PCOEM Communications

Meeting of the General Membership (GM)

July 24, 2014 -- 1900 hrs -- PECOC building

Draft notes (prepared by Jay Hand, based on bullet points noted by Mike Boger)

Attendees: Bill Adams, KC7ZZ
               Mike Boger, K7BUM
               Scott Boone, K7ADX
               Frank Brady, N0KWP
               Walt Brophy, AL7KE
               Bob Campbell, W6IK
               Jim Christian, KE7VJW
               Rick Comins, W1GHF
               Dan Donnelly, KC7VDA
               Lin Donnelly, KF7CNR
               Jim Fisher, KG7ADW
               Stan Hamnett, KS7TAN
               Jay Hand, KG7JJH
               George James, KD7XP
               Dick Jones, W0PZD
               Bob Junke, K8NRT
               Ron Kalish, N7SPW
               Gary Keck, KE7DX
               Lisa Ledbetter, KG7KIE
               Paul Ledbetter, KG7KIF
               Matt Lepree, N7EG
               Lee Perin, N7ZQL
               Phoebe Robinson, KF7SDZ
               Marvin Stafford, KB7GNX
               Henry Zappia, N7HND

1. Meeting was called to order in Room 308 at 1907 hours.

2. Discussion items were from an agenda prepared in advance by Jay Hand, plus ad hoc items.

    • Election results – 28 ballots were received; running unopposed, Bob Campbell and Gary Keck were
      reelected to their respective positions – Home Units Leader and Base Communications Leader; Stan
      Hamnett was elected to succeed Ron Kalish as Hospitals Unit Leader; terms begin on August 1,
      2014

    • Positions to fill – Secretary and Safety Officer; OEM Comm is seeking a member or members to
      serve in a Secretary position, which need not be confined to a single individual – "platooning" is
      preferable so that one person doesn't burn out and also to allow for continuous coverage; Bob
      Campbell is currently the Safety Officer but will welcome some relief from that duty – like
      Secretary, this position could be managed by more than one individual; besides presenting a
      "safety minute" at membership meetings, the Safety Officer also reviews mobile deployment
      action plans for compliance with core safety tenets

- New meeting format – as discussed in the most recent Leadership Council (LC) meeting (draft notes have been posted on the website), the LC and GM meetings will be combined into one monthly meeting, to be held on the 4th Thursday of the month; a separate Leadership Council will cease to exist; meetings will address agenda items submitted by OEM, OEM Comm leaders, and regular members alike and will be discussed and voted upon, as necessary, by all members present at a given meeting; the concept of an "advisory board", introduced at the GM meeting on June 26 and discussed again at the LC meeting on July 10, has evolved to mean, simply, that any member with knowledge, experience and/or expertise that bears on a particular issue will be encouraged to share same with the assembly to help ensure that informed decisions are made; to this end, every effort will be made to publish an agenda at least two weeks prior to the monthly meeting; tonight's meeting is a transition to the new format, in that most of the agenda items are a rehash of the most recent LC meeting, thereby giving everyone an idea of the sorts of topics that will be discussed in future meetings

- Unit reports
    - > Mobile Communications (George James) – nothing to report
    - > Base Communications (Gary Keck) – focus going forward will be on training and on creating SOPs; VHF net list has grown; no changes in the offing
    - > Home Units (Bob Campbell) – large number of check-ins on the alternate, 2m frequency; poor progagation on 75m of late; things going well overall
    - > Hospitals (Ron Kalish) – all hospitals checked in on the last net!; Ron thanked everyone for their support and pledged continued diligence in the Unit; Northwest Hospital needs a computer; Jay reported that the Windows 7 master image is almost ready to be cloned on all of the OEM Comm laptops, after which deployment to the hospitals can proceed; security of laptops loaned to hospitals needs to be addressed

- Safety Minute (Bob Campbell) – deployment checklists are a must; comment was made that the Mobile Comm Unit requires completion of several different checklists to mobilize or demobilize an asset; lightning safety powerpoint was presented (posted on website) – several myths debunked

- Ajo connection – VHF solution still needed, and that will happen only after thoughtful and diligent testing of propagation at various sites in the Ajo area; there may be a site in the Silverbell Mine area where a directional antenna can be the "missing link" between Mt Lemmon and Childs Mtn; there is still the temptation to find such a site (or sites) in the Tohono O'odham Nation – possibly Quijotoa Mtn west of Sells

- OEM Comm radio programming standards – there needs to be one program load so that all OEM Comm radios have identical channel/frequency/alias (display name) associations; this can happen only if all stakeholders meet and come to agreement; George reported that all radios in the Toad have identical programming – this may be a good foundation on which to base the master program load spreadsheet; Dan Donnelly volunteered to take the lead on assembling stakeholders to hammer out a final document – a meeting in the Radio Room was set for 1300 hrs on July 25

- Club call sign – the matter of a club call sign to replace N7OEM is still pending; the new call will set the precedent of being held by a member of OEM staff; Jay will work with Diane Zimmerman to submit the application in early August

- Website usefulness – Jay pointed out that at the last GM meeting, virtually no hands were raised in response to his question asking how many of those present visit the OEM Comm website; this response is what triggered the current topic; Scott commented that the chief value of the website is as a recruiting tool and sourceof information about OEM Comm; Jay asked if storing files and documents on the website is really necessary, if members aren't going there to view them; Stan said his stats show about 11 hits a day and was asked if a hit-counter can be connected to the site

to get actual hard data – he said he will look into it; Dan felt that having files and documents stored on the website is important, since it gives people a place to find them when and if they need them; someone asked about having to log in to get to certain areas of the website, and Stan pointed out that there is no longer any login requirement anywhere on the site

• Wireless mesh network – Jay still waiting for County approval of OEM budget so that he can buy equipment to set up OEM-sponsored nodes to establish a backbone; also waiting to see if Tohono O'odham casino profit-sharing funds will be awarded in response to request submitted in June; see draft notes of 7/10/14 LC meeting for more details

• Border Patrol sponsored COML class at PECOC 8/19-21 – "a few" seats will be available; don't know if completion of MAG300 course will be strict prerequisite

>>> UPDATE: signup is through ERMA (same as for all FEMA classroom-format courses), and therefore completion of MAG300 will be required

• Statewide communications exercise (CommEx) – 11/18-19 (TTX 8/27) – the exercise focuses on northern and central AZ (see posted scenario document), so it will be up to creative minds in OEM Comm to cook up some events for our area to tack onto the main exercise, similar to the way OEM Comm played off the Sierrita Mine Fire exercise; there will be a tabletop exercise in Phoenix on August 27 to identify capabilities and gaps among agency players; Jeff Guthrie of OEM has recommended that instead of changing the members of the groups in each of the three breakout sessions, groups should comprise agencies who are likely to work with each other based on geography and should remain unchanged from one session to the next – the State will take this suggestion under advisement

• FirstNet project – in a nutshell, a Federally-funded, data- (not voice-) centric, public service-targeted cellular network to provide coverage in rural areas and to provide proprietary bandwidth in areas that already have good cellular coverage; current effort is a needs assessment of all public service agencies in continental U.S.; for more details, see draft notes of 7/10/14 LC meeting

3. Ad hoc items

• Rick Comins asked about doing a random monthly callout using *Communicator!* to get people accustomed to being notified. Jay agreed that this is an excellent idea and will move forward with getting everyone into that system, with all of their contact information.

4. Meeting was adjourned at 2045 hours.