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October 8, 2013

The Honorable John Kavanagh, Chair
Joint Legislative Budget Committee
Arizona House of Representatives
1700 West Washington St.
Phoenix, AZ 85007

The Honorable Don Shooter, Vice Chair
Joint Legislative Budget Committee
Arizona State Senate
1700 West Washington St.
Phoenix, AZ 85007

Dear Representative Kavanagh and Senator Shooter:

Pursuant to A.R.S. § 41-3542(C), the Arizona Department of Administration (ADOA¹) is pleased to submit its FY2013 annual report of expenditures and progress of the Public Safety Communications Advisory Commission (PSCC or Commission), including a review of staff operations, to the Joint Legislative Budget Committee (JLBC). This annual report covers the activities of the Public Safety Interoperable Communications Office (PSIC), the PSCC and the Statewide Interoperability Executive Committee (SIEC), which is the operational/technical subcommittee of the PSCC.

The PSCC was established to make recommendations to PSIC on the development of standards-based systems that provide interoperability of public safety agencies' communications statewide. PSIC, PSCC and SIEC help to ensure that Arizona's public safety personnel, at all levels of government and within non-governmental organizations, have access to quality interoperable communication systems, are adequately trained, and utilize such systems effectively in multi-disciplinary, multi-jurisdictional incident response.

Emergency responders need to share vital voice and data information across disciplines and jurisdictions to successfully respond to critical emergencies as well as day-to-day incidents. Emergency responders must be able to communicate (via voice and data paths) as needed, on

¹ Please see Attachment I: Definitions of Acronyms for a complete list of acronyms used in this report.

demand, as authorized, and at all levels of government and across all disciplines. With more than 500 fire, police, and emergency medical service agencies in Arizona responding daily to emergency and life-threatening incidents, public safety communications interoperability is a significant challenge.

Compatible technology between jurisdictions alone will not make an agency interoperable; the jurisdictions must connect policies, procedures, technology, and people to achieve interoperability. Arizona's strategic initiatives leading to a statewide interoperability system are focused in five key areas as defined by the U.S. Department of Homeland Security (DHS) Interoperability Continuum. The continuum (*Attachment A: SAFECOM Interoperability Continuum*) is used by all states in the U.S. and identifies the five critical areas that must be addressed to achieve true interoperability:

- Governance
- Standard Operating Procedures
- Technology
- Training and Exercise
- Usage and Outreach

Strategic initiatives in these five areas are defined in Arizona's strategic plan for interoperability entitled the Statewide Communications Interoperability Plan (SCIP)². These initiatives are listed in *Attachment B: SCIP Initiatives Alignment with AZ Statutes and National Emergency Communications Plan Requirements*. Key FY2013 accomplishments in each of these areas are outlined below with additional detail included in the attachments to this report.

Governance (SCIP Initiatives #1-3)

Governance is a formalized system that provides a unified approach to decision-making to reflect shared objectives across multiple disciplines and jurisdictions. Strong governance is essential to interoperability because it provides a framework for planning, collaboration and implementation between and among multiple disparate communication systems and stakeholders.

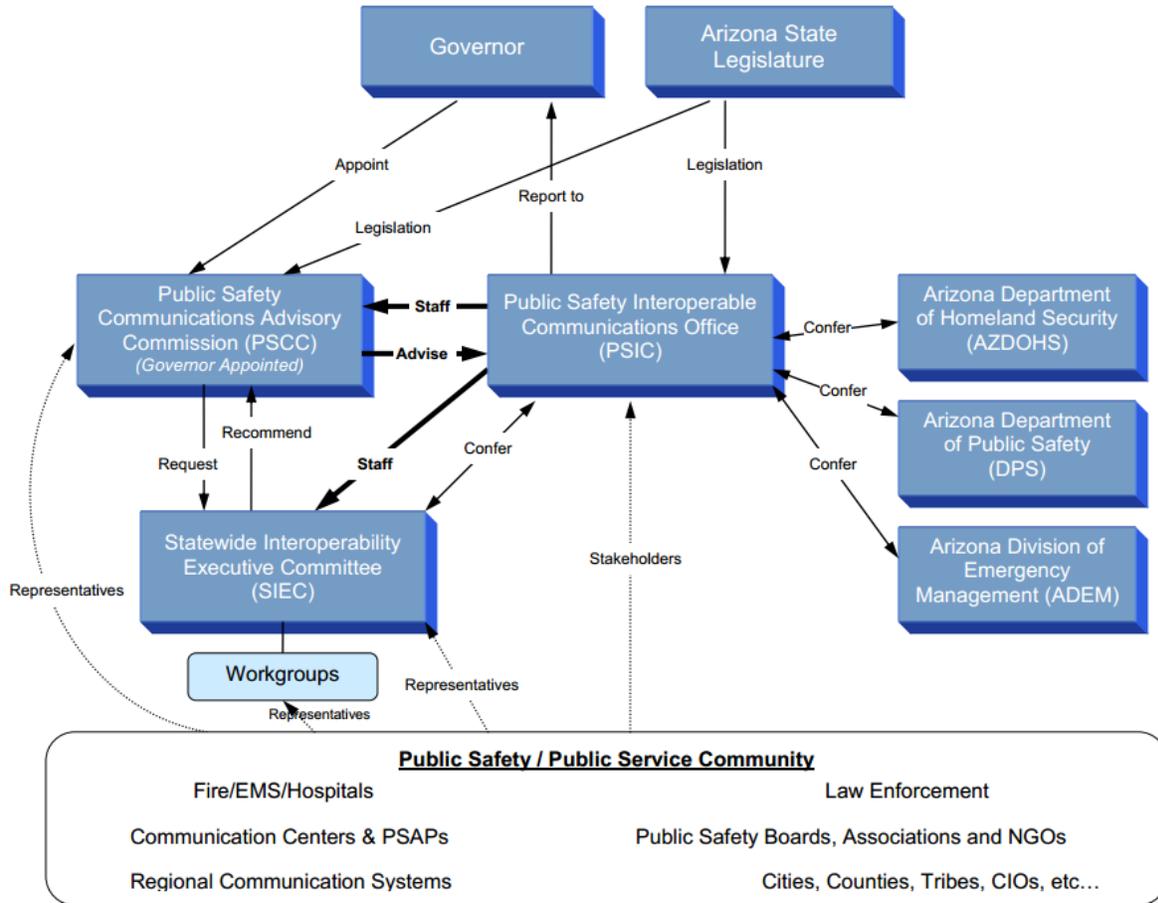
Arizona has well-established interoperable communications governance bodies and plans, which include:

- A statewide governance body for interoperability (PSCC) established in statute³.
- A technical/operational subcommittee (SIEC) operating in support of PSCC.
- A Statewide Interoperability Coordinator (SWIC) in the PSIC Office.
- A strong group of engaged stakeholders who participate in interoperability workgroups (that support development of policies and programs).
- A statewide plan for interoperability (SCIP) that is aligned with the national plan for interoperability (National Emergency Communications Plan or NECP).
- A plan for the SWIC Office (PSIC Office Plan) in support of SWIC activities.

² www.azpsic.gov/SCIP/

³ <http://www.azleg.state.az.us/FormatDocument.asp?inDoc=/ars/41/03541.htm&Title=41&DocType=ARS>

State of Arizona Governance Structure for Public Safety Interoperable Communications



Regional Governance: In FY2013, PSIC focused our governance efforts on advancing governance at the regional level. Seven workshops were held in multiple counties to assist in the development or update of Tactical Interoperable Communications Plans (TICP). These plans follow a national framework, align with the NECP and the Arizona SCIP, and assist local jurisdictions to evolve governance structures in support of interoperability on the regional level. Further, the plans document the interoperable communications governance structures, technology assets, and usage policies and procedures for a jurisdiction. In support of this effort, the PSIC Office also provides an Arizona specific TICP template which has been prepopulated with Arizona specific language. As of the end of FY2013, eleven Arizona counties had approved TICPs.

PSIC also administers the Communications Assets Survey and Mapping Tool (CASM) to collect and maintain information on State and local Public Safety/First Responder communications. CASM is a web-based single repository to support interoperable communications analysis to:

- Facilitate information sharing
- Hold communication assets inventory assessment (agency, region, statewide)

- Foster inter-agency interoperability analysis
- Enable development of Tactical Interoperable Communication Plans (TICPs)
- Evaluate an agency's Need vs. Ability to communicate

As part of the TICP development process, PSIC continued our multi-year project to collect data on local interoperable communication assets. During FY2013, an additional 35 agencies started sharing data within CASM, for a total of 395 participating agencies.

Public Safety Broadband: In FY2013, PSIC continued efforts to position Arizona to take advantage of the upcoming National Public Safety Broadband Network (NPSBN) initiative. The NPSBN is an effort to build a nationwide, standards-based, high-speed data network with dedicated spectrum for the needs of public safety users (primary and secondary). The utilization of 4G Long Term Evolution (LTE) standards-based technology will provide reliability, resiliency, security, and interoperability.

The NPSBN will be a self-sustaining, fee-based network with potential for public/private partnerships and sharing of tribal, state, and local infrastructure to lower costs. The network will be built and operated by FirstNet - an independent authority within the National Telecommunications & Information Administration (NTIA). On a national basis, there is up to \$7 billion available for the build out of the NPSBN; including \$135 million that has been made available to states as part of the State and Local Implementation Grant Program (SLIGP).

The PSIC Office, under the direction of the State Chief Information Officer (CIO) and in conjunction with the PSCC, has been designated as the lead in developing public safety broadband strategy and recommendations for the Governor's Office. Monthly briefings have been sent to the Governor's public safety advisor and representatives of the Department of Public Safety (DPS), Arizona Department of Homeland Security (AZDOHS), ADOA and ADOA-ASET on an ongoing basis since March of 2012.

The PSIC Office submitted Arizona's SLIGP grant request on March 19, 2013. This program is to provide education, outreach and data collection activities in support of the NSPBN in Arizona. Arizona's grant application has been favorably reviewed by the NTIA and \$2,911,147 in grant funds were awarded in August 2013.

The PSIC Office team and their partners continue to track activities at the national level and develop plans at the state level relative to Arizona's portion of the planned network.

Additional governance related activities included:

- An annual update to the PSIC Office Plan⁴ which details how this office will use its resources in alignment with its Arizona State statute and in advancement of Arizona's SCIP.

⁴ http://www.azpsic.gov/plans/FY2013_PSIC_Office_Plan_FINAL.pdf

- Development of a SCIP Implementation Report⁵ for Federal DHS to track Arizona's progress.
- Input to Federal Emergency Management Agency (FEMA), Arizona Division of Emergency Management (ADEM), and AZDOHS to assure that their plans for Arizona (FEMA's Emergency Communications Plan (ECP), ADEM's State Emergency Response and Recovery Plan (SERRP), and AZDOHS's State Homeland Security Strategy (SHSS)) are in alignment with Arizona's SCIP.
- Participation in the Regional Emergency Communications Coordinators Working Group (RECCWG)

Please also see *Attachment C: Governance Accomplishments* for additional details regarding these Governance efforts.

Standard Operating Procedures (SOP) (SCIP Initiative #4)

A reliable Policies, Standards and Procedures (PSPs) framework enables stakeholders to implement interoperability projects consistently across the state. The PSIC Office has established a framework for interoperable communications PSPs in accordance with SCIP Initiative #4, *Establish a Policies, Standards and Procedures (PSP) Framework, and Implement PSPs, Including SOPs, for Statewide Interoperable Communications Solutions.*

The policies, standards and procedures established by the Commission enable emergency responders to successfully coordinate an incident response across disciplines and jurisdictions. Clear and effective PSPs are essential in the development and deployment of interoperable communications solutions. There are currently nine PSPs approved by either the PSCC or SIEC in the areas of Governance, Training, and Technology. These PSPs are consistent with the Commission's legislative mandate to make recommendations to ADOA-ASET on the development of standards-based systems that provide interoperability of public safety agencies' communications statewide.

PSIC has established a standard annual review cycle for all PSPs to ensure each document is kept up to date and stakeholders have an opportunity to request changes and provide input. All documents are subject to an internal review, subject matter expert workgroup review, and public comment prior to drafts being presented to the PSCC or SIEC for approval, as appropriate. The PSIC Office has also established a standardized template and style guide to provide consistency when creating PSP documentation.

Statewide policies, standards and procedures updated this year include:

- Land Mobile Radio Minimum Equipment Standards Update - establishes minimum standards for certain radio features that are nationally recognized to promote and maintain a higher level of interoperable communications among and between public safety jurisdictions and disciplines.

⁵ http://www.azpsic.gov/library/reports/2012/AZ_SCIP_Implementation_Report_FFY2012.pdf

- Arizona Interagency Radio System (AIRS) Improvement and Sustainability Plan – establishes requirements for the integration of locally procured AIRS site communications infrastructure into the AIRS system in order to improve the overall coverage of AIRS in Arizona. The procedure provides guidance for initial requests for new AIRS site approvals and documents ongoing maintenance responsibilities if new sites are approved.
- Arizona Communication Unit Training Coordination Procedure – a statewide procedure developed by PSIC (with input from ADEM and SIEC) to coordinate All-Hazards Communications Unit Training in Arizona. The procedure defines appropriate instructors for the All-Hazards Communications Unit position courses, how Arizona will develop a cadre of such Instructors, and how communications unit training courses can be requested.
- Arizona Regional All-Hazards Communications Unit Recognition Procedure – documents the process for requesting Arizona regional recognition for communications unit positions that align with associated Federal DHS approved curriculum and task book.
- National Incident Management System (NIMS) Communications Unit Workgroup (NIMS-CU) Policies and Procedures – documents the procedures that will be followed by the workgroup and the PSIC Office to review the qualifications of individuals seeking Arizona regional recognition for All-Hazards Communications Unit positions.

PSIC also worked with the ADEM to develop a detailed Standard Operating Procedure (SOP) and Concept of Operations Plan (CONOPS) for the State's five Mobile Communications Units (MCU). MCU's are vehicles equipped with specialized radio and communications equipment to support public safety operations in remote areas. The documents will also be made available to local agencies for customization and use with their MCU's. As a result of this effort, ADEM, PSIC, and the Gila County Emergency Manager's office worked with the federal Office of Emergency Communications (OEC) to create a video version of the MCU SOP. Videos were created to show how each piece of equipment is deployed, utilized, and shut down. The videos were put together in a similar fashion to the written SOP.

Please also see *Attachment D: SOP Accomplishments* for details regarding SOP related efforts.

Technology (SCIP Initiatives #5-9)

Arizona is currently pursuing a system-of-systems approach to interoperability, coordinating and encouraging interconnection of operability and interoperability communications assets to one another in order to provide communications between state, regional and local systems. Existing interoperability assets include shared systems, shared channels, gateways, radio caches and other communications technologies.

During FY2013, PSIC and its partners continued advancing technology related SCIP Initiative #s 5 to 9 as described below and in more detail in *Attachment E: Technology Accomplishments*:

- Enhance and Promote the AIRS Interoperable Communications Solution, including development of the AIRS Improvement and Sustainability Plan (SCIP Initiative #5)

- Implement, Enhance and Promote Functional Regional Voice and Data Systems in Support of Interoperable Communications (SCIP Initiative #6)
- Upgrade the Statewide Microwave Backbone Infrastructure to Digital Technology (DPS) (SCIP Initiative #7)
- Sustain the State Strategic Technology Reserve (STR) (ADEM) (SCIP Initiative #8)
- Upgrade Operable Voice and Data Communication Systems for State Agencies in Support of Interoperable Communications (SCIP Initiative #9)

RICO Project: The PSIC Office continued to manage the implementation of the project (approved by JLBC) which utilizes \$2.2 million in Racketeer Influenced and Corrupt Organizations (RICO) funds for the advancement of communications interoperability along the southern Arizona border. The project deployed standards-based P25 communications capabilities at six key transmitter sites supported by the DPS upgraded digital microwave system, and supports hardware and software upgrades to the Yuma Regional Communications System (YRCS) infrastructure. The project provides high-level connectivity for existing and developing communication systems thus increasing interoperability capabilities during multi-jurisdictional, multi-agency response and recovery, and mitigating impacts from critical incidents in the border region.

Additionally, the RICO Project provides communications equipment to selected law enforcement dispatch centers and Public Safety Answering Points (PSAP) in the region. Through the creation of a Southeastern Arizona Communications Center Talk Group, the dispatch centers will be able to share information and coordinate efforts between participating agencies in the border region. This will alleviate the need for dispatchers to make a phone call or send a teletype every time they need to relay information to, or coordinate with, a neighboring jurisdiction. The talk group may also be used for situations such as requesting resource assistance (e.g., K9, helicopter, officers), broadcasting critical attempts to locate (e.g., missing children, carjacking, pursuit) and immediate notification of PSAP equipment failures/evacuations.

During FY2013, the sixth transmitter site was activated and the PSIC Office continued to meet with YRCS, selected law enforcement dispatch centers, and PSAPs in the region on equipment installation. The System Wide Calling channel was created. Three agencies have already completed the Memorandum of Understanding (MOU) process, with nine additional agencies working through their internal process to gain approval.

Narrowbanding: On or before January 1, 2013, all existing Federal Communications Commission (FCC) licensees on the VHF and UHF Spectrum were required to implement equipment designed to operate on channel bandwidths of 12.5 kHz or less or that meets a specific efficiency standard. Licensees were required to convert or replace their existing VHF and UHF wideband (25 kHz) systems.

The FCC narrowbanding requirements impact public safety operability and as a result are important for interoperability. Since 2009, the PSIC Office has continuously provided education and outreach to the Arizona Public Safety community on the pending narrowband deadline.

Activities include direct stakeholder outreach, monthly updates to the PSCC and SIEC, providing online resources, and communications to our e-mail distribution list of over 850 public safety stakeholders. As of June 30, 2013, 94.9% of transmitter licenses in Arizona (7067 out of 7454 transmitters) are in compliance with the FCC requirements. Some Arizona licensees, such as Pima County, requested and received waivers from the FCC for a designated time-frame, allowing additional time to narrowband or move off of existing VHF/UHF systems.

Training & Exercise (SCIP Initiatives #10-11)

Implementing effective training and exercise programs is essential for ensuring that technology actually works as planned and that responders are able to demonstrate that they can effectively communicate using that technology.

Communications Unit Training and Recognition Program: During all-hazards emergency response operations, radio communication among multiple jurisdictions and disciplines is essential. Trained communications professionals working to achieve interoperability among responding agencies can significantly improve communications during an emergency incident. The PSIC office coordinates training opportunities for individuals to serve as All-Hazards Communications Unit Leaders (COML) or All-Hazards Communications Unit Technicians (COMT) consistent with SCIP Initiative #10.

The COML heads the Communications Unit and is responsible for integrating communications and ensuring that operations are supported by communications. The COML must understand Incident Command System (ICS) and local response systems to support the efforts of incident personnel. To date, 253 Arizona students have completed the All-Hazards COML Course. The PSIC Office collaborated with ADEM and county emergency management offices in FY2013 for seven COML courses training 88 students:

- Yuma, AZ – October 22-25, 2012
- Phoenix, AZ – January 26-27 and February 2-3, 2013 (weekend course)
- Tucson, AZ – April 30 - May 2, 2013
- Casa Grande, AZ – May 6 - 8, 2013
- Phoenix, AZ – May 10 - 12, 2013
- Prescott, AZ – May 13 - 15, 2013
- Globe, AZ – May 14 - 16, 2013

The role of the COMT is to provide for the technical implementation of incident communications systems, which include providing for equipment distribution, tracking equipment, training users on use of equipment, verifying proper programming of equipment, and assisting the COML in the development of the Incident Radio Communications Plan. To date, 82 students have been trained in practices and procedures common to COMTs during all hazards emergency operations. Due to the technical nature of the training, course enrollment is limited to 15 students and is offered by invitation only. Three All-Hazards COMT courses were conducted in FY2013 as follows:

- Maricopa County – November 26 - 30, 2012
- Coconino County – April 22 - 26, 2013

- Yuma County –April 29 - May 3, 2013

Arizona's first Communications Unit Training Field Day was held on February 20, 2013. A total of 27 trainees participated, representing 19 agencies from 5 counties. The Field Day provided attendees with necessary specialized COML and COMT training and hands-on experience. The field day was open to individuals who completed the initial COML or COMT classroom training and wished to get their taskbooks signed off in order to become recognized as a regional COML or COMT. The successful event could not have been accomplished without the volunteer help of the Field Day Event Planning Team. The twenty individuals on the planning team contributed their time and years of first-hand operational public safety and emergency management experience at no cost to the State to plan and staff the Field Day.

Additional accomplishments during FY2013 regarding Training and Exercise initiatives and objectives are outlined in *Attachment F: Training & Exercise Accomplishments* and include:

- Development and delivery of a workshop on Effectively Incorporating Communications into Public Safety Exercises.
- Continued implementation of the communications unit training and recognition program consistent with national standards and ADEM requirements.
- Continued support for statewide AIRS Training program, including a DVD, lesson plan and other training materials to promote the use of AIRS frequencies statewide.
- Participated in three communications focused exercises in support of Arizona communities.

Usage & Outreach (SCIP Initiative #12)

The PSCC and SIEC each met four times in FY2013 and in these meetings approved interoperability projects and policies, heard updates from regional systems, provided guidance to and received technical advice from its workgroups and provided significant feedback to PSIC regarding advancement of SCIP initiatives.

PSIC staff regularly attended and presented at conferences, workshops, expos, taskforces, and national, multi-state, state, regional, local and working group meetings. PSIC also conducted in-person meetings, web and telephonic conferences, posted updates to its website and communicated regularly by e-mail to its extensive (850+) interested parties list.

The PSIC Office promoted collaboration among members of public safety and service agencies/organizations by updating the *Statewide Education and Outreach Plan Regarding Public Safety Communications Interoperability*⁶. The Plan highlighted specific targeted interoperability topics of significant importance in 2013:

- FCC Narrowbanding Compliance
- Public Safety Broadband

⁶ http://www.azpsic.gov/plans/Education_and_Outreach_Plan_2012_Approved_07172012.pdf

- NECP Gap Closure (including Regional Interoperability Planning, Communications Asset Survey and Mapping (CASM), TICPs, Strategic Communication Migration Plans (SCMPs) and other resources)

These and other activities are outlined in *Attachment G: Usage and Outreach Accomplishments*.

Reports

Annual Report to Governor and Legislature – PSIC presented a draft annual report to PSCC at its November 13, 2012, meeting. The PSCC approved the report for transmission to the Governor and the Legislature. The report was submitted on December 1, 2012, and is available on the PSIC website.

Annual SCIP Implementation Report - On October 31, 2012, PSIC submitted Arizona's annual report to Federal DHS Office of Emergency Communications covering progress in achieving the initiatives and strategic vision identified in Arizona's SCIP. The report is available on the PSIC website.

Quarterly Programmatic Grant Reports – As a recipient of Federal Homeland Security grants, PSIC submits quarterly grant reports to AZDOHS.

Budget

For FY2013, \$542,700 was appropriated from the general fund for the public safety communications program. PSIC continued to utilize vacancy savings and maximize federal grants to support its goal of advancing interoperable communications in Arizona in the most fiscally responsible manner. In addition, the PSIC Office was able to successfully leverage volunteer subject matter experts and workgroup members for many of the accomplishments listed in this report resulting in reduced expenditures for the State. As of June 30, 2013, \$446,286 had been expended or encumbered. A breakdown of expenditures by category is attached as *Attachment H: FY2013 PSIC Expenditures*.

In addition to general fund expenditures, \$344,349 was spent by the PSIC Office from Federal Homeland Security grants during FY2013 to support achievement of the results outlined in this report.

The Technology section above describes the use of \$2.2 million of non-lapsing Anti-Racketeering (RICO) Fund monies. As detailed above, the project is proceeding well. During FY2013, \$686,477 of these RICO funds was expended. The remaining RICO Fund monies of \$49,425 will be used in FY2014 on equipment installation at selected dispatch centers.

Federal Technical Assistance Awards

OEC's Interoperable Communications Technical Assistance Program (ICTAP) works to ensure, accelerate, and attain operable and interoperable emergency communications nationwide through the offering of non-monetary Technical Assistance (TA) grants to the states.

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TA requests are submitted annually by PSIC on behalf of the State after solicitation of stakeholder input and consultation with the PSCC, SIEC, and the Arizona Department of Homeland Security (AZDOHS). Each state can apply for up to five (5) TA offerings. Arizona received the following five TA awards in 2013:

- Communications Focused Table Top Exercise (OP-TTX) – Coconino County – Complete
- NIMS ICS All-Hazards Communications Unit Technician Course (TRG-COMT) - Flagstaff - Complete
- Mobile Communications Unit Support (OP-MCUS) - Statewide
 - Concept of Operations Document – Complete
 - Video SOP Development – Complete
- Outreach, planning, and data collection for Broadband (ENG-BRDBND)– Statewide - In progress

In addition, the City of Yuma received the following TA assistance through the Border Interoperability Demonstration Project:

- Tactical Interoperable Communications Field Operations Guide (TIC-FOG) Development – Complete
- Communications-Focused Functional Exercise (OP-FE) – In progress
- Communications-Focused Exercise Workshop (OP-TEPW) – Complete
- Standard Operating Procedure (SOP) Development (SOP-DEV) – In progress

Please contact me with any questions regarding the activities of the PSCC, SIEC and PSIC Office.

Sincerely,



Aaron V. Sandeen
Deputy Director & State CIO
Chairman Designee, Public Safety Communications Advisory Commission

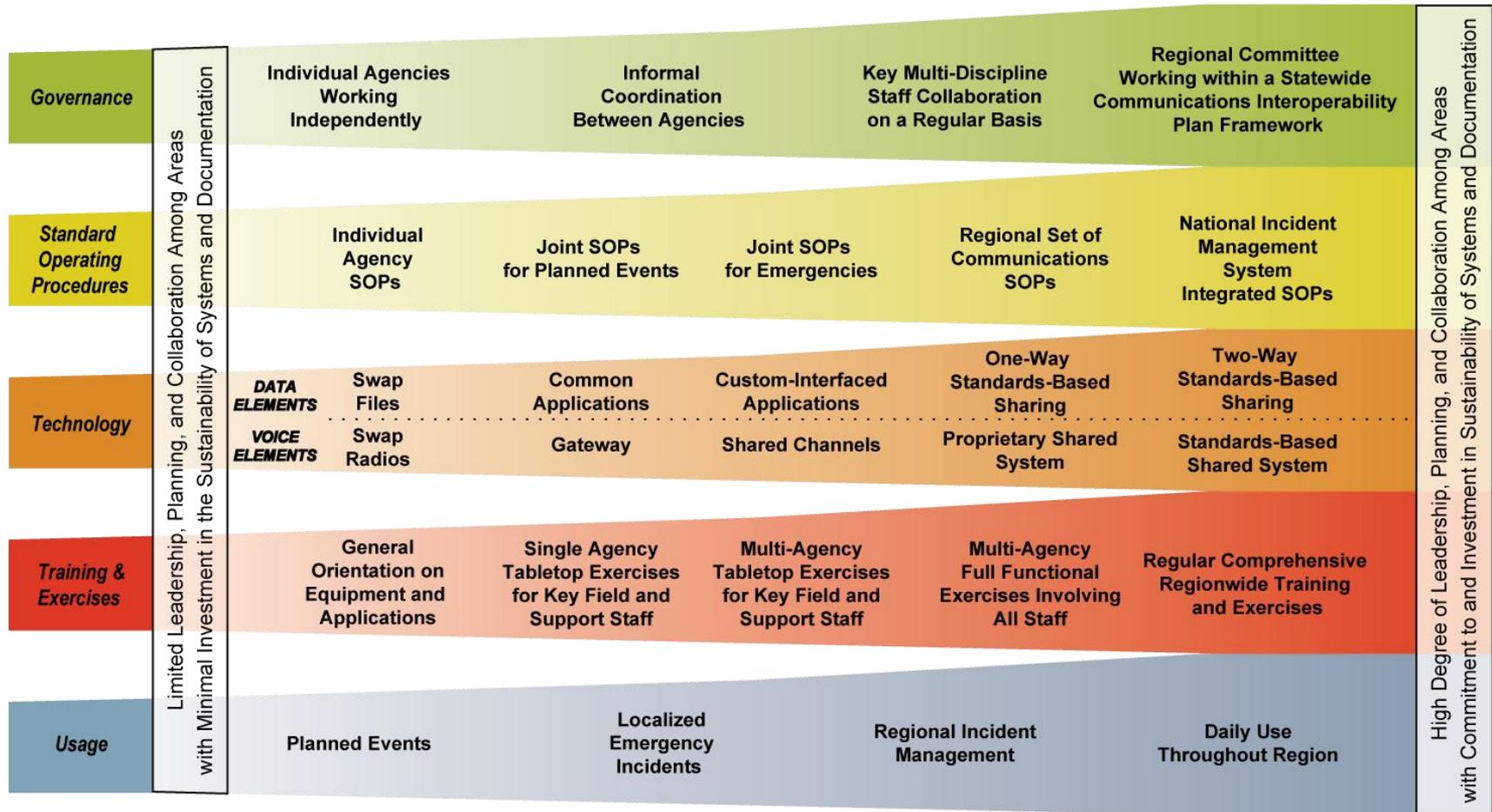
Enclosures

cc: Richard Stavneak, Director, Joint Legislative Budget Committee
Ben Henderson, Analyst, Joint Legislative Budget Committee
John Arnold, Director, Office of Strategic Planning and Budgeting
Ken Matthews, Budget Analyst, Office of Strategic Planning and Budgeting
Philip D. Manfredi, Chief Strategy Officer, ADOA-ASET
Michael C. Sherman, Executive Manager of Broadband Planning and Public Safety Communications, ADOA-ASET
Justin Turner, Statewide Interoperability Coordinator, PSIC Office, ADOA-ASET

Attachment A: SCIP Initiatives Alignment with AZ Statutes and National Emergency Communications Plan Requirements

#	Section #	Continuum Category / Strategic Initiative	PSCC Statute: 41-3542 A							NECP Requirement		
			1	2	3	4	5	6	7			
1	5.8.1.1	<u>Governance</u> : Expand and Implement Interoperable Voice and Data Communications Governance Model and Plan	x	x	x	x				x	1.1.2; 1.1.5; 1.3.2; 3.1.7; 7.2.5	
2	5.8.1.2	<u>Governance</u> : Develop Regional Communications Governance Structures	x	x	x					x	1.3.2	
3	5.8.1.3	<u>Governance</u> : Implement a Strategy for Supporting National Level Goals Applicable to Regional, State, Local, and Tribal Interoperable Communications		x		x					1.1.2; 1.1.5; 1.3.2; 3.1.6; 3.1.7; 3.2.1; 7.2.4; 7.2.5	
4	5.8.2.1	<u>Standard Operating Procedures (SOPs)</u> Establish a Policies, Standards, and Procedures (PSP) Framework, and Implement PSPs, Including SOPs, for Statewide Interoperable Communications Solutions	x	x						x	x	1.3.2; 3.1.6; 3.1.7; 3.2.1
5	5.8.3.1	<u>Technology</u> : Enhance and Promote the Arizona Interagency Radio System (AIRS) Interoperable Communications Solution	x									3.1.6
6	5.8.3.2	<u>Technology</u> : Implement, Enhance and Promote Functional Regional Voice and Data Systems in Support of Interoperable Communications	x									3.1.6
7	5.8.3.3	<u>Technology</u> : Upgrade the Statewide Microwave Backbone Infrastructure to Digital Technology	x									
8	5.8.3.4	<u>Technology</u> : Sustain the State Strategic Technology Reserve (STR)	x									7.2.5
9	5.8.3.5	<u>Technology</u> : Upgrade Operable Voice and Data Communication Systems for State Agencies in Support of Interoperable Communications	x					x				
10	5.8.4.1	<u>Training/Exercise</u> : Develop and Implement a Training Plan to Address Interoperable Communications		x		x				x		3.1.7; 3.2.1; 7.2.4
11	5.8.4.2	<u>Training/Exercise</u> : Develop and Implement a Strategy for Exercises Focused on or Incorporating Interoperable Communications		x		x				x		3.1.7; 3.2.1; 7.2.4
12	5.8.5.1	<u>Usage/Outreach</u> : Create and Implement an Education and Outreach Plan in Support of Interoperable Communications		x		x						1.3.2

Attachment B: SAFECOM Interoperability Continuum



Attachment C: Governance Accomplishments

Statewide Governance Advancement (SCIP Initiative #1)

SCIP Implementation Report Filed with Federal DHS – The PSIC Office is required to submit to OEC an annual SCIP Implementation Report. Submitted October 31, 2012, and posted to the PSIC website⁷, the SCIP Implementation Report covers the activities of PSIC, PSCC, and the SIEC during July 2011 – June 2012. The report provides updates and changes to the status of the SCIP. The updates within the report include milestones identified in the SCIP and statewide progress toward meeting NECP milestones.

PSIC Office Plan Revision - The PSIC Office Plan is designed to describe how the PSIC Office will perform its duties under statute and in keeping with Arizona's strategic direction for public safety interoperable communications as outlined in Arizona's SCIP. The PSIC Office Plan was updated to incorporate the revised interoperable communications priorities as identified in the SCIP and describes key projects to advance SCIP initiatives that PSIC will execute during FY2013.

Advance Other Statewide Planning Efforts - PSIC engaged in additional statewide planning efforts as follows:

- Participated in the ADEM led review of the State Emergency Response and Recovery Plan (SERRP).
- Provided comments to AZDOHS regarding the State Homeland Security Strategy (SHSS). This plan includes extensive focus on communications interoperability.
- Participation in the Regional Emergency Communications Coordinators Working Group (RECCWG)
- Coordinated multiple regional presentations to the PSCC including: Debriefing of the Giffords Shooting - Lessons Learned (March 5, 2013), 2013 Wildfire Communications Briefing (April 16, 2013), Mohave County Regional Air Ambulance Communications SOP (March 5, 2013), Pima County Wireless Integrated Network (PC-WIN) Update (September 18, 2012).
- Arranged for all PSCC & SIEC Meetings to be accessible via web-conference.

Advocacy of Regional Governance (SCIP Initiative #2)

Advancement of Tactical Planning (SCIP Objective 2.1) - During FY2013, PSIC continued planning and outreach activities to support local jurisdictions in development of TICPs and utilization of the CASM tool.

These tools enable:

- Collection and maintenance of information on public safety communications assets.
- Identification of interoperability gaps between and among agencies and jurisdictions.
- Aggregation of information with which to create investment justifications / funding requests to fill communication gaps.
- Documentation regarding the level of interoperability between agencies/regions.

Significant progress was made in FY2013 towards ensuring all fifteen Arizona counties have TICPs. Seven workshops were held in multiple counties to assist in the development or update of county level TICPs. These plans follow a national framework, align with the NECP and the

⁷ http://www.azpsic.gov/library/reports/2012/AZ_SCIP_Implementation_Report_FFY2012.pdf

Arizona SCIP, and assist local jurisdictions to evolve governance structures in support of interoperability on the regional level. Further, the plans document the interoperable communications governance structures, technology assets, and usage policies and procedures for a jurisdiction. In support of this effort, the PSIC Office also provides an Arizona specific TICIP template which has been prepopulated with Arizona specific language. Data collection of information regarding statewide interoperable communications assets and SOPs is underway in order to develop an appendix for each county's TICIP. In addition the statewide data will be used to create a statewide Tactical Interoperable Communications Field Operations Guide (TIC-FOG). As of the end of FY2013, eleven Arizona counties had approved TICIPs.

County	Kickoff Workshop	Development Workshop	Approved / Updated
Apache	January 23, 2013	March 25, 2013	2013
Cochise			2011
Coconino			2012
Gila	July 31, 2013	September 24, 2013	Pending
Graham	July 31, 2013	September 24, 2013	Pending
Greenlee	July 31, 2013	September 24, 2013	Pending
La Paz			2012
Central AZ Region (Maricopa) (Update)			2012
Mohave			2011
Navajo	February 4, 2013	March 25, 2013	2013
Pima (Update)		December 4, 2012	2012
Pinal			2011
Santa Cruz	March 4, 2013	April 17, 2013	2013
Yavapai	August 7, 2013	October 16, 2013	Pending
Yuma (Update)			2012

PSIC also administers the Communications Assets Survey and Mapping (CASM) tool to collect and maintain information on State and local Public Safety/First Responder communications. CASM is a web-based single repository to support interoperable communications analysis to:

- Facilitate information sharing
- Hold communication assets inventory assessment (agency, region, statewide)
- Foster inter-agency interoperability analysis
- Enable development of Tactical Interoperable Communication Plans (TICPs)
- Evaluate an agency's Need vs. Ability to communicate

As part of the TICIP development process, PSIC continued our multi-year project to collect data on local interoperable communication assets. During FY2013, an additional 35 agencies started sharing data within CASM, for a total of 395 participating agencies.

Promote Compliance with Evolving National Public Safety Broadband Standards and Structures (SCIP Initiative 3.4) - The Middle Class Tax Relief and Job Creation Act of 2012 includes

provisions to fund and govern a Nationwide Public Safety Broadband Network (NPSBN). Key features of the legislation include:

- Allocates the “D-Block” spectrum to Public Safety.
- Forms First Responder Network Authority (FirstNet).
 - Responsible for build out and maintenance of a national NPSBN.
 - Responsible for working with local jurisdictions to define boundaries, roles and responsibilities.
- Authorizes auction of reclaimed radio/TV frequency with funding going toward the NPSBN build-out, related programs and deficit reduction.

The NPSBN is an effort to build a nationwide, standards-based, high-speed data network with dedicated spectrum for the needs of public safety users (primary and secondary). The utilization of 4G LTE standards-based technology will provide reliability, resiliency, security, and interoperability.

The NPSBN will be a self-sustaining, fee-based network with potential for public/private partnerships and sharing of tribal, state, and local infrastructure to lower costs. The network will be built and operated by the First Responder Network Authority (FirstNet) - an independent authority within the NTIA.

Governance - The PSIC Office, under the direction of the State CIO and in conjunction with the PSCC, has been designated as the lead in developing public safety broadband strategy and recommendations for the Governor’s Office. Monthly briefings have been sent to the Governor’s public safety advisor and representatives of DPS, AZDOHS, ADOA and ADOA-ASET on an ongoing basis since March of 2012. The PSCC established the Arizona Public Safety Wireless Broadband Network (AZPSBN) Workgroup to plan approaches to public safety broadband education and outreach in Arizona. The workgroup is comprised of 18 stakeholders representing various public safety backgrounds.

Updates regarding Public Safety Broadband were provided at the following FY2013 public meetings:

- July 17, 2012 – PSCC
- August 14, 2012 - SIEC
- September 18, 2012 - PSCC
- October 9, 2012 - SIEC
- March 5, 2013 - PSCC & SIEC
- April 16, 2013 - PSCC

State and Local Implementation Grant Program - On a national basis there is up to \$7 billion available for the build out of the NPSBN, including \$135 million that has been made available to states as part of the State and Local Implementation Grant Program (SLIGP). This program is to provide education, outreach and data collection activities in support of the NPSBN in Arizona. NTIA released guidance for the SLIGP grant on February 6, 2013.

Activities conducted in support of our grant application include:

- The PSIC Office previewed Arizona’s SLIGP plan and approach with stakeholders and solicited feedback during the following meetings:
 - Jan 15, 17, 24 and 31, 2012 – AZDOHS Regional Advisory Council meetings (North, South, West and East regions)

- Feb 7, 2012 – AZDOHS Regional Advisory Council meeting (Central region)
- Feb 13, 2012 – State CIO Council
- March 4, 2013 – Matthew Hanson, Statewide Grant Administrator and Paul Shannon, ADOA Budget Director
- March 5, 2013 – Joint PSCC and SIEC public meeting
- March 6, 2013 – AZPSBN Workgroup (appointed by the PSCC to work closely with the PSIC Office on NPSBN activities)
- The PSIC Office and ADOA-ASET reviewed the SLIGP response with ADOA Director Brian McNeil and his staff on March 8, 2013. Director McNeil directed the State CIO to move forward with the grant.
- Representatives from the PSIC Office, ADOA-ASET, Statewide Grants Office and AZDOHS met to discuss management of the SLIGP grant and AZDOHS program support services for the grant on March 8, 2013.
- The PSIC Office submitted Arizona's SLIGP grant request on March 19, 2013.
- On May 7, 2013, NTIA sent a Request for Clarification for the Arizona SLIGP grant submission. The response, supplied by the deadline of May 14, 2013, covered:
 - Adjusting the detailed budget to align with a new sequester impacted budget (reduced by 2.3%). Adjusted totals: Federal - \$2,911,147; State - \$739,796.
 - Convert to a newly supplied budget detail format.
 - Responded to some clarification questions.
 - Further requests for clarification were sent May 20, 2013, and the responses to those were filed on June 10, 2013.
 - Final clarifications were submitted June 14, 2013 and we were informed that the proposal had passed review and was moving forward in the award process.
- Arizona's grant application has been favorably reviewed by the NTIA and \$2,911,147 in grant funds are expected to be awarded by mid-August 2013.

State level activities and outreach - In FY2013, PSIC continued efforts to position Arizona to take advantage of the upcoming NPSBN initiative. Activities conducted in support of public safety education and outreach include:

- Regular updates to the PSCC and SIEC on FirstNet Board Meetings, developments and other progress with the development of the NPSBN
- The PSIC office has been awarded support for Public Safety Broadband planning efforts. The Wireless Broadband Systems Support will provide assistance with outreach, planning, and data collection efforts.
- Meetings with numerous vendors (or their representatives) that may have the requisite skills to provide technical analysis or cost modeling services required by Arizona for the SLIGP.
- The PSIC Office sent a letter to the Bureau of Indian Affairs (BIA) designated contact for each of Arizona's 22 federally recognized Tribes outlining our plans for the SLIGP grant.
- Conducted numerous outreach sessions with public safety stakeholders and solicited feedback during the following meetings:
 - July 10, 2012 – Arizona Association of Public-Safety Communications Officials (APCO) / National Emergency Number Association (NENA)
 - Sep 18, 2012 – PSCC meeting in Tucson, AZ
 - October 3, 2012 – Utilities Telecommunications Council (UTC) Region 10 Broadband Panel in Tempe, AZ
 - Nov 13, 2012 – Arizona Digital Connections Summit
 - Nov 27, 2012 – AZPSBN Workgroup

- Dec 12, 2012 – SLIGP conference call with the State points of contact for AR, LA, OK, NM and TX to strategize on how best to tackle the SLIGP grant process and to work together where possible.
- February 21, 2013 – Southwest Border Communications Working Group, Ft. Huachuca, AZ
- April 2, 2013 – AZDOHS Senior Advisory Council
- April 10, 2013 – Arizona Telecommunications & Information Council (ATIC)
- April 16, 2013 – A representative from the Texas Public Safety Broadband Program gave a presentation to the PSCC covering a live 4G LTE demonstration for FirstNet and NTIA. Texas is the only state with an authorized and active 4G LTE network.
- May 29-30, 2013 – FirstNet Regional Meeting - 11 States and territories (AK, AS, AZ, CA, Guam, HI, ID, OR, NMI, NV and WA)
- June 11, 2013 – AZDOHS Tribal Seminar

National level activities and outreach - PSIC continued efforts to research national standards, best practices and developments in relation to the NPSBN. Activities conducted in FY2013 in this area include:

