

# Clinton County Department of Emergency Services

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## Narrowband Radio Project Update

February, 2012

Report #12

### **INTRODUCTION**

Activity related to the Narrowband Project over the last month has been limited. Most noticeable would be the official signing by the Board of Commissioners, the contract with TransCore. Having officially entered into contract we are now awaiting the return of finalized engineering and design documents from TransCore. Upon receipt of these documents we will look to set up our “kick-off” meeting with the vendor and finalize our plans to move forward. We anticipate this meeting occurring sometime in the next couple of weeks.

As part of the proposal from TransCore they have provided pricing information specific to subscriber/ field user equipment. While we are not aware of any field user equipment needs at this point, information is available. The pricing sheets were shared electronically with fire, EMS and law enforcement. The information will be shared a second time and will also include municipal government, in the event they might have a need for additional radio equipment. If agencies are looking to purchase radio equipment, the county is not advocating the use of TransCore, it is simply an option that is available to you. Organizations are welcome to use whatever vendor they are most comfortable with. Keep in mind, the County is not buying subscriber /field user equipment for agencies. If your organization is in need of replacing radio equipment, they are responsible for those costs. If your organization has not received a copy of this pricing information and would like a copy, please let me know. I will gladly make it available along with contact information for TransCore.

At this point FCC licensing, while not complete is really a non-issue. We have preliminary information and know what frequencies have been approved for our use. We are simply awaiting the receipt of hard copy licenses.

While we are currently in a pattern of little physical activity, we continue working on things from an administrative and planning perspective. I would encourage you to keep **December 31, 2012** on your calendar as an important date. If you are not planning accordingly, the possibility exists you will not be able to talk on the County’s Public Safety Radio system. Furthermore, you could be opening your organization up to potential liability by not being in compliance with the FCC’s narrowband requirement.

## **FCC LICENSING**

With regard to obtaining FCC licensing for the various frequencies and areas of operation, we are in pretty good shape. We are simply awaiting hard copy receipt for a couple of license's. We know what all of the various channels are, we simply need the remaining hard copy documents.

Armed with the necessary frequency information, our consultant has begun to work on the licensing of base station radio's as control stations. Several organizations did complete and return to the Department of Emergency Services (DES) a Control Station Request Form. Those organizations having returned their form, are the agencies we will be targeting initially for licensing of base station radio equipment. As we begin to see those approvals returned to us from the FCC, we will be reaching out to those organizations regarding the signing of a User Agreement with the County. As a reminder, if you have submitted a request, once we receive notification to proceed from the FCC, the control station option is only for frequencies licensed by Clinton County. Any licensing for private or municipal channels is the responsibility of the organization holding the license for those private or municipal channels.

For those of you with private or municipal channels, please keep **December 31, 2012** in mind. If you have not yet done so, it is imperative that you evaluate your licensing and work towards compliance in an effort to meet the deadline of **December 31, 2012**.

## **TECHNOLOGY TIMELINE DEVELOPMENT**

As previously mentioned, the County has officially entered into agreement with TransCore. Having entered into this contract, they have begun to work on finalization of the Detailed Design Document (DDD). We anticipate having this document in our possession for formal review by our consultant prior to February 17, 2012. Additionally, once this DDD has been received, we will be scheduling our official kick-off meeting with TransCore to discuss the details of the DDD and how we will plan to move forward. Since signing into contract with TransCore, in addition to finalizing the DDD they have taken advantage of the unseasonably nice weather and conducted some preliminary evaluation work at the tower sites. The information they have obtained through these visits will most likely be used as we work to develop and finalize the technology timeline for this project.

### ***OPERATIONAL TIMELINE DEVELOPMENT***

Not much activity has occurred with the thought process of transition the end user/subscribers (field users). For the most part this has been briefly discussed in very broad fashion at the Law Enforcement Committee and Fire Procedure Committee Meetings held in January. This transition will be discussed in greater detail during future meetings.

### ***REVIEW & REVISION OF CURRENT RADIO PROCEDURES***

With meetings in the month of January primarily being informational and reorganizational in nature, no activity has occurred regarding revision of radio procedures. Some valid ideas and points of concern have been briefly discussed, but no formal action taken. It is our expectation we will get back on track with procedure discussions during our February and subsequent meetings.

### ***PROJECT IMPLEMENTATION***

While the County, its consultant and TransCore have yet to meet officially as a project team, indications are we will have no issues being transitioned to our narrowband compliant radio system prior to the ***December 31, 2012*** deadline. We remain optimistic that all phases of implementation will be complete sometime in October of 2012 and be ready for system testing, acceptance and cutover. These details will be more formally outlined once we have our initial “kick-off” meeting and reviewed the details associated with the Technology and Operational Timelines.

### ***SYSTEM TESTING***

With hopes of all system components being in place and programming of field user radio equipment complete, system testing will hopefully be conducted through October 2012.

### ***SYSTEM ACCEPTANCE***

Upon successful completion of system testing, the County will accept the system as complete and then schedule an official date for cutover to the new system. Presently System Acceptance is anticipated to occur sometime in early November 2012.

### ***SYSTEM CUTOVER***

Official cutover to the new system will occur on the officially proposed date. Field user agencies will be notified of the official date and time for cutover. Presently the County anticipates cutover occurring in mid to late November 2012.

### **MESSAGE FROM DIRECTOR**

While it is difficult from the outside to see anything happening with regards to the Narrowband Radio Project, rest assured things are moving forward. Through proper planning we have positioned ourselves well for meeting the FCC deadline of **December 31, 2012**. We continue to move forward administratively in our preparations for the transition in hopes of making the change over as seamless as possible. While our primary intent for this project was to maintain FCC compliance with our public safety radio system, careful planning has afforded us additional opportunities for the overall system. Opportunities, which will enