

# Oklahoma Wireless Information Network

## Executive/Technical Committee

October 14, 2011

### Meeting Minutes

<u>Present</u>	<u>Absent</u>	<u>Member</u>	<u>Organization</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Matt Stillwell	City of Edmond
<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Meadows	City of Edmond
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lance Terry	City of Norman
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Scott Walsh	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"/>	Danny Dillon	City of Shawnee
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Kevin Shoemaker	City of Tulsa
<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Geddie	City of Tulsa
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Joe McElfish	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

N/A

#### Meeting Notes

1. Call to Order
2. Roll Call
3. Approval of Minutes, September 16, 2011
4. Review Recommendations from Technical Committee

<b>ENTITY</b>	<b>BACKGROUND</b>	<b>ACTIVITY</b>	<b>PASS/FAIL</b>	<b>NOTES</b>
<b>Eagle MED MOU</b>	<ul style="list-style-type: none"> <li>• REQUEST: Eagle MED is requesting access to OKWIN</li> <li>• RECOMMENDATION: Approve Eagle Med's MOU</li> </ul>	Motion: DD 2 <sup>nd</sup> : JR	Pass	
<b>Wanette Fire MOU</b>	<ul style="list-style-type: none"> <li>• REQUEST: Wanette Fire is requesting access to OKWIN</li> <li>• RECOMMENDATION: Approve Wanette Fire's MOU</li> </ul>	Motion: DD 2 <sup>nd</sup> : JR	Pass	
<b>Pott. County Health Department MOU</b>	<ul style="list-style-type: none"> <li>• REQUEST: Pottawatomie County Health Department is requesting access to OKWIN</li> </ul>	Motion: DL 2 <sup>nd</sup> : MS	Pass	

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
	<ul style="list-style-type: none"> <li>RECOMMENDATION: Approve Pottawatomie County Health Department's MOU</li> </ul>			
<b>District Attorney's Council ("DAC") MOU(s)</b>	<ul style="list-style-type: none"> <li>REQUEST: The District Attorney's Council is requesting access to OKWIN for District's 3, 5, 6, 10, 12, 13, 16, 21, 22, 23, 24, 25 and 27.</li> <li>RECOMMENDATION: Approve the District Attorney's Council's MOU(s) for District's 3, 5, 6, 10, 12, 13, 16, 21, 22, 23, 24, 25 and 27.</li> </ul>	Motion: SW 2 <sup>nd</sup> : JR	Pass	
<b>Absentee Shawnee Tribal Talkgroup</b>	<ul style="list-style-type: none"> <li>REQUEST: The Absentee Shawnee Tribal Police are requesting one digital Talkgroup for tactical use. They use the Pottawatomie County Sheriff Talkgroup for dispatch so this does not change the way they are currently dispatched. This talkgroup would be active on the Shawnee site (Site 5), Pink Site (Site 6) and Norman Site (40).</li> <li>RECOMMENDATION: Approve Pottawatomie County Health Department's MOU</li> </ul>	Motion: DL 2 <sup>nd</sup> : SW	Pass	
<b>Town of Langston Police Department</b>	<ul style="list-style-type: none"> <li>REQUEST: The Town of Langston is requesting access to OKWIN.</li> <li>RECOMMENDATION: Approve the Town of Langston's MOU.</li> </ul>	Motion: JR 2 <sup>nd</sup> : SW	Pass	
<b>St. Francis Hospital</b>	<ul style="list-style-type: none"> <li>REQUEST: St. Francis Hospital is requesting the ability to allow Mototrbo access to OKWIN</li> <li>RECOMMENDATION: Deny request on the premise that Mototrbo subscriber equipment does not comply with OKWIN's minimum standards for subscriber equipment.</li> </ul>	Motion: JR 2 <sup>nd</sup> : SW	Fail	
<b>OKWIN</b>	<ul style="list-style-type: none"> <li>REQUEST: Official pronunciation for "OKWIN" is "OAK-WIN".</li> <li>RECOMMENDATION: Approve "OAK-WIN" as official pronunciation</li> </ul>	Motion: LT 2 <sup>nd</sup> : JR	Pass	

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
<b>Failsoft Assignment</b>	<ul style="list-style-type: none"> <li>• REQUEST: OKWIN currently does not have a system policy for setting failsoft frequencies in subscriber radios. It is proposed that we adopt the following template to standardize all IR Sites:   Channel 1: (Not Used)  Channel 2: (Not Used)  Channel 3: Assigned to all Police agencies (Similar to PSDM template)  Channel 4: Assigned to all Fire agencies (Similar to PSDM template)  Channel 5: Assigned to all EMS and EM agencies  Channel 6: Reserved for large primary users of the site (e.g. prisons, sheriff's office etc..)  Channel 7: Reserved for large primary users of the site   The simulcast sites will need to be defined separately.</li> <li>• RECOMMENDATION: Table for additional discussion at next OKWIN Technical Meeting.</li> </ul>	Motion: JG 2 <sup>nd</sup> : DD	<b>Tabled</b>	
<b>Emergency Button Activation</b>	<ul style="list-style-type: none"> <li>• REQUEST: OKWIN does not have a standard way to program subscriber's emergency buttons for the 2<sup>nd</sup> touch of rebanding.</li> <li>• RECOMENDATION: Approve the following Emergency Button Activation as defined: <ol style="list-style-type: none"> <li>1. Emergency buttons will be active for all Police, Fire and EMS agencies</li> <li>2. Emergency buttons will be programmed to revert talkgroups to the main talkgroup of the agency that owns the radios.</li> <li>3. If the talkgroup does not exist on a wireline console, agency Consolettes shall be programmed to dispay the Emergency so that the</li> </ol> </li> </ul>	Motion: LT 2 <sup>nd</sup> : None	<b>Tabled</b>	Emergency Button configuration will be discussed in further detail at the next OKWIN Technical Committee Meeting. Lance Terry strongly recommends each member bring recommendations to the meeting to ensure that this issue is resolved sooner than later.

ENTITY	BACKGROUND	ACTIVITY	PASS/FAIL	NOTES
	agency is notified upon emergency button activation even if the talkgroup does not exist on a system console.			

5. General Discussion and New Business
  - a. NIMS compliance for access to OKWIN (Tabled for next meeting)
  - b. APX 6000 Certification (Tabled for next meeting)
6. Upcoming Meetings
  - a. Executive Committee:
    - i. October 28, 2011
  - b. Technical Committee:
    - i. October 21, 2011
7. Adjournment

**Additional Information**

1. [www.publicsafetytools.info](http://www.publicsafetytools.info) is available to check the status of Narrowband licenses in VHF and UHF