

**Meeting of the STARCOMM Executive Board
with Technical Committee
November 7, 2017**

STARCOMM Executive Board Members Present

Sara Beatty, Communications Center Director, Union County
Tom Everett, Fire Chief, Sioux City
Chris Kleinberg, Sheriff, Dakota County
Dan Limoges, Sheriff, Union County
Ed Mahon, Police Chief, South Sioux City, Nebraska
Rex Mueller, Police Chief, Sioux City
Scott Pack, Police Chief, Sergeant Bluff

Absent

Rocky De Witt, Supervisor, Woodbury County Board of Supervisors
Dave Drew, Sheriff, Woodbury County
Chris Kleinberg, Sheriff, Dakota County
Richard Headid, Police Chief, North Sioux City, South Dakota
Bob Scott, Mayor, Sioux City

STARCOMM Technical Committee Members Present

Mark Aesoph, Fire Marshal, Sioux City Fire Rescue
Gary Brown, Director, Woodbury County Disaster & Emergency Services
Tony Carpenter, Calhoun Communications
Stacy Geesaman, Electronic Engineering
John Obermeyer, Communications Technician, Sioux City Police Department
Scott Pack, Police Chief, Sergeant Bluff
Glenn Sedivy, Director, Woodbury County Communications Center

Absent

Doug Bock, Network Manager, WCICC-IT
Don Groves, Jail, Woodbury County Sheriff's Department
Paul Hansen, Electronic Engineering
Greg Koinzan, Police Officer, South Sioux City Police Department
Roger Kriesler, Calhoun Communications
Eric Larson, Electronic Engineering
Scott Main, Electronic Engineering
John Malloy, Information Services Director, WCICC-IT
Andrew Pattison, Electronic Engineering
Ray Roggow, Emergency Manager, Union County
Greg Stallman, Deputy, Woodbury County Sheriff's Department

Also Present

Dave Gordon, Motorola Representative
Wendi Hess, Ops Supervisor, Woodbury County Communications Center
Mike Mussett, Motorola Solutions

Item 1 Meeting Called to Order

The November 7, 2017 STARComm Executive Board Meeting was called to order by Acting Chair Person Tom Everett at 1007.

Item 2 Approve Minutes of May 3, 2017 Meeting

Ed Mahon made a motion to approve the minutes of the May 3, 2017 meeting, seconded by Scott Pack. All voting aye, motion carried.

Item 3 Chairperson Appointment due to Chief Doug Young's Retirement

Tom Everett asked for interested parties to make themselves known. It was decided to return to this agenda item later in the meeting.

Item 4 Update From Motorola on STARComm Radio Coverage Issues and Connection to the State of Iowa ISICS System

Glenn provided the update. Since connecting to State core, mainly Woodbury and Dakota Counties have been experiencing coverage issues. Mike Mussett reported two issues: a coverage issue and a perceived coverage issue. Perceived coverage issues are audio holes, audio is being sent and not coming back. The user is not aware that no one hears them. Normally during coverage issues the radio will honk at you. In this case, the radio is silent, it is transmitting, but not being processed. A Motorola team plans to visit multiple locations next week to troubleshoot. It could be a channel issue, three channels were added for the State increase, the ICN connection to the State core, a site issue, a comparator issue, or other.

Homer Tower was hit by lightening and was repaired. AT&T and east tower were swept. The two Sioux city sites were not swept

Stubby antennas are being used and should not be, only the longer standard antennas should be used. The stubby antenna knocks the signal down by a 4.5 decibal move, which is substantial. Stubby's are single band antennas.

Chris Kleinberg, Dakota County, indicated his department is now using old apex handhelds due to digitizing. Mike Mussett indicated what they are hearing are artifacts. Dropped audio would be silent. Artifacts is an outbound issue, base talking to subscriber.

Mark Aesoph indicated Sioux City Fire Rescue completed acceptance tests in buildings and routinely receives a lot more artifact with encryption. Mike Mussett will have team check on that and does not believe it is a programming issue.

Glenn asked if diversity receive antennas would help. Receive antennas would only affect anything going from subscriber back to system. The change would be subtle and not worth the investment.

Scott Pack asked if other counties were experiencing issues. WestComm and Dallas are connected to the core. Motorola said WestComm has not experienced issues, however, the core is on their microwave ring, they do not have the ICN connection. Dallas is currently running on the ICN connection and Motorola has not been contacted

about any issues, but their geography is more compact; they could lose an entire tower site may not experience coverage issues.

