

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

April 1, 2009
MAG Office
302 North First Avenue
Phoenix, Arizona

ATTENDEES

Debbie Albert, Glendale, Co-chair
Lydia Warnick, ADOT
Marshall Riegel, Phoenix
**Ajay Joshi, Gilbert
**Randy Jackson, Surprise
Ron Amaya, Peoria
**Brian Moberly, Surprise
Faisal Saleem, MCDOT
Jeffrey Pourier, ENS
Bob Grondsky, ENS
Reed Condie, ITS Engineers

Israel Lopez, Maricopa County
Ryan Gish, ADOT
Brian Quinn, ADOT
David Haines, Kimley Horn
Craig Chenery, MAG
Audrey Skidmore, MAG
Sarath Joshua, MAG
Kiran Guntupalli, MAG
Leo Luo, MAG
Rita Walton, MAG

**Participated via telephone conference call.

1. Welcome

The meeting was commenced at 8:30 a.m. by Randy Jackson. All working group members introduced themselves.

2. Report on RCN Phase IA

Lydia Warnick of ADOT provided a brief update on Phase IA of the RCN project. Lydia stated that PDI has nearly completed the GPS inventory and is awaiting delivery of the number nine pull box that is part of the change order. New fiber is expected to be installed in Peoria on the week of April 11th. Lightspeed will be testing the new fiber and the results will be sent to Kimley Horn for review.

For the Active Electronics project, ADOT and Kimley Horn are meeting with ITS Engineers and ENS and are continuing to resolve contractual issues. A partnering kick off meeting was held on April 13th. Representatives from ITS Engineers and ENS will be visiting the RCN sites to take inventory and perform final design activities to ensure that the equipment ordered is compatible with the local jurisdictions.

3. RCN Governance

Audrey Skidmore provided an update on the governance structure to be recommended for the project. The structure under evaluation is similar the one currently used for the MAG 911 system. This will allow decisions such as adding new services to be approved in a faster time frame. Audrey stated that draft was approved by the TRC. The next step is to take the document to the Management Committee and Regional Council in April.

4. Consultant support for Roles and Responsibilities document

Sarath Joshua stated that a fee proposal has been requested and received from TransCore. It is currently going through the procurement process and the consultant should be on board by the end of April. After the sixteen week project, TransCore will deliver the finalized roles and responsibilities document. Once the draft document has been received, a workshop will be held. The consultant will attend the workshop with the RCN Working Group to discuss comments and solutions and after the workshop; the consultant will further revise the document to fill the identified gaps. The working group will have the opportunity to review the new draft and will participate in a review without the consultant present.

5. Task prioritization

Debbie Albert listed some of the current tasks. This list includes monitoring the status of Phase IA, operations and maintenance, listing functional requirements for the RCN, network management responsibility, IP configuration and schemes, bandwidth reservations, identify last mile connections and prioritizes adding additional agencies to the network, moving forward with formal agreements on the operations and maintenance of the RCN and update Phase IB plans and identify funding for Phase IB. It was agreed that the number one priority is to complete the roles and responsibilities document. Next steps are to determine maintenance agreements that are available and agency levels of expectations.

David Haines addressed the broadband stimulus funds that may be available to the RCN project. MAG staff were asked to research further.

6. Camera Chameleon update

Israel Lopez addressed a security concern with Camera Chameleon. He also stated that drivers on all systems will need to be consistent. Ryan Gish of ADOT offered support including installation support and driver upgrades

7. Discussion items for next meeting

Debbie Albert stated that Faisal Saleem will be the co-chair until the July meeting. Subjects for discussion include an update on the project and governance, status of the Roles and Responsibilities document, Camera Chameleon update and task prioritization.