- PSIC contributed to the National Public Safety Telecommunications Council (NPSTC) “Priority and Quality of Service,” “Mission Critical Voice Push-to-Talk” and the “Local Control” sections of the overall Public Safety Broadband Network Statement of Requirements.
- PSIC attended the NPSTC / Public Safety Communications Research (PSCR) working group meetings in Boulder, CO, August 7-9, 2012.
- Arizona responded to the NTIA/FirstNet Notice of Inquiry (NOI) requesting public comment on the conceptual network architecture presentation made at the FirstNet Board of Directors’ meeting held on September 25, 2012, as well as to invite input on other network design, application development and business plan considerations.
- FirstNet announced the formation of the National Public Safety Planning Advisory Committee (NPSPAC) and named Chief Harlin McEwen as the Chair. Captain Mike Worrell from Phoenix Fire Department has been appointed to the Committee. Mesa Councilman Scott Somers was also appointed as a representative of the National League of Cities.
- Michael Britt of the PISC Office was asked to serve on the Public Safety editorial team to perform the final edit of the National Public Safety Telecommunications Council’s Statement of Requirements document for Public Safety Broadband. The team is defining the NPSBN Day 1 launch requirements for FirstNet.
- National Meetings and Working Sessions:
 - Aug 6-10, 2012 – NPSTC Statement of Requirements working session in Boulder, CO (travel funded by the Dept. of Commerce)
 - Aug 20-26, 2012 – APCO conference, Minneapolis, MN
 - Sep 6-7, 2012 – NPSTC meeting, Salt Lake City, UT
 - Sep 11, 2012 – National Governors Association conference call “Conference Call for Governors' Public Safety Broadband Contacts”
 - Dec 6, 2012 – National Governors Association (NGA) briefing with NTIA Deputy Assistant Secretary Anna Gomez and Steve Fletcher
 - Jan 30-31, 2012 – Association of Public-Safety Communications Officials-International (APCO) Emerging Technologies Forum, Anaheim, CA

- March 11-15, 2013 – International Wireless Communications Expo (IWCE), Las Vegas, NV
- June 4-6, 2013 – PSCR Annual Public Safety Broadband Stakeholder Conference

Attachment D: SOP Accomplishments

Policies, Standards and Procedures (PSP) Framework Project Progress (SCIP Initiative #4)

A reliable policies, standards and procedures framework enables stakeholders to implement interoperability projects consistently across the state. The PSIC Office has established a framework for interoperable communications Policies, Standards and Procedures (PSPs) in accordance with SCIP Initiative #4, *Establish a Policies, Standards and Procedures (PSP) Framework, and Implement PSPs, Including SOPs, for Statewide Interoperable Communications Solutions.*

Development of this framework included involvement of technical and operational SIEC workgroups as well as subject matter experts who identify and define specific PSPs for each functional area. Drafts of PSPs are reviewed by workgroups and proposed PSPs are posted online for public comment before being presented to the SIEC and PSCC for approval.

PSIC has established a standard annual review cycle for all PSPs to ensure each document is kept up to date and stakeholders have an opportunity to request changes and provide input. All documents are subject to an internal review, subject matter expert workgroup review, and public comment prior to drafts being presented to the PSCC or SIEC for approval, as appropriate. The PSIC Office has also established a standardized template and style guide to provide consistency when creating PSP documentation.

The policies, standards and procedures established by the Commission enable emergency responders to successfully coordinate an incident response across disciplines and jurisdictions. Clear and effective PSPs are essential in the development and deployment of interoperable communications solutions. There are currently nine PSPs approved by either the PSCC or SIEC in the areas of Governance, Training, and Technology. These PSPs are consistent with the Commission's legislative mandate to make recommendations to ADOA-ASET on the development of standards based systems that provide interoperability of public safety agencies' communications statewide.

Annual Update of Statewide Policies, Standards and Procedures - As part of the program, a periodic review and update of PSPs occur as noted below.

Land Mobile Radio Minimum Equipment Standards - Establishes minimum standards for certain radio features that are nationally recognized to promote and maintain a higher level of interoperable communications among and between public safety jurisdictions and disciplines.

Minimum Equipment Standards for both VHF and UHF mobile and portable radio equipment were established by the SIEC in January 2007. In January 2012, the SIEC began reviewing the Standards and discussed creating a Standard for 700/800 MHz equipment. In discussions at SIEC & Interoperable Channels Plan Working Group meetings, the general consensus was that the minimum standards for VHF and UHF equipment were still applicable and there was no need to change or strengthen them.

On May 8, 2012, the SIEC reviewed a draft of the Minimum Equipment Standards, which added 700/800 MHz equipment, referred to narrowband and P25 capabilities and combined VHF, UHF and 700/800 MHz equipment into one document. The draft was then made available for public

comment. The SIEC approved the revised Standard on August 14, 2012, followed by PSCC approval on September 18, 2012.

Arizona Interagency Radio System (AIRS) Improvement and Sustainability Plan – establishes requirements for the integration of locally procured AIRS site communications infrastructure into the AIRS system in order to improve the overall coverage of AIRS in Arizona.

With the completion of the initial AIRS build out, providing basic interoperable communications to all 15 counties, agencies expressed an interest in expanding the current AIRS coverage to meet their interoperability needs. The AIRS Improvement and Sustainability Plan provides guidance for initial requests for new AIRS site approvals and documents ongoing maintenance responsibilities if new sites are approved. The procedure applies to all organizations that desire additional AIRS coverage in their region and are willing to purchase and install equipment to expand that coverage.

The procedure was drafted in consultation with DPS and underwent several reviews, each of which provided an opportunity for stakeholders comment on the plan:

- SIEC - August 14, 2012
- Technical and Operational Workgroup Review
- Public Comment Period – September 25 – October 4, 2012
- SIEC Final Review and Approval – October 9, 2012

Policies and Procedures for the Arizona Communications Unit Training & Recognition Program – The Communications Unit plays a critical role within the NIMS Incident Command System and is responsible for: developing plans for the use of incident communications equipment and facilities; coordinating, installing and testing communications equipment; supervision and operation of the Incident Communications Center (ICC); and the distribution, maintenance, repair and recovery of incident communications equipment.

In FY2013, PSIC revised Arizona's Communications Unit program documentation with a focus on expanding the scope of the program to allow for the incorporation of other All-Hazards Communications Unit positions. Information about additional updates to the federal All-Hazards COML program (e.g., changes to training course length) and best practices from other states were leveraged to move forward and improve our State's recognition program.

The NIMS-CU Workgroup held an Annual Meeting on June 26, 2012, to review and revise all policies and procedures related to the AZ Regional All-Hazards Communications Unit Recognition Program. They presented their recommended revisions for approval to the SIEC at their meeting on August 14, 2012. The documents were then approved by the PSCC on September 18, 2012. The following All-Hazards Communications Unit program documents were updated:

- Arizona Communication Unit Training Coordination Procedure – a statewide procedure developed by PSIC (with input from ADEM and SIEC) to coordinate All-Hazards Communications Unit Training in Arizona. The procedure defines appropriate instructors for the All-Hazards Communications Unit position courses, how Arizona will develop a

cadre of such Instructors, and how communications unit training courses can be requested.

- Arizona Regional All-Hazards Communications Unit Recognition Procedure – documents the process for requesting Arizona regional recognition for communications unit positions that align with associated Federal DHS approved curriculum and task book.
- National Incident Management System (NIMS) Communications Unit Workgroup (NIMS-CU) Policies and Procedures – documents the procedures that will be followed by the workgroup and the PSIC Office to review the qualifications of individuals seeking Arizona regional recognition for All-Hazards Communications Unit positions.

Advancement of other Interoperable Policies, Standards and Procedures – In FY2013, the PSIC Office provided support for the development of additional interoperable communications PSPs as noted below.

Standard Operating Procedures (SOP) and Concept of Operations Plans (CONOPS) for Arizona's State MCV's - In December, the Office of Emergency Communications (OEC) awarded Arizona a Technical Assistance (TA) grant for OP-MCVS: Mobil Communications Unit (MCU) Support. The goal of this TA was to develop detailed Standard Operating Procedures (SOP) and Concept of Operations Plans (CONOPS) for Arizona's State MCU's (commonly referred to as the Toads and the Bullfrog).

PSIC, OEC, and ADEM met in January 2013 for data gathering for the SOP. PSIC, ADEM, Toad handlers, and OEC met again in March to review the SOP and provide feedback and updates to this document. Additional conference calls occurred to complete the documents. The documents will be made available to local agencies for their customization and use with their MCU's.

As a result of the SOP development effort, a secondary project emerged. ADEM, PSIC, and Gila County Emergency Manager's office participated in a beta test for OEC to create a video version of the Toad SOP. Videos were created to show how each piece of equipment is deployed, utilized, and shut down. The videos were put together in a similar fashion to the written SOP. This project was to determine if it is feasible to offer the video SOP as a future TA grant offering.

Regional Communication Systems Connections (RCSC) Project - The Regional Communication Systems Connections (RCSC) project is designed to enable direct one-to-one communications across Arizona regional public safety communication systems for select key mutual aid responders such as rapid response teams. The PSIC Office is supporting the RCSC project by developing the appropriate Intergovernmental Agreements (IGAs) and Standard Operating Procedures (SOPs) for the project. Project Status as of the end of FY2013:

- Executive summary and technical timeline – complete
- Multi-agency IGA: Regional Wireless Cooperative (RWC), TOPAZ Regional Wireless Cooperative (TRWC), DPS and YRCS have approved the IGA.– complete
- Operational Supplement - complete
- Multi-agency SOP - complete
- Pilot test with DPS and YRCS – complete and successful

- Deployment Schedule – In progress in conjunction with Thompson Peak build out – nearing completion

Attachment E: Technology Accomplishments

Enhance and Promote the AIRS Interoperable Communications Solution (SCIP Initiative #5)

The Arizona Interagency Radio System (AIRS) is a suite of full-time, cross-banded mutual aid channels designed to provide interoperable communications capability to first responders of police, fire, and Emergency Medical Services (EMS) agencies, as well as other personnel of municipal, county, state, tribal, federal agencies and approved non-governmental organizations (NGO's) performing public safety or service activities. This system operates on designated interoperability frequencies in the VHF, UHF and 800 MHz bands.

Governance of AIRS has been formalized with an AIRS MOU, as well as the AIRS SOP. Agencies and organizations wishing to operate on AIRS must sign the MOU with DPS, which holds the licenses for AIRS frequencies and must follow the procedures in the AIRS SOP developed by the SIEC. As of the end of FY2013, 357 agencies and radio system cooperatives have signed an MOU with DPS for use of the AIRS system. A list of agencies who have signed the AIRS MOU is now available on the PSIC Office website.⁸

With the completion of the initial planned AIRS build-out in FY2012, agencies that desire additional coverage in their region may purchase and install equipment to expand the current AIRS system. PSIC, in collaboration with DPS and SIEC, established a procedure and requirements for the integration of locally procured AIRS site communications infrastructure into the statewide AIRS system (maintained by DPS) in order to improve the overall coverage. The Plan provides guidance for initial approvals and ongoing maintenance responsibilities. Following the established PSP review and approval process, the SIEC approved the Arizona Interagency Radio System (AIRS) Improvement and Sustainability Plan at its public meeting on October 9, 2012. Three jurisdictions have since expressed interest in adding AIRS site communications infrastructure. The Town of Tusayan, Yavapai County and Santa Cruz County have all expressed interest in additional AIRS coverage and the PSIC Office has contacted them offering to help them through the process of working with SIEC and DPS to obtain approval before proceeding with any AIRS project execution.

Implement, Enhance and Promote Functional Regional Voice and Data Systems in Support of Interoperable Communications (SCIP Initiative #6)

PSIC continues to work closely with regional/local partners around the state to further regional interoperability planning through meetings with local stakeholders. In the governance area, we are working on TICPs and other related planning efforts in support of regional systems. In the SOP area, we are advancing the RCSC between key Arizona regional systems.