Glenn asked if there is a target date to be connected by microwave or other than ICN. Not date currently. Many towers are still under construction and Mike cautioned about turning power on those towers. Without microwave connectivity, they will go into site trunking. Gary Brown asked if it is possible to disconnect the core and allow site trunking. That could be a possibility, but if the core were disconnected and went into site trunking, link connectivity to the consoles would be lost. Glenn indicated the Comm Center is still designed to operate totally on control stations if necessary. That would be one way to eliminate the core being an issue.

Woodbury County Sheriff's department is having coverage issues in the southeast corner of the county.

Chris Kleinberg is using Tri-band antennas on mobiles; 8500's cannot separate their antennas, the 7500's can. Tri-band antennas won't fit in a garage. At this point Motorola did not recommend a change.

Tom Everett instructed users to email Glenn coverage issues so he may develop a comprehensive list prior to Motorola coming. Glenn will provide a Motorola standard template to fill out.

John Obermeyer would like Motorola to participate in the Tech meeting Tuesday, November 14, or move meeting to accommodate the team's arrival. The Team will be notified.

Lapel Mic Audio Issues

The lapel mic is activated by the button on the lapel mic, the mic on the portable is activated by push-to-talk on the portable. Whichever button is pushed is which mic is activated.

Priority Scan

Gary asked if radios were programmed so that when "off hook" the user reverts to whatever channel is set on their radio. Some deputies prefer to scan when they're "off hook," the problem is when you do that and key up the radio that channel is not accessed. If it's "hooked," it should be scanning, and when it's "off hook," it should be on the selected resource.

State Patrol

Gary asked if the State Patrol and DOT were programmed to talk with STARComm. Glenn reissued their old XLT handheld radios and reprogrammed them with dynamic talk groups, however, once the system is on full TDMA, those radios will no longer function. They have new TDMA radios but the State Patrol won't allow STARComm talk groups programmed into them. It was suggested Chief Rex Mueller reach out to DOT and discuss this. John Obermeyer indicated DOT's car-to-car VHF frequencies are programmed into SCPD radios.

The DNR has authorized Glenn to program their radios with STARComm talk groups.

Agenda Item 5 Motorola Maintenance Contract – Board Action Required

Dave Gordon indicated the current service agreement had expired at the end of September 2017, but was still being honored. The Service Agreement will ensure, going forward, now that STARComm is connected to the State core and no longer utilizes the STARComm core, that all quantities match in the system, and covers all dispatch changes for Union County, South Sioux, and Woodbury. Inventory was reviewed. Pricing coterminous with the State on a 12-year cycle; when the state upgrades, STARComm will upgrade. The State is currently at Astro 7.16, when the State upgrades to 7.18, STARComm would also upgrade to 7.18, to stay in sync with the State core. STARComm always had maintenance contracts but never service upgrade agreements. This keeps the system up to date with software and hardware at the sites along with comm center equipment at all three comm centers.

Gary asked about expected life of the 7500's. There is currently not an expected cancellation date. Motorola would support 5 to 7 years after end of life has been announced.

Users have been paying and budgeted for the Motorola contract in the amount of \$227,717 but have not paid since September as contract expired. The first year, starting now, would be \$207,000 with over \$20,000 in savings under the current budget and will take 4 years to get to what is currently being paid. This not only allows savings over the next few years but allows knowing what the budget will be over the next 12 years. Glenn feels it was a problem to not be able to keep the system upgraded. The maintenance contract would be higher if the core still existed. The core was many releases behind and would have needed software upgrades.

Glenn will determine how to decommission the old core as it is still powered up but not connected to anything. Joel with Motorola indicated it must go through a process to cycle down.

Glenn made a recommendation to move forward with the 12-year Service Agreement which puts STARComm in line with the State of Iowa contract. Motorola changed the Service Agreement date to November 22, 2017. Everyone had been emailed the contract and should review in the interim.

Motion Item 5 Motorola Maintenance Contract – Board Action Required

Ed Mahon made a motion to accept and move forward with the Motorola 12-year Service Agreement Contract, seconded by Chris Kleinberg. All voting aye. Motion carried.

Item 5 Proposed First Amendment to the Public Service Radio System Governance Agreement

The First Amendment to the Public Service Radio System Governance Agreement was emailed to all Board members. This amendment has not yet been to the Sioux City Attorney or County Attorney. Glenn wanted to be certain there weren't any additional

changes before submitting. The amendment addresses which agency now performs billing duties and other changes.

Ed Mahon pointed out the spelling of Nanci Walsh, City of South Sioux City City Clerk is misspelled; Nanci should be with an "i" not a "y." Change noted.

