

MEETING NOTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
REGIONAL COMMUNITY NETWORK WORKING GROUP

September 2, 2009
MAG Office
302 North First Avenue
Phoenix, Arizona

ATTENDEES

**Debbie Albert, Glendale
Lydia Warnick, ADOT
**Debra Bieber, Chandler
Ron Amaya, Peoria
Brian Moberly, Surprise
**Ajay Yoshi, Gilbert
Israel Lopez, MCDOT

Ryan Gish, ADOT
David Haines, Kimley Horne
Bob Grondsky, ENS
Craig Chenery, MAG
Sarath Joshua, MAG
Kiran Guntupalli, MAG
Audrey Skidmore, MAG

**Participated via telephone conference call.

1. Welcome

The meeting was commenced at 8:33 a.m. by Debbie Albert. All working group members introduced themselves.

2. Report on RCN Phase 1A

Lydia Warnick of ADOT provided a brief update on Phase 1A of the RCN project. For the fiber and conduit project, Lydia stated that ADOT Vision is currently performing walkthroughs.

For the Active Electronics project, ITS Engineers have performed site surveys at sixteen locations. Reed Condie of ITS Engineers has distributed an updated IP addressing scheme. The subnet mask was changed from 23 to 24.

The network equipment has been received, inspected and configured in the test environment. A demonstration was held on September 14th.

3. Camera Chameleon Update

Ryan Gish of ADOT is currently drafting a request for contact information from member agency's to determine information on current Camera Chameleon installations. Debra Bieber asked if it will be the same information that Kimley Horne had previously collected. Sarath

stated that the information for that study was for ITS architecture. Ryan added that this goes into more depth than the previous study.

4. Draft review of Roles and Responsibilities

Sarath Joshua stated that the draft document has been sent out and responses are due back by September 25th. Sarath stressed the importance of separating the roles of the Network Manager and the Contract Manager. He stated that the document needs to reflect these roles. Sarath added that for the project to be successful, a reporting structure is needed. Sarath and Audrey clarified how the MAG funding process works.

Discussion was held on how the work order tracking system would handle varying types of fiber repair and active electronics repair calls.

5. RCN Governance discussion

Discussion was held on how contractors would be able to access the RCN equipment at each member agency. Audrey agreed to investigate possible agreement types for allowing access to agency facilities. If appropriate, she agreed to create a draft questionnaire for site access to distribute to the group for review.

6. Discussion items for next meeting

Subjects for discussion include an update on the project, draft review of the Roles and Responsibilities document, a Camera Chameleon testing update and a discussion on section one of the roles and responsibilities document.