeting minutes.

MOTION CARRIED UNANIMOUSLY (15-0).

4. Membership – Federal Reserve Bank of San Francisco (FRBSF) Police Department

Mr. Imig provided an overview of the FRBSF and explained their communication needs and the membership process. Colen Coggin (FRBSF) shared information regarding their mission and the duties of FRBSF and offered to answer any questions.

A **MOTION** was made by Bob Costello and **SECONDED** by Andrea Glass to approve the FRBSF becoming a member of the RWC.

MOTION CARRIED UNANIMOUSLY (15-0).

5. Revised Policies and Procedures

Mr. Roosevelt presented the revised policy and procedure listed below to the Board. Copies of the policies were included in the meeting packet.

A. Revised Policies

i. Emergency Responder Radio Communications Systems Police (FKA Radio Amplification Systems Policy)

Mr. Roosevelt shared the changes in the policy. The biggest difference being the new requirements of the Class A amplifiers. Tom Grebner

(Phoenix) explained the difference between a Class A and a Class B and the importance of capturing RWC's stance. He also discussed the need for the uniformity across the Network, with the understanding that each Authority Having Jurisdiction (AHJ) may have different codes in place.

B. Revised Procedures

i. Election of Chair and Vice Chair Procedure

Mr. Roosevelt stated that only minor changes were made to eliminate repetitive word usage and align the procedure with current governance.

A **MOTION** was made by Rick St. John and **SECONDED** by Chris DeChant to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

6. Financial Update for Fiscal Year 2019/20

Almira Santos (RWC) provided the Board the financial update for FY 2019/20 for the purpose of issuing a settlement of the budget. A report on this topic was provided to the Board. Ms. Santos explained that revenues in FY 2019/20 exceeded expenses by \$477,138.46. Including interest earned in the amount of \$62,835, the total settlement credit to be distributed among members is \$539,973.46.

Ms. Santos stated that some of the reason for these savings were due to the temporary vacancy of the Management Assistant I RWC staff position, only utilizing twenty percent of the contingency expense allotment, the ITS cost savings from the shared sites and majority of the maintenance funds remained untouched.

Ms. Santos read the recommendation that:

"The Executive Director, after review and approval by the Executive Committee, recommends Board approval to apply each Member's FY 2019/20 settlement credit towards their next quarter billing for FY 2020/21."

A **MOTION** was made by Andrea Glass and **SECONDED** by Alan Zangle to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

7. Fiscal Year 2021/22 Capital Projects Request

~~A. Cashion Site to Tolleson~~

~~B. Tatum/Greenway Site to Fire Station 31~~

~~C. 10 Year Microwave Replacement Cycle~~

THIS ITEM WAS WITHDRAWN

8. **RWC Trunked Network FY 2021/22 Subscriber Unit Rate, Budget Overview and 5-Year Plan**

Ms. Santos discussed with the Board the proposed RWC fiscal year 2021/22 subscriber unit rate for the trunked RWC network. A report on this topic was provided to the Board. The proposed rate being \$33.46 per subscriber per month. Ms. Santos answered and explained Andrea Glass's (Tempe) and Val Gale (Chandler) questions regarding the increase.

Ms. Glass asked RWC to be mindful of future rate increases due to budget cuts. Mr. Imig and Ms. Santos presented additional information on the ERRC position. Ms. Santos completed her explanation on the budget overview and the 5-year plan.

A **MOTION** was made by Val Gale and **SECONDED** by Rick St. John to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

9. **RWC Conventional Network (VHF) FY 2021/22 Subscriber Unit Rate, Budget Overview and 5-Year Plan**

Ms. Santos discussed with the Board the proposed RWC fiscal year 2021/22 subscriber unit rate for the conventional (VHF) RWC network. A report on this topic was provided to the Board. The proposed rate being \$10.28 per subscriber per month. She explained the individual items in the FY 2021 budget and the 5-year plan.

A **MOTION** was made by Chris DeChant and **SECONDED** by Andrea Glass to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

10. **Logging Recorder Billing Options**

THIS ITEM WAS WITHDRAWN

11. **RWC Chair and Vice Chair Nomination Process**

Mr. Imig provided the necessary steps to appoint or reappoint three board members to serve as the nominating committee. Chair Luizzi opened the floor for nominations. Mr. Gale, Wayne Clement (Guadalupe) and Ms. Glass all stated they were willing to sit on the committee. Chair Luizzi thanked the members for their nominations and Mr. Imig explained to the nominees that they will have RWC Staff support.

A **MOTION** was made by Ron Deadman and **SECONDED** by Rick St. John to approve the recommendation as presented.

MOTION CARRIED UNANIMOUSLY (15-0).

12. Executive Director's Report

A. Administrative Aide Introduction

Mr. Imig introduced Selena Barner to the board.

B. 2020 Public Safety Radio System Administrators Forum

Mr. Imig told the Board that the annual Public Safety Radio System Administrators Forum was held in October - virtually. This forum brings together system administrators, technical and operations staff, and managers of the various communication systems around the state for information sharing.

C. Backhaul Update

Mr. Imig explained that the board will be presented with updates and budget items as necessary in the future.

D. RWC Annual Audit for Fiscal Year 2019/20 Update

Ms. Santos stated that she is currently working closely with the City of Phoenix Finance Department and CLA to complete the audit. Once completed, the RWC information will be submitted for consideration for another award.

E. Subscriber Inventory Update

Mr. Roosevelt stated that he will be sending out a 90-day reminder by the end of the week as the RWC had only received a few inventories.

F. Other Membership Updates

Mr. Imig updated the board that the VA membership is still on hold and discussed the possibility of Wickenburg becoming a member. Mr. Grebner added Wickenburg still has some technical items to work out.

G. Detection System and ERRC Position Update

Mr. Grebner provided a brief update on both items.

13. Announcements, Public Comment, Future Agenda Items

Brad Hartig (Scottsdale) was having technical difficulties during the meeting. He asked via the chat feature that if a Board member has technical problems if roll call voting can be done. Chair Luizzi said that he and RWC staff will look into it.

14. **Adjournment**

Chair Luizzi requested a motion to adjourn the meeting at 11:10 a.m.

A **MOTION** was made by Rick St. John and **SECONDED** by Val Gale to adjourn the November 19, 2020, Board Meeting.

MOTION CARRIED UNANIMOUSLY (15-0).

Respectfully submitted,

Selena Barner - Administrative Aide