The PSCC also received regional interoperable communications briefings from the following stakeholders during FY2013:

- Department of Justice (DOJ) Southwest Border Radio System - April 16, 2013 - PSCC Meeting
- Arizona Department of Public Safety (DPS) Update - April 16, 2013 - PSCC Meeting
- 2013 Wildfire Communications Briefing - April 16, 2013 - PSCC Meeting

⁸ http://www.azpsic.gov/library/airs/airs_user_list.pdf

- Debriefing of the Giffords Shooting - Lessons Learned - Joint PSCC & SIEC Meeting March 5, 2013
- Mohave County Regional Air Ambulance Communications SOP - Joint PSCC & SIEC Meeting March 5, 2013
- Pima County Wireless Integrated Network (PC-WIN) Update - PSCC Meeting September 18, 2012

Upgrade the Statewide Microwave Backbone Infrastructure to Digital Technology (SCIP Initiative #7)

The current statewide microwave network is owned, operated, engineered, and maintained by the Department of Public Safety Wireless Systems Bureau (DPS/WSB) and provides microwave connectivity for local, state, and federal public safety and/or service agencies throughout Arizona. Although built primarily to support state agency radio systems, many other agencies use some portion of its capacity.

In order for the statewide microwave network to continue providing the infrastructure needed to support its mission, an upgrade of the microwave backbone to digital technology is required. A digital backbone must be in place for Arizona to implement a modern, standards-based, interoperable public safety radio communications system for the State.

The microwave backbone digital upgrade project by DPS/WSB continues to make progress, albeit at a slower pace than planned due to resource and funding constraints. As a result of grant funding and partnerships around the state, DPS/WSB completed four digital path upgrades in FY2013 with a number of additional paths in progress. DPS has targeted nine paths for completion in FY2014.

DPS/WSB informs PSIC that it is prepared to brief the JLBC on the status of the microwave project. For additional information, please contact Kevin Rogers of DPS Wireless Systems Bureau.

Sustain the State Strategic Technology Reserve (ADEM) (SCIP Initiative #8)

Key state officials need a reliable redundant communications system among and between themselves and the agencies relying on them for decisions in times of emergency. There are five mobile communications units (MCUs) placed in strategic locations around Arizona to ensure the shortest response times. An MCU – also known as a Mobile Communications Center (MCC), Mobile Communications Vehicle (MCV), or Mobile Emergency Operations Center (MEOC) – refers to a vehicular asset that can be deployed to provide or supplement communications capabilities in an incident area. These MCUs are equipped with a variety of equipment such as subscriber and base station radios of various frequency bands, gateway devices, satellite phones, wireless computer networks, video broadcasting/receiving equipment, etc. Typically these communications devices are permanently stored in the MCUs or accompanying trailers when not in use.

During the 2012 SCIP revision, Strategic Initiative #8 was changed from *Implement the STR* to *Sustain the STR* to reflect the progress made by ADEM. Arizona emergency management officials consider the Continuity of Government (COG) as the prime directive for the STR, with

augmentation of the current reserves that are deployed throughout Arizona. Future activities related to the STR need to focus on actively engaging emergency planning and communications groups statewide through briefings on the capabilities and limitations of the STR, including access and deployment procedures, and ensuring that STR equipment and request procedures are consistently documented in all statewide emergency response plans, COG plans, and TICPs.

In December 2012, the Office of Emergency Communications (OEC) awarded Arizona a Technical Assistance (TA) grant for OP-MCVS: Mobil Communications Vehicle (MCV) Support. The goal of this TA was to develop detailed Standard Operating Procedures (SOP) and Concept of Operations Plans (CONOPS) for Arizona's State MCV's (commonly referred to as the Toads and the Bullfrog).

PSIC, OEC, and ADEM met in January 2013 for data gathering for the SOP. PSIC, ADEM, Toad handlers, and OEC met again in March to review the SOP and provide feedback and updates to this document. Additional conference calls occurred to complete the documents. The documents will be made available to local agencies for their customization and use with their MCV's.

As a result of the SOP development effort, a secondary project emerged. ADEM, PSIC, and Gila County Emergency Manager's office participated in a beta test for OEC to create a video version of the Toad SOP. Videos were created to show how each piece of equipment is deployed, utilized, and shut down. The videos were put together in a similar fashion to the written SOP. This project was to determine if it is feasible to offer the video SOP as a future TA grant offering.

Upgrade Operable Communication Systems for State Agencies in Support of Interoperable Communications (SCIP Initiative #9)

RICO Project - In 2010, JLBC and PSCC approved a recommendation by PSIC for use of \$2.2 million in RICO funds for the advancement of communications interoperability along the southern Arizona border. The RICO project deploys standards-based P25 communications capabilities at six key transmitter sites supported by DPS upgraded digital microwave systems and supports hardware and software upgrades to the Yuma Regional Communications System (YRCS) infrastructure. The project provides high-level connectivity for existing and developing communication systems thus increasing interoperability capabilities during multi-jurisdictional, multi-agency response and recovery, and is designed to help mitigate impacts from critical incidents in the border region.

Additionally, the RICO Project provides communications equipment to selected law enforcement dispatch centers and Public Safety Answering Points (PSAP) in the region. Through the creation of a Southeastern Arizona Communications Center Talk Group, the dispatch centers will be able to share information and coordinate efforts between participating agencies in the border region. This will alleviate the need for dispatchers to make a phone call or send a teletype every time they need to relay information to, or coordinate with, a neighboring jurisdiction. The talk group may also be used for situations such as requesting resource assistance (e.g., K9, helicopter, officers), broadcasting critical attempts to locate (e.g., missing children, carjacking, pursuit) and immediate notification of PSAP equipment failures/evacuations. A MOU and a SOP for PSAPs

to utilize the Southeastern Arizona Communications Center Talk Group were developed by PSIC with stakeholder input.

The following project milestones were completed during FY2013:

- The sixth and final transmitter site was activated.
- The PSIC Office continued to meet with YRCS, selected law enforcement dispatch centers, and PSAPs in the region on equipment installation.
- Three agencies completed the MOU process, with nine additional agencies working through their internal process to gain approval.
- The Southeastern Arizona Communications Center Talk Group was created on the system.
- The SOP for participants to utilize the Talk Group was finalized.

Narrowbanding – “Narrowbanding” refers to a requirement by the FCC that all existing licensees on the VHF and UHF Spectrum implement equipment designed to operate on channel bandwidths of 12.5 kHz or less. Public safety licensees will need to convert or replace their existing VHF and UHF wideband (25 kHz) systems on or before January 1, 2013. Further, equipment will ultimately need to operate on bandwidths of 6.25 kHz or less. Currently no deadline is set for this requirement.

While narrowbanding is an operability issue, due to the significant impact on interoperability, the PSIC Office provided narrowbanding information and resources to Arizona agencies with wideband transmitter licenses. Activities include direct stakeholder outreach, monthly updates to the PSCC and SIEC, providing online resources, and communications to our e-mail distribution list of over 850 public safety stakeholders. As of June 30, 2013, 94.9% of transmitter licenses in Arizona (7067 out of 7454 transmitters) are in compliance with the FCC requirements. Some Arizona licensees, such as Pima County, requested and received waivers from the FCC for a designated time-frame, allowing additional time to narrowband or move off of existing VHF/UHF systems.

Attachment F: Training and Exercise Accomplishments

Develop and Implement a Training Plan to Address Interoperable Communications (SCIP Initiative #10)

Support for Statewide AIRS Training (SCIP Objective #10.3) - The statewide AIRS training program is designed to promote AIRS by informing agencies about its existence and capabilities and ensuring effective use of AIRS as a statewide interoperable communications asset.

The AIRS Training Program was developed with funding from the Interoperable Emergency Communications Grant Program. Program components include a training video produced by the Phoenix Fire Department with support of PSIC; Arizona Peace Officers Standards and Training Board (AZPOST) format lesson plan covering AIRS usage, capabilities, and limitations; a power point presentation to follow the lesson plan; and a sticker showing regional channel assignments to be inserted into the National Interoperability Field Operations Guide or placed on clipboards, dashboards, or consoles.

Throughout the year, the PSIC Office received requests from local and tribal jurisdictions for the AIRS training materials. The training program offers a free copy of the training DVD; online access to the training video and program materials on the PSIC website; and PSIC training and support for local implementation.

Advancement of Communications Unit Training and Recognition Program (SCIP Objective #10.4) - The Arizona Regional Communications Unit Recognition Program applies to those individuals who meet the recommended Federal DHS All-Hazards COML or COMT guidelines for eligibility, training and experience. The recognition procedure describes the process and criteria for being recognized as an Arizona Regional All-Hazards COML or COMT.

The NIMS-Communications Unit (NIMS-CU) Workgroup is a standing committee of SIEC. The workgroup reviews the qualifications of each applicant seeking recognition as an Arizona Regional COML or COMT and awards recognition or renewal of recognition. The workgroup may also decline to award recognition, and instead suggest additional training or experience that could enable the applicant to be recognized at a future date. The policies and procedures for the workgroup require workgroup members to have knowledge of the positions, skills and abilities needed by applicants seeking recognition as a COML or COMT. All of the 5 appointed members have the requisite qualifications.

The NIMS-CU Workgroup held five meetings during FY2013:

- August 6, 2012: NIMS-CU Application Review Meeting
- September 28, 2012: NIMS-CU Application Review Meeting
- January 3, 2013: NIMS-CU Application Review Meeting
- May 9, 2013: NIMS-CU Workgroup Annual Meeting
- August 22, 2013: NIMS-CU Application Review Meeting

During these meetings, the workgroup reviewed applicants for Arizona Regional All-Hazards Communications Unit Recognition and granted to 5 individuals the recognition as COML and to 5 other individuals the recognition of COMT. These individuals are from four counties in the State. In addition, the workgroup and PSIC staff discussed development of training related policies; reviewed the workgroup's operating policies and procedures to better define the scope

of the recognition program; and reviewed the application and taskbook review process. As of the end of FY2013, there are 20 recognized COMLs and five recognized COMTs from six counties in Arizona.

	COML		COMT	
	Trained	Recognized	Trained	Recognized
Discipline				
Emergency Management	21	5	13	2
Fire	68	6	23	-
Health Care	4	1	1	-
Law Enforcement	74	4	27	3
Other	86	4	18	-
Totals	253	20	82	5
	<i>(from AZ; since 2009)</i>			

Communications Unit Leader (COML) Training (SCIP Objective #10.4) - PSIC continues to offer COML trainings utilizing homeland security grant funds to multiple Arizona jurisdictions consistent with SCIP Objective 10.4. During the past year, the PSIC Office collaborated with ADEM and county emergency management offices for seven additional courses training 88 students:

- October 22 – 25, 2012: Yuma (Yuma)
- Jan 26 – 27 & Feb 2, 2013: Maricopa (Phoenix)
- Apr 30 – May 2, 2013: Pima (Tucson)
- May 6 – 8, 2013: Pinal (Casa Grande)
- May 10 – 12, 2013: Maricopa (Phoenix)
- May 13 – 15, 2013: Yavapai (Prescott)
- May 14 – 16, 2013: Gila (Globe)

As of the end of FY2013, 253 Arizona students have completed the All-Hazards COML Course.

County	Students Trained
Apache	4
Cochise	26
Coconino	14
Gila	3
Graham	1
Greenlee	0
La Paz	1
Maricopa	97

County	Students Trained
Mohave	15
Navajo	5
Pima	42
Pinal	7
Santa Cruz	4
Yavapai	8
Yuma	26

Communications Technician (COMT) Training (SCIP Objective #10.5) - The All-Hazards COMT course, which is led by two trained and federally recognized COMT Instructors, trains emergency responders on practices and procedures common to COMTs during all hazards emergency operations. Due to the technical nature of the training, course enrollment is limited to 15 students and is offered by invitation only. During FY2013, three All-Hazards COMT courses were held in Arizona, training 52 students:

- November 26 – 30, 2012: Maricopa County (Phoenix)
- April 22 – 26, 2013: Coconino County (Flagstaff)
- April 29 – May 3, 2013: Yuma County (Yuma)

As of the end of FY2013, 82 Arizona students have completed the All-Hazards COMT Course.

County	Students Trained
Apache	4
Cochise	26
Coconino	14
Gila	3
Graham	1
Greenlee	0
La Paz	1
Maricopa	97

County	Students Trained
Mohave	15
Navajo	5
Pima	42
Pinal	7
Santa Cruz	4
Yavapai	8
Yuma	26

COML Field Day – Since 2008, the federal Department of Homeland Security (DHS) Office of Emergency Communications (OEC) has developed a series of federally recommended training courses for All-Hazards Communications Unit positions, including the Communications Unit

Leader (COML) and Technician (COMT). The training courses provide National Incident Management System (NIMS) compliant instruction to establish core competencies and train qualified emergency responders to serve in specific positions during all-hazards emergency operations. Emergency response professionals who have completed the training must successfully demonstrate competency on a series of tasks outlined in the associated All-Hazards Position Taskbook (PTB) and be signed off by the appropriate officials to become certified in the position. The PSIC Office, through a grant from DHS, developed the Communications Unit Training Field Day (“Field Day”) to provide a hands-on training opportunity for emergency responders to complete certain required PTB tasks.

Following a competitive procurement process, the PSIC Office selected a contractor with extensive experience offering All-Hazards Communications Unit related training to help guide the development of the Field Day. The PSIC Office also collaborated with the Arizona Division of Emergency Management (ADEM) and the Arizona National Guard 91st Civil Support Team (CST) to reserve facilities at the Papago Park Military Reservation (PPMR) in order to provide ample space for activities and equipment. The facilities at PPMR supported the planned activities and provided accommodations for staff, trainees and VIP Observers.

Arizona’s first Communications Unit Training Field Day was held on February 20, 2013. The field day was open to individuals who completed the initial COML or COMT classroom training and wished to get their taskbooks signed off in order to become recognized as a regional COML or COMT. A total of 27 trainees participated, representing 19 agencies from 5 counties.

Key dates for the development of the Field Day are listed below:

2012:

- January 2012 – PSIC Office distributed a Field Day PTB survey to trainees who completed the COML course in AZ
- February/March/April 2012 – COML Field Day Request for Quote (RFQ) drafted; concept expanded to include COMT participation
- May 30, 2012 – Field Day RFQ completed per State agency procurement rules Note: Due to departure of the assigned Procurement Officer, the RFQ was not posted, as anticipated. It was also later changed to a Request for Proposal (RFP).
- June/July, 2012 – AZ Communications Unit Training and Recognition procedures reviewed by the NIMS-CU Workgroup and revised
- August 14, 2012 – AZ Communications Unit Training and Recognition procedure updates approved by the SIEC
- September 4, 2012 – Field Day Contractor RFP posted on ProcureAZ
- September 18, 2012 – AZ Communications Unit Training and Recognition procedure updates approved by the PSCC
- September 19, 2012 – RFP review meetings conducted; contractor selected via committee
- October 17, 2012 – RFP awarded to selected contractor
- November 6 – 20, 2012 – Event Planning Team (EPT) established
- November 27, 2012 – Project Plan and scoping call with contractor; resources assigned
- November/December, 2012 – Logistics and venue coordinated and reserved
- December 2012 – Field Day structure and schedule developed and reviewed by EPT

- December 6, 2012 – Initial Planning Conference (IPC) held via web conference
- December 21, 2012 – Field Day announcement and application form emailed to trainees

2013:

- January 2013 – Field Day supporting documents developed and reviewed by EPT
- January 23, 2013 – Trainee application forms due
- January 24, 2013 – Final Planning Conference (FPC) held at the Field Day venue
- January 30, 2013 – Trainee selection letters emailed to eligible participants
- February 2013 – Field Day structure, schedule, and supporting documents finalized
- February 14, 2013 – Event reminder emailed to trainees with additional participant details
- February 19, 2013 – Setup of Mobile Communications Units (MCUs) and equipment
- February 20, 2013 – Training Field Day, followed by break-down of MCUs / equipment
- February 21, 2013 – PTB Sign Off and final documentation
- February 25, 2013 – Original PTBs and event notes mailed to trainees

The successful event could not have been accomplished without the volunteer help of the Field Day Event Planning Team. The twenty individuals on the planning team contributed their time and years of first-hand operational public safety and emergency management experience at no cost to the State to plan and staff the Field Day. The members were responsible for:

- Participating in planning conferences and other planning meetings
- Contributing to scenario development for training activities
- Supporting development of activity-related documents by providing material content and feedback
- Supporting logistics by committing communications resources, as available
- Helping with Field Day set-up and demobilization
- Staffing the Field Day
- Reviewing and signing off on PTBs as appropriate

Based on the feedback that was received from the trainees and staff at the end of the event, it was clear that the Field Day provided valuable networking opportunities for all participants, as it established a learning environment in which public safety and service communications professionals were able to interact and share ideas and resources. It is the intent of the PSIC Office to offer similar events in the future as a training tool for All-Hazards Communications Unit trainees statewide and to increase mentoring opportunities for trainees. Following the event, the PSIC Office developed a Lessons Learned document to provide a high level overview of this complex event, and the information contained may be tailored to best fit the circumstances and situational needs of stakeholders involved in planning similar training events. The document indicates specific strategies that contributed to the successful implementation of the Field Day and puts forth lessons that were learned so that future event planning teams may benefit from this recorded knowledge.

FY2013 Exercises/Events

PSIC participated in the following exercises and events:

- Communications Unit Leader (COML) Credentialing Best Practice Webinar – OEC, in collaboration with the National Council of Statewide Interoperability Coordinators (NCSWIC), identified best practice models for state COML Recognition Programs and hosted several webinars featuring varying approaches to help SWICs gain a better understanding of how COMLs are becoming credentialed in other areas of the country in order to create or improve their own State processes. The interactive Certification Recognition / Best Practices webinar featuring Arizona was presented on July 31, 2012.
- Arizona Department of Health Services (ADHS) Training and Exercise Plan Workshop – ADHS partnered with ADEM to facilitate a training and exercise schedule in order to promote further collaboration and coordination. The workshop was an opportunity for participants and stakeholders participating in the Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP) and the Health and Human Services (HHS) Hospital Preparedness Program (HPP) to review and discuss exercise and training requirements in a collaborative environment. The end product of the workshop was a training and exercise schedule for the 2012-2013 grant year as well as tentative schedules through 2015. PSIC Office staff participated in the ADHS workshop on Thursday, August 16, 2012.
- The PSIC Office was invited to observe the October All-Hazards Communications Unit Leader Exercise (COMLEX) in Sacramento by California's SWIC, Michael Crews. The COMLEX is offered in the OEC Technical Assistance Catalog as a means for states to "help accelerate an individual's completion of the COML Position Task Book (PTB) and fulfilling local requirements for recognition as a COML." The exercise tasks were designed to simulate tasks which COMLs may encounter during an incident or planned event; at the end of the exercise, locally recognized COMLs signed off elements of the PTB for participants who demonstrated their proficiency. This opportunity provided a wealth of information that was invaluable to our office and the Field Day planning team.
- Effectively Incorporating Communications into Public Safety Exercises Workshop – On December 11, 2012 the PSIC Office, in conjunction with OEC/ICTAP, offered a workshop designed to help training and exercise design and planning personnel incorporate communications elements into their public safety exercises. The workshop targeted personnel who are tasked with executing both operational and discussion-based exercises for Public Safety and Public Service personnel including law enforcement, fire, hospital, public works, and emergency medical services. All public safety/service disciplines, including NGO's and tribal entities, were invited. Agencies were encouraged to send communications representatives along with their training and exercise staff. The eight hour workshop was recorded and is being divided into a series of 8-10 shorter videos for posting to YouTube and the PSIC Office website.
- Coconino County Tabletop Exercise (TTX) – On February 19, 2013, OEC and Coconino County conducted a Communications-Focused Tabletop Exercise involving over 60 participants from agencies around the county. The TTX was designed to evaluate communications plans, policies, and procedures, and to assess communications systems needed to prevent, respond to, and recover from an emergency incident scenario. An After Action Report (AAR) was reviewed on March 26 with stakeholders to celebrate

successes and discuss identified gaps in communications. The AAR was provided to the County Emergency Manager for distribution. The exercise was developed according to the following timeline:

- December 12, 2012 – Initial Planning Conference
 - January 22, 2013 – Final Planning Conference
 - February 19, 2013 – Coconino County TTX
 - March 26, 2013 – After Action Conference
- ADEM 2013 Statewide Exercise - Critical Infrastructure Seminar. Each year the Arizona Division of Emergency Management conducts a Statewide Exercise (SWE). The scenario for the 2013 Arizona SWE will simulate an extended power outage over multiple weeks. A scenario of this magnitude and the cascading effects cannot be exercised in one day, so this year there will be a series of exercises building up to the November 6, 2013, STARTEX. The Arizona Statewide Communications Tabletop occurred on June 26, 2013, and was a facilitated discussion with the intended outcome to be for all participants to identify strengths and potential communication gaps within their agency's plan. PSIC assisted by facilitating during the small group breakout sessions.

Attachment G: Usage and Outreach Accomplishments

Stakeholder Engagement and Interaction

In an effort to advance interoperable communications through shared information and strengthened partnerships among agencies, the PSIC Office promoted collaboration among members of public safety and service agencies/organizations at all levels of government throughout Arizona. See Exhibit 1 for a list of key public safety stakeholders.

Outreach activities were conducted throughout the year in the form of in-person meetings and regular e-mail communications to members of its extensive interested parties list. The PSIC Office encouraged consultation with policy makers and practitioners in support of statewide interoperability initiatives, including education regarding applicable federal and state initiatives, mandates, requirements, guidelines and efforts related to interoperable communications.

PSIC planned and facilitated eight monthly PSCC and SIEC meetings in FY2013. See Exhibit 2 for a list of topics discussed during these meetings. PSIC staff regularly attended and presented at numerous functions, including conferences, workshops, expos, taskforces, and national, multi-state (within and outside of the state), state, regional, local and working group meetings. Stakeholder outreach and interaction activities during FY2013 are too numerous to list.

