

# **Oklahoma Wireless Information Network**

## **Executive Committee**

July 22, 2011

### **Meeting Minutes**

<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Member</u></b>	<b><u>Organization</u></b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Matt Stillwell	City of Edmond
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lance Terry	City of Norman
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Larry White	City of Owasso
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Don Lynch	City of Shawnee
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kevin Shoemaker	City of Tulsa
<input type="checkbox"/>	<input checked="" type="checkbox"/>	John Geddie	City of Tulsa
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will Borden	Oklahoma Department of Public Safety
<input checked="" type="checkbox"/>	<input type="checkbox"/>	James Rinta	Oklahoma Department of Public Safety

### **Guests:**

1. Stan Shook (Motorola)
2. Scott Walsh, Technical Committee Feedback (Norman)
3. Blaine Young (City of Tulsa)

### **Meeting Notes**

1. Call to Order
2. Roll Call
3. Motorola Projects Update
  - a. ASTRO P25 Master Site
    - i. Punch List items being addressed by Motorola
      1. Zone Profile is not functioning properly (RESOLVED)
      2. Dynamic Regrouping ID (OPEN)
        - a. Issue involves analog IDs
      3. Console configuration issue (OPEN)
  - b. Muskogee Corridor P25 Sites
    - i. Project is complete and is being closed out
  - c. Muskogee Subscriber Project
    - i. All handheld, mobile and console radios are operational
  - d. Grady County Sheriff
    - i. Subscribers have been deployed
    - ii. Console has been installed
    - iii. Cutover is tentatively scheduled for the first week of August
  - e. Chickasha Channel Upgrade

- i. Hardware has been installed
  - ii. FCC license is still pending
  - iii. Site will be optimized and operational upon receiving FCC license
- f. Chickasaw Nation 800 MHz Site
  - i. Civil work begins first week of August
  - ii. Equipment enclosure will arrive the last week of August
  - iii. Fixed Network Equipment scheduled to be installed early September
  - iv. Cutover is scheduled for last September
- g. Lake Eucha 800 MHz Upgrade
  - i. Kick off meeting took place on July 11
  - ii. Tower Analysis has been completed
  - iii. Civil work is scheduled to begin late July
  - iv. Equipment upgrade begins in mid August
- h. Rebanding Infrastructure Project
  - i. On hold until first touch is complete by DPS and City of Tulsa
- i. Advanced System Key Discussion
  - i. Process is being developed

4. Approval of Minutes, July 8, 2011 (Approved)

5. Review Recommendations from Technical Committee

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
<b>Boynton MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Boynton MOU</li> <li>Reasons: Boynton is outside the coverage area of the Muskogee P25 system but will inter-operate with other users on the system</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	
<b>Braggs MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Braggs MOU</li> <li>Reasons: Braggs is within the coverage area of the Muskogee P25 system and will inter-operate with other users on the system</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	
<b>Haskell MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Haskell MOU</li> <li>Reasons: Haskell is within the coverage area of the Muskogee P25 system and will inter-operate with other users on the system</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	
<b>Oktaha MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Oktaha MOU</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
	<ul style="list-style-type: none"> <li>Reasons: Oktaha is outside the coverage area of the Muskogee P25 system but will inter-operate with other users on the system</li> </ul>			
<b>Taft MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Taft MOU</li> <li>REASONS: Taft is within the coverage area of the Muskogee P25 system and will inter-operate with other users on the system</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	
<b>Webber Falls MOU</b>	<ul style="list-style-type: none"> <li>RECOMMEND: Approval of the Taft MOU</li> <li>REASONS: Webbers Falls is within the coverage area of the Muskogee P25 system and will inter-operate with other users on the system.</li> </ul>	Motion: KS 2 <sup>nd</sup> : LT	Pass	
<b>Oklahoma County Sheriff's Office</b>	<ul style="list-style-type: none"> <li>REQUEST: Oklahoma County Sheriff's Office requests to turn the gateway to their main channel back on.</li> <li>RECOMMEND: Approve the Gateway operation.</li> <li>REASONS: OCSO used to have this link active all the time, but was told to shut the link off some time in the past before the OKC site was upgraded to 17 channels. They have had requests from Troopers and other agencies to turn the link back on. Now that OCSO is moving their operations to the OKWIN system, it makes sense that this link should be up to tie their UHF system main channel into the talk-group set aside for them in the PSDM. We have spoken with Martin Vinson about the technical details of the gateway and we do not feel it poses any sort of technical issue to the system. OCSO also has made a request to turn on their remaining talk-groups. They currently use 9 channels for their operations, but only</li> </ul>	Motion: MS 2 <sup>nd</sup> : KS	Pass	This request was approved under the condition that OKWIN reserves the right to disable the OKWIN to UHF patch upon assessing the impact to Site 8 of the OKWIN network

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
	have four (4) talkgroups on the system. The Technical Advisory Board is looking at site loading for the primary talk-group before we make recommendations for the other talk-groups.			
DEA	<ul style="list-style-type: none"> <li>REQUEST: The DEA is requesting access to OKWIN for primary operation</li> <li>RECOMMEND: Approval of the DEA MOU</li> <li>REASONS: DEA will use the system to interoperate with many agencies already on the system.</li> </ul>	Motion: JR 2 <sup>nd</sup> : KS	Pass	
DEA	<ul style="list-style-type: none"> <li>REQUEST: The DEA is requesting four (4) state-wide digital-encrypted talk-groups</li> <li>RECOMMENDATION: The Technical Committee does not recommend approve the talk-group request</li> <li>REASON: The DEA currently has UHF frequencies to conduct daily business. They really want to use the system for interoperability, but see the benefits of using the system for day-to-day business so it would be "nice to have." The DEA coverage is limited in the NW and SE areas of Oklahoma, just as the OKWIN system is limited. So there is no great increase in coverage area for them. Also, the DEA plans on using a new VHF system planned in the future and then only maintaining a presence on the OKWIN system for interoperability.</li> </ul>	Motion: 2 <sup>nd</sup> :	Fail	The Executive Committee agrees with the Technical Committee's recommendation. DPS is going to follow up with the DEA to clarify their talkgroup request. An update will be provided at the next Technical Committee call scheduled for July 29 <sup>th</sup> .
Canadian County	<ul style="list-style-type: none"> <li>REQUEST: MOU Canadian County</li> <li>RECOMMEND: Approve the Canadian County MOU</li> </ul>	Motion: DL 2 <sup>nd</sup> : JR	Pass	

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
	<ul style="list-style-type: none"> <li>REASON: Canadian County is within the coverage footprint of the Geary and OKC sites.</li> </ul>			
<b>Canadian County Sheriff's Office</b>	<ul style="list-style-type: none"> <li>REQUEST: The Canadian County Sheriff's Office is requesting two (2) talk-groups</li> <li>RECOMMEND: Approve two talk-groups for use as Canadian County SO Main and Canadian County SO Tactical. The talk-groups should be active on the Geary and OKC (Site 8) sites</li> <li>REASON: The Geary site can handle the loading of the Sheriff's Office. Although the talk-groups should also be allowed on the OKC site, the radios should be programmed with the OKC site (Site 8) set to "least preferred" which will force the radios to actively look for another available site if they happen to roam over to the OKC simulcast.</li> </ul>	Motion: DL 2 <sup>nd</sup> : KS	Pass	
<b>Canadian County</b>	<ul style="list-style-type: none"> <li>REQUEST: The Canadian County Emergency Management is requesting one (1) talk-group.</li> <li>RECOMMEND: Do not approve</li> <li>REASON: Canadian County EM will mainly use the talkgroups to interoperate with other EM agencies. Canadian County EM has 4 radios and can use the SMA's, RMA's, SEMA 3 and SEMA 4 and the recently created five (5) REMA talk-groups for interoperability and day to day operations.</li> </ul>	Motion: 2 <sup>nd</sup> :	Fail	Executive Committee recommends tabling this motion until the Oklahoma Emergency Management Association Technical and Process Committee reviews the proposed five (5) Central REMA talk-groups on August 5 <sup>th</sup> . Don Lynch will report back to the OKWIN Executive Committee of their recommendations on August 19 <sup>th</sup> .

6. General Discussion and New Business

- RMA/SMA Policy (Discussion tabled for future call)
- Contact Decision Tree (Discussion tabled for future call)
- DEA ASK Discussion (Discussion tabled for future call)

7. Upcoming Meetings

- Executive/Technical Committee

- i. August 5, 2011
  - b. Executive Committee
    - i. August 19, 2011
    - ii. September 9, 2011
  - c. Technical Committee
    - i. July 29, 2011
    - ii. August 26, 2011
- 8. Adjournment

#### **Action Items**

1. Don Lynch will report the OEMA Technical and Process Committee's recommendations upon reviewing the proposed five (5) Central REMA talk-groups on August 19<sup>th</sup>.

#### **Additional Information**

1. Total Radio and Muskogee Communications have both submitted requests for access to the Advanced System Key ("ASK")