



Mark Gordon
Governor
William T. Panos
Director

Wyoming Public Safety Communications Commission DRAFT MEETING MINUTES



Mark Harshman
Chairman
Telephone No.:
(307) 777-4015

I. CALL TO ORDER

A business meeting of the Public Safety Communications Commission was held in Cheyenne on Wednesday, February 13, 2019. Chairman Harshman presided, calling the meeting to order at 11:00 A.M.

II. COMMISSIONERS PRESENT

Mark Harshman, Chairman
Dwane Pacheco, Commissioner
Mike Choma, Commissioner
Martin Armajo, Commissioner

Skip Hornecker, Vice Chairman
Jonathan Downing, Commissioner
Doug Frank, Commissioner

III. STAFF PRESENT

Pat Lewis, Chief Technology Officer
Troy Babbitt, WYDOT Telecom Program Mgr.

Katie Pfister, Commission Secretary
Nathan Smolinski, WYDOT Telecom

IV. ADJUSTMENTS TO AGENDA

Adjustments: Two (2) adjustments were made to the agenda. In Director Panos absence, Pat Lewis presented the Director's Update, and a WyoLink Application was added for the Dagget County Sherriff's Office.

Motions: It was moved by Commissioner Choma and seconded by Commissioner Hornecker to approve the adjustments to the agenda.

Discussions: As there were no additional adjustments, the Commission voted on the changes. *Motion Carried.*

V. ACTION ITEMS

1. Draft Meeting Minutes

Adjustments: One (1) adjustment was made to the agenda, adding Dwane Pacheco as present.

Motions: It was moved by Commissioner *Last Name Here* and seconded by Commissioner *Last Name Here* to approve the Draft Meeting Minutes dated August 15, 2018.

Discussions: As there were no adjustments, the Commission voted on the approval these minutes. *Motion Carried.*

2. WyoLink Applications

Mr. Smolinski reviewed two (2) WyoLink Membership Applications individually, one (1) from Fremont County School District, and one (1) from the Dagget County Sheriff's Office.

Motions: It was moved by Commissioner Frank and seconded by Commissioner Hornecker to approve the two (2) WyoLink Applications.

Discussions: As there were no major questions or comments, the Commission voted on approval of the two (2) WyoLink Membership Applications. *Motion Carried.*

VI. UPDATES/DISCUSSIONS

1. Director's Update

Mr. Lewis presented the Director's update, which included review of a draft WyoLink Talking Points



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VI. UPDATES/DISCUSSIONS (CONTINUED)

1. Director's Update (Continued)

Brochure recently compiled for educational purposes, and requested feedback from the Commission by February 22, 2019. His final item was a legislative update, noting that HB0161 was introduced, which calls for the creation of a Statewide 911 Coordinator, and if passed, the Governor would designate an individual within WYDOT for the position. The position would be responsible for coordinating with 911 local and state stakeholders on the development of a statewide 911 plan, ensuring compliance with all federal regulations.

2. Legislative Update

Chair Harshman conveyed that the Commission would be requesting an Interim Topic on finding a long-term and dedicated funding stream for WyoLink maintenance and operations, and to look at incorporating FirNet and NG911 into the study as the Commissions prevue expands.

3. WyoLink 16 Tower Build-Out Project Update

Mr. Smolinski reviewed the 16-Tower Build-Out Project Monthly Report, which included the following updates:

- Buffalo: SHPO approved a letter of exemption allowing Geotech to be performed concurrently with NEPA and Cultural; scheduling is planned for the week of 2/18. Initial survey has been conducted and proposed site plot accepted by WYDOT; NEPA and Cultural Field Work scheduling is underway (weather permitting); also not required for FHWA, only for the FCC report, making this a "standard" tower build process. Zoning is not required. Location ID'd on WYDOT property.
- Newcastle: Discussions have progressed to vetting any technical issues, as well as equipment placement, and lease agreements. Further pursuing a collocation opportunity with Union, application has been submitted for evaluation and cost estimates; partnership may include a collocation with Union on an existing WyoLink Tower. City has approved our preliminary plot plan and Motorola has begun to schedule NEPA; WYDOT utilities and ROW have also been engaged. In discussion with Union Wireless regarding a possible collocate option.
- Wright: SHPO (Cultural) report has been delivered to WYDOT, subsequently delivered to SHPO for approval. Upon SHPO approval Geotech will be scheduled. Zoning, will not be required. NEPA and Cultural field work has been performed and a report draft has been delivered to WYDOT, resulting in further discussions in order to solidify the process moving forward, including tribal notification, and will be used as a template for all remaining sites.
- Lusk: Upon approval of the Wright draft report, delivery to WYDOT for review is scheduled for the week of 2/11, which will then be submitted to SHPO for approval. Upon SHPO approval Geotech will be scheduled. Zoning will not be required.
- Orin Junction: Upon approval of the Wright draft report, delivery to WYDOT for review is scheduled for the week of 2/11, which will then be submitted to SHPO for approval. Upon SHPO approval Geotech will be scheduled. Zoning will not be required.
- Sundance: Site survey, NEPA and Cultural Field Work scheduling is underway (weather permitting). Application and Proposal has been submitted to the State Lands & Investments Office for the location in Alva (Northern Crook County) under review to proceed. In discussion with local telco for a fiber backhaul connection. WyoLink holding collocate discussions with Crook County SO as well.



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VI. UPDATES/DISCUSSIONS (CONTINUED)

3. WyoLink 16 Tower Build-Out Project Update (Continued)

- Greybull: Site survey, NEPA and Cultural Field Work scheduling is underway (weather permitting). Application and Proposal has been submitted to the State Lands & Investments Office for the location in Southwest of Greybull; under review to proceed.
- Northern Goshen County: Permission to Survey forms have been signed and returned by the private landowner, survey will be scheduled followed by NEPA and Cultural Field Work (weather permitting). Proposed site plot(s) have been delivered to 2 adjacent private landowners; Right-of-Way has engaged both to explore favorable agreements as part of the site determination process. Location ID'd adjacent to FAA HP Radar; coordinating efforts with FAA for any restrictions.
- Rock Springs (Tank Hill): WYDOT Right-of-Way has conducted discussions with Sweetwater County Water Board; no foreseeable issues, currently working on access easements with private landowners. Upon access easements approvals Site survey, NEPA and Cultural Field Work scheduling will presume (weather permitting). WyoLink holding collocate discussions with SWCCJPB as well. Research for zoning is underway; unlikely a hearing will be required. Initial survey has been conducted and proposed site plot accepted by Sweetwater County Water Board; NEPA and Cultural Field Work scheduling is underway once the easement access has been solved (required to be included in the report). Determined this will be an 800Mhz site.
- North Big Horn County (Little Sheep Mtn.): Scoping BLM to verify if additional surveys are required, awaiting proposal/application approval on specific requirements. Upon notification of approval; Site Survey, NEPA and Cultural Field Work scheduling is underway (weather permitting). Application & Proposal has been submitted to BLM for the selected location on Little Sheep Mnt East of Lovell; under review to proceed. Working with Sheriff's Office, Little Sheep Mnt has been identified as a favorable location; contact made to BLM and working on the application process.
- Rock Springs (14 Mile Hill): Scoping BLM to verify if additional surveys are required, awaiting proposal/application approval on specific requirements. Upon notification of approval; Site Survey, NEPA and Cultural Field Work scheduling is underway (weather permitting). Application & Proposal has been submitted to BLM for the selected location on 14 Mile Hill, North of Rock Springs; under review to proceed.
- Alcova: Scoping BLM to verify if additional surveys are required, awaiting proposal/application approval on specific requirements. Upon notification of approval; Site Survey, NEPA and Cultural Field Work scheduling is underway (weather permitting). Application & Proposal has been submitted to BLM for the selected location adjacent to the Union tower, south of the reservoir; under review to proceed.
- Ten Sleep: Communication with USFS has resumed, working on specific application requirements; awaiting for delivery (from USFS) on the Cost Recovery Plan (USFS application requirement). Site survey, NEPA and Cultural field work to be scheduled according to weather for this location due to snow levels. Application & Proposal has been submitted to USFS for the selected location above Meadowlark Lake; under review to proceed.
- Evanston: Permission to Survey forms have been signed and returned by the private landowner, Site survey, NEPA and Cultural field work to be scheduled according to weather for this location due to snow levels. Permission to Survey forms have been delivered to the selected landowner (Medicine Butte) once signed and returned, survey will be scheduled followed by NEPA and Cultural Field Work (currently in negotiations, landowner has request payment for permission to survey;



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VI. UPDATES/DISCUSSIONS (CONTINUED)

3. WyoLink 16 Tower Build-Out Project Update (Continued)

- Evanston (Continued): resolved). Proposed site plot(s) have been delivered to 2 adjacent private landowners; Right-of-Way has engaged both to explore favorable agreements as part of the site determination process.
- Jackson: Locations have been ID'd (primary and alternative) and engaging in discussions for possible collocation options.
- Bondurant: Upon Sublette County's decision to construct a county-wide system, we are awaiting technical information to schedule discussions with the county in order to determine an optimum site location.

3. Training Update

Mr. Smolinski highlighted that the first revamped training of the WyoLink system was held February 12, 2019, for WYDOT's Bridge Program. He noted that additional scheduled trainings included Big Horn County on February 27, 2019, Sheridan on March 22, 2019, and that anyone else interested in signing up should contact him.

4. FirstNet Update

Mr. Babbitt announced that Robert Diez was selected as the new Principle Consultant out of Colorado, replacing Marcus Lucerro. He also explained that the state currently has just under 500 users, coverage continues to expand along I-25; however, areas in the southwest portion of the state are still being worked out. Mr. Babbitt also conveyed that the state has matched \$12,000 in funds for the State and Local Implementation Grant Program (SLIGP), and work continues on trying to find options that will be sustainable an cost effect for the State of Wyoming.

5. Statewide Interoperability Coordination Update

Mr. Babbitt explained that the Statewide Communication Interoperability Plan (SCIP), which outlines goals and objectives for the state in terms of emergency communications, remained in draft form due to changes in leadership within the state. He noted that additional time was requested from the federal government to get the plan into place, and that it would be shared with end users at that time.

VII. ADJOURNMENT

Motion: It was moved by Commissioner Hornecker, and seconded by Commissioner Choma to adjourn the February 13, 2019 business meeting at 11:54 A.M. Motion Carried.



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I. CALL TO ORDER

A Planning Session for the Public Safety Communications Commission was held in Cheyenne on Wednesday, February 13, 2019. Chair Harshman presided, calling the Planning Session to order at 12:34 P.M.

II. PLANNING SESSION DISCUSSION TOPICS

1. 16-Tower Buildout

The Commission continued discussions on the progress of the 16-Tower Buildout Project, and challenges that remain. They stressed concerns on whether coverage area gaps may still remain following completion of the build, and how this could impact promotion of the system moving forward. It was determined that it would be prudent to compile a working list of identified needs, creation of a better coverage area map for pinpointing gaps in coverage, followed by live testing in areas of uncertainty on the coverage area map.

2. Future Funding for WyoLink & Legislative Interim Topic

The Commission continued conversations on WyoLink funding sustainability. They also discussed their impending Interim Topic request, and determined that it should include a review of the commission's composition, statutory oversight, and the creation of a separate and dedicated funding stream.

III. ADJOURNMENT

The Planning Session adjourned at 3:40 P.M.