When appropriate and advantageous, PSIC staff used electronic means, such as web and telephonic conference tools in support of stakeholder engagement. Additionally, the PSIC website was updated with enhanced information regarding pertinent subjects, including narrowbanding, Public Safety Broadband, NECP Goals, Communications Unit programs, CASM/TICPs, PSP/SOP revisions and updates, etc.

The PSIC Office provides a monthly update to the PSCC and SIEC on the status of all interoperable communications projects and a calendar of events. The updates are also posted on our website⁹.

Development of Statewide Education & Outreach Plan (SCIP Initiative #12)

In FY2013, the PSIC Office revised the Statewide Education and Outreach Plan Regarding Public Safety Communications Interoperability¹⁰. The plan, which suggests strategies, defines roles and provides resources, was developed to support stakeholder education and outreach activities to advance interoperable communications initiatives which impact Arizona. Since the state consists of several distinct jurisdictions at varying stages of interoperability, no single approach would be appropriate for all jurisdictions, so the plan was designed to be tailored to meet the needs of each community. The plan also highlights specific targeted interoperability topics of high priority in 2012 / 2013:

- FCC Narrowbanding Compliance
- Public Safety Broadband
- NECP Gap Closure (e.g., Regional Interoperability Planning, CASM, TICPs and other Resources)

⁹ http://www.azpsic.gov/about/monthly_project_updates.html

¹⁰ http://www.azpsic.gov/plans/Education_and_Outreach_Plan_2011_Approved_04192011.pdf

Exhibit 1: Key PSIC Office Stakeholders

Federal

Bureau of Indian Affairs
Bureau of Land Management
Congressional Leaders
Federal Communications Commission (FCC)
Federal Department of Homeland Security (DHS)
Federal Emergency Management Agency (FEMA)
Federal Law Enforcement Agencies (ATF, FBI, USMS, USPS, etc.)
National Guard Association
National Park Service
National Telecommunications and Information Administration
Office of Emergency Communications
U.S. Forest Service

State

Arizona Department of Corrections
Arizona Department of Health Services
Arizona Department of Homeland Security
Arizona Department of Public Safety
Arizona Department of Transportation
Arizona Division of Emergency Management
Arizona Legislature
Governor's Office
Grant Offices
Public Safety Communications Advisory
Commission and Committees
State Land Department
State Agency Directors
Statewide Interoperability Executive Committee and Working Groups

Local/Tribal

City Council Members
City Council Staff
City Managers
County Board of Supervisors
County Emergency Managers
County Managers
Fire Boards
Fire Chiefs and Marshalls
General Service Departments
Grant Offices
Mayors
Municipal Department Heads
School Boards
School Districts
Transportation Departments
Tribal Councils

Regional

Phoenix Urban Area Security Initiative (UASI)
Regional Emergency Communications Coordination Working Group
Regional Advisory Councils: Central, East, North, South, West
Regional Emergency Medical Services Councils (AEMS, NAEMS, SAEMS, WACEMS)
Regional System Administrators (PCWIN, RWC, TOPAZ, YRCS)
Southwest Border Working Group
Tucson UASI

Technical/Communication Staff

Communications Unit Leaders
Communications Center Managers
Communications Center Staff
Communications Equipment Vendors
Dispatchers
Engineering Staff
Local Communication Agencies
Public Safety Answering Point Supervisors and Staff
Radio Communication Departments
Radio Technical Support Departments and Technicians
Technical Communications Personnel

Responders

Bus Drivers – School and Other
Citizen Fire Academy Graduates
Citizen Police Academy Associates
Emergency Medical Services
Fire Departments
Fire Districts
Hospitals
Incident Management Teams
K-9 Teams
Police/Law Enforcement
Private Ambulance Companies
Public Service Agencies
Public Works
Utilities (APS, SRP, Water)

Associations

Arizona Ambulance Association
Arizona Life Safety Council
Fire Chiefs' Associations
Fire District Associations
League of AZ Cities and Towns
Local Emergency Planning Committees
National Council of Statewide Interoperability Coordinators
National Public Safety Telecommunications Council
Police Chiefs' Associations
State Association of Public-Safety Communications Officials
State National Emergency Number Association

Media

City PIOs
City Website Administrators
County PIOs
Governor's Office PIO
Local Television Media
Local Radio Stations
State Agency PIOs
Tribal PIOs

Other

Civic Groups
Critical Infrastructure Providers
Grant Writers
Military
Public safety / service NGOs
Public Schools
Transportation Companies

Exhibit 2: FY2013 Public Meetings

PSCC Meeting - July 17, 2012: Annual Review of SCIP Initiatives and PSIC Office Projects, Updates on the National Public Safety Broadband Network, Approval of Arizona's 2012 Strategic Communications Interoperability Plan, Approval of Statewide Education and Outreach Plan, Upcoming Events.

SIEC Meeting - August 14, 2012: Arizona Minimum Equipment Standards, Communications Unit Program Documentation, National Public Safety Broadband Network (NPSBN) Update, AIRS Improvement and Sustainability Plan, 2013 OEC Technical Assistance Requests, Environmental and Historic Preservation Compliance For Public Safety Communications Facilities, PSIC Office – Multiple Project Updates & Plan for Next SIEC Meeting.

PSCC Meeting - September 18, 2012: Arizona Minimum Equipment Standards, Arizona All-Hazards Communications Unit Training & Recognition Program, US Department of Homeland Security (DHS) Office of Emergency Communications (OEC) Update, Pima County Wireless Integrated Network (PCWIN) Update, National Public Safety Broadband Network (NPSBN) Update, Digital Arizona Project, FY2013 PSIC Office Plan, SIEC Updates, PSIC Office – Multiple Project Updates.

SIEC Meeting - October 9, 2012: AIRS Improvement and Sustainability Plan, Implementation of the Arizona Interoperable Channels Plan, Communications Unit Training & Recognition Program Update, National Public Safety Broadband Network (NPSBN) Update, PSIC Office – PSIC Office Plan, Multiple Project Updates & Priorities for Next Year.

PSCC Meeting - November 13, 2012: Approval of 2012 Annual Report to the Governor and Legislature, Arizona Department of Homeland Security (AZDOHS) Update, ADEM: 2012 COOP/COG Statewide Exercise, NECP Milestones Applicable to State and Local Governments, Statewide Interoperability Executive Committee (SIEC) Updates, PSIC Office – Multiple Project Updates.

Joint PSSC & SIEC Meeting - March 5, 2013: National Public Safety Broadband Network (NPSBN) Update, Debriefing of the Giffords Shooting - Lessons Learned, Mohave County Regional Air Ambulance Communications SOP, PSIC Office – Multiple Project Updates.

PSCC Meeting - April 16, 2013: Texas Public Safety Broadband Program, Department of Justice Southwest Border Radio System, Arizona Department of Public Safety (DPS) Update, 2013 Wildfire Communications Briefing, Lessons Learned: 2013 Arizona Communications Unit Training Field Day, PSIC Office – Multiple Project Updates.

Attachment I: Definitions of Acronyms

Acronym	Definition
AAR	After Action Report
ADEM	Arizona Division of Emergency Management
ADHS	Arizona Department of Health Services
ADOA	Arizona Department of Administration
ADOA-ASET	Arizona Department of Administration – Arizona Strategic Enterprise Technology Office
AIRS	Arizona Interagency Radio System
APCO	Association of Public-Safety Communications Officials
ATIC	Arizona Telecommunications & Information Council
AZDOHS	Arizona Department of Homeland Security
AZPOST	Arizona Peace Officers Standards and Training Board
AZPSBN	Arizona Public Safety Wireless Broadband Network Workgroup
BIA	Bureau of Indian Affairs
CASM	Communication Assets Survey and Mapping
CDC	Centers for Disease Control and Prevention
CIO	Chief Information Officer
COG	Continuity Of Government
COML	Communications Unit Leader
COMLEX	All-Hazards Communications Unit Leader Exercise
COMT	Communications Unit Technician
CONOPS	Concept of Operations Plan
CST	Civil Support Team
CU	Communications Unit
CY	Calendar Year
DHS	Federal Department Of Homeland Security
DOJ	Department of Justice
DPS	Arizona Department of Public Safety
ECP	Emergency Communication Plan
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPT	Event Planning Team
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FirstNet	First Responder Network Authority
FPC	Final Planning Conference
FY	Fiscal Year
HHS	Health and Human Services
HPP	Hospital Preparedness Program
ICS	Incident Command System
ICTAP	Interoperable Communications Technical Assistance Program
IGA	Intergovernmental Agreement
IPC	Initial Planning Conference
IWCE	International Wireless Communications Expo
JLBC	Joint Legislative Budget Committee
kHz	Kilohertz
LMR	Land Mobile Radio
LTE	Long Term Evolution
MCC	Mobile Communications Center
MCU	Mobile Communications Unit
MCV	Mobile Communications Vehicle
MEOC	Mobile Emergency Operations Center
MHz	Megahertz
MOU	Memorandum Of Understanding

Acronym	Definition
MPC	Mid Planning Conference
NCSWIC	National Council of Statewide Interoperability Coordinators
NECP	National Emergency Communications Plan
NENA	National Emergency Number Association
NGA	National Governors Association
NGO	Non-Governmental Organization
NIFOG	National Interoperability Field Operations Guide
NIMS	National Incident Management System
NIMS-CU	National Incident Management System Communications Unit Workgroup
NOI	Notice of Inquiry
NPSPAC	National Public Safety Planning Advisory Committee
NPSBN	National Public Safety Broadband Network
NPSTC	National Public Safety Telecommunications Council
NTIA	National Telecommunications and Information Administration
OEC	Office of Emergency Communications (DHS)
P25	Project 25 Public Safety Communications Standard
PC-WIN	Pima County Wireless Integrated Network
PHEP	Public Health Emergency Preparedness
PPMR	Papago Park Military Reservation
PSAP	Public Safety Answering Point
PSCC	Public Safety Communications Advisory Commission
PSCR	Public Safety Communications Research
PSIC	Public Safety Interoperable Communications Office
PSP	Policies, Standards and Procedures
PTB	Position Taskbook
RCSC	Regional Communication Systems Connections
RECCWG	Regional Emergency Communications Coordinators Working Group
RFP	Request for Proposal
RFQ	Request for Quote
RICO	Racketeer Influenced and Corrupt Organizations
RWC	Regional Wireless Cooperative
SCIP	Statewide Communications Interoperability Plan
SCMP	Strategic Communications Migration Plan
SERRP	State Emergency Response and Recovery Plan
SHSS	State Homeland Security Strategy
SIEC	Statewide Interoperability Executive Committee
SLIGP	State and Local Implementation Grant Program
SOP	Standard Operating Procedure
STR	Strategic Technology Reserve
SWE	Statewide Exercise
SWIC	Statewide Interoperability Coordinator
TA	Technical Assistance
TIC-FOG	Tactical Interoperable Communications Field Operations Guide
TICP	Tactical Interoperable Communications Plan
TRWC	Topaz Regional Wireless Cooperative
TTX	Tabletop Exercise
UASI	Urban Area Security Initiative
UHF	Ultra High Frequency
UTC	Utilities Telecommunications Council
VHF	Very High Frequency
WSB	Wireless Systems Bureau (DPS)
YRCS	Yuma Regional Communications System