TRWC Board of Directors Meeting
October 5, 2023 - 2:00 p.m.
Gilbert Public Safety Training Facility
Apollo Room
6860 S Power Rd
Gilbert, AZ 85295

Members of the public may address the Board on any item. Please complete a "Request to Speak Card", located at the entry of the room and promptly turn it in to the Executive Director or designee prior to the beginning of the meeting. There is a time limit of three minutes for comments.

Agenda

1) Call to Order and Opening Comments

   a. Materials and sign-in sheet
   b. Speaker cards
   c. Audio and video recording
      Chair Busby called the meeting to order and welcomed the attendees. He also provided instructions on the process for public comment and reminded the participants the meeting is audio recorded.
   d. Board representative attendees: Chair Busby, Vice Chair Leah Rhineheimer, Director Butler, Director Smith, Director Mooney, Director Stewart, Director Krushak

2) Public Comment

   Members of the public may address the Board on items not on the printed agenda. Please complete a "Request to Speak Card", located at the entry of the room and promptly turn it in to the Executive Director or designee prior to the beginning of the meeting. There is a time limit of three minutes for comments.

   No public comment requests were received.

3) Discussion and Action on Board Meeting Minutes

   There were no questions or comments on the Board Meeting Minutes for January 17, 2023. Director Smith motioned for an approval of the minutes and Director Butler second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.

4) Discussion and Action on Election of Board Vice Chair – Executive Director Shaw

   No solicitations for Vice Chair had been received; Chair Busby asked for a motion for Vice Chair Rhineheimer to continue in her role for another two-year term. Director Butler motioned and Director Smith second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously. The Board thanked Vice Chair Rhineheimer for her service.

5) Executive Committee Updates – Co-Chair Chief Duggan

   Co-Chair Duggan stated that one of the Executive Committees top discussions has been the preliminary budget. The Committee worked through the process and made sure everyone understood the carryovers and projects.

Co-Chair Duggan stated that the Executive Committee had a meeting with several Motorola Stakeholders regarding customer service and as a result service levels have improved. Motorola also agreed to quarterly meetings with TRWC representatives.

The Executive Committee discussed the System Expansion and how it might impact the different providers and vice versa. Radio Amplification systems was another policy discussion that was reviewed and approved by the Executive Committee. The last ongoing discussion was regarding bringing Fountain Hills on as a partner. They reviewed the region, the impact that will happen, and the process to bring them on with the TRWC.

6) Action on Policy Manual Updates – System Expansion and Radio Amplification Systems – Executive Director Shaw, Lieutenant King, Chuck Craig

Executive Director Shaw reviewed the System Expansion Funding Policy with the Board of Directors explaining that the purpose of this policy is to establish the methodology for preparing member cost distribution associated with TRWC radio system expansion. There were no questions or concerns from the Board. Chair Busby asked for a motion for approval of the System Expansion Funding Policy. Director Butler motioned for approval and Director Smith second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.

Mr. Craig reviewed the Radio Amplification Systems Policy with the Board of Directors explaining that this policy is to provide standards for the deployment of radio amplification systems to improve radio signal coverage inside of buildings and underground spaces on the TOPAZ Regional Wireless Cooperative (TRWC) network. Chair Busby asked for a motion for approval of the Radio Amplification Systems. Director Smith motioned for approval and Director Bulter second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.

7) Discussion and Possible Action on the FY 24/25 Preliminary Budget – Executive Director Shaw, Angie Huckaby

Ms. Huckaby and Mr. Craig reviewed the FY 24/25 Preliminary Budget with the Board of Directors. The TRWC Executive Director and Executive Committee endorsed the presented budget for consideration for adoption of the Preliminary TRWC Budget in the amount of $8,985,836 for Fiscal Year 2024/2025. Chair Busby opened the discussion for any questions and comments. Vice Chair Rhineheimer asked Mr. Craig to review the 7% escalation factor on the Capital Plan and asked if they thought that was adequate for the coming year. Mr. Craig replied that at this time it is adequate but will review the costs throughout the year and if he feels the budget will need more he will revisit with the Board. There were no more questions or concerns from the Board. Chair Busby asked for a motion to adopt the FY 24/25 budget. Director Smith motioned for approval and Director Gardner second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.

8) Discussion and Action on Admission Request for Fountain Hills – Executive Director Shaw

Executive Director Shaw reviewed the Fountain Hills TRWC Admission Request. He explained that Fountain Hills is establishing a town-owned and operated Fire Department and has contracted with the City of Mesa to provide dispatch services. In conjunction with this, Fountain Hills has requested admission to the TRWC. Staff, in coordination with the TRWC Executive Committee, have worked with Fountain Hills to identify the optimal approach to support its communications needs. The staff is comfortable that the Fountain Hills admission will be mutually beneficial for the TRWC members and the larger region. This admission will be subject to some conditions. Chair Busby asked for approval of acceptance of the application as well as approving their membership referencing the staff information and all the conditions that are outlined. Director Smith motioned for approval and Director Bulter second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.

9) Network Administrator Updates

a. Finance Update – Angie Huckaby

Ms. Huckaby reviewed the current FY budget including Operations and Maintenance, Capital, and Capital Projects.

b. Network Updates and Performance Overview – Chuck Craig

Mr. Craig reviewed the expansion projects, general operations, router replacement project, security audit, and the operations summary.

There were no questions or concerns from the Board.

10) Comments from the Board

An opportunity will be provided for Board members to present a brief summary of current events. The Board is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed for legal action.

Vice Chair Reinheimer commented by saying she hoped that the Board members and staff enjoyed the new Gilbert facility location for the Board meeting and that Gilbert is happy to host again.

11) Future Board of Directors Schedule

Date	Upcoming Agenda Items
January 2024	Canceled
May 2024	
Sept 2024	Budget Adoption

12) Recognition and retirement of Bill Anger – Executive Director Dale Shaw

Executive Director Shaw recognized and thanked William Anger for his time with the TRWC and his vital role as our Legal Representative.

13) Adjournment

Chair Busby asked for a motion to adjourn the meeting. Director Smith motioned for adjournment and Director Bulter second the motion. All Board members who were in favor signaled by saying aye; there was no opposition, the motion passed unanimously.