Wendi requested to change the billing of user agencies to quarterly rather than monthly. User agencies should determine if quarterly is acceptable. The Board will submit any further changes to Glenn. The Agreement also must be sent to the Attorney Generals of Iowa, Nebraska and South Dakota once it is finalized.

Item 7 Current FY18 Budget Update

There was a carryover from the FY17 budget of \$78,016. The Sioux City Mayor suggested instead of writing each agency a check, reduce the request for payment from this year's budget.

This change may need to be reflected in the governance agreement as to how business is conducted.

Billing on actuals ceased and began coinciding with the budget. Wendi is currently sending each agency a bill every month, the exact same amount, one month in advance.

Projects

Glenn mentioned improvements project items, like upgrading 4 non-TDMA radios located on STARComm Mobile, upgrades at tower sites, antennas, lines, etc., things that should be paid out of reserves.

STARComm also has a \$50,000 per incident insurance deductible. Each agency would be required to provide their share for unexpected expenses. For example, there was lightening damage at Homer site.

It is necessary to upgrade the Alcatel microwave radio system that keeps all sites communicating with each other. It is about 14 years old. The infrastructure was upgraded within the sites which break the circuits back out with the jumbo equipment. The microwave will only be supported for another 6 or 7 years. It will cost \$80 to \$90,000 a link, depending on which platform.

Chris Kleinberg asked where the State comes in in the event of a catastrophic event. Gary explained STARComm maintains ownership and responsibility of the actual physical structures of the towers. The State of Iowa is taking STARComm to the latest versions and upgrading sites to be on our towers.

Tom Everett requested Glenn put together a project list and assign a dollar amount with the intention of maintaining a reserve to pay for these projects. The Board will address further at the next meeting.

Item 8 Proposed FY19 Budget

Proposed July 1, 2018 through June 30, 2019 Budget. The biggest change is the radio maintenance contract, from \$227,717 down to \$214,479. Expenditures decreased from \$377,308 to \$364,070. Wendi upgraded the revenue we are currently receiving. Additions increased revenue from \$89,828 to \$97,284.

Wendi mentioned there are descriptions within the financial system in the County, one being "Maintenance Contracts." The Motorola maintenance contract expenses have been assigned to a "Radio and Related Equipment" line. Wendi would like to pay the maintenance contract bill from the "Maintenance Contract" line item. Is it acceptable for Glenn and Wendi to move the expense to the correct line item, which will have no effect on the actual budget numbers? The Board authorized Wendi's request.

Motion to Approve FY19 Budget

Scott Pack made a motion to approve the proposed FY19 budget, seconded by Ed Mahon. All voting aye, motion carried.

Letters will be sent to each agency's governing body requesting approval.

Item 9 Update on Radio Programming Issues

All radios will need to be reprogrammed. It was decided to reprogram in February as the original fleet map was missing a couple counties. The current talk group ID's all radios are programmed with are no longer valid. All programming code plugs for every department must be modified with new talk group ID's. Fortunately, this was discovered before programming all Woodbury County Fire pagers and radios. Radios must be reprogrammed at the same time, they cannot be phased in.

Item 3 Chair Person Appointment due to Chief Doug Young's Retirement

Due to Doug Young's retirement, a new Chair is necessary. Tom Everett volunteered to fill the Chair position for a year.

Ed Mahon made a motion to accept Tom Everett to fill the Chairperson vacancy due to Doug Young's retirement, seconded by Scott Pack. All voting aye, motion carried.

Item 10 Open Items

South Sioux

Nothing additional.

Sioux City

John Obermeyer and Greg with Motorola discussed designing a distributed antenna system for the new Perry Creek School off Hamilton Blvd. to remedy coverage issues. John requested Motorola's assistance and Mike indicated there are different solutions.

Mark Aesoph mentioned that buildings testing okay in the past are now having inside coverage issues. From a code standpoint Mark needs to decide is this the best it is going to be and when will that be determined. One building just opened and Mark is hesitant to order them to spend money on a system if in a month from now the

STARComm system is going to produce the required results inside. The school building experienced issues prior to the switch-over to the State core, so either way that building is a problem.

Dakota County

Nothing additional.

Sergeant Bluff

Nothing additional.

Comm Center

Nothing additional.

North Sioux

Nothing additional

Union County

Sara Beatty is the new 911 Director for Union County. Welcome Sarah.

Item 11 Motion to Adjourn

Chris Kleinberg made a motion to adjourn, seconded by Ed Mahon. All voting aye. Meeting adjourned at 1127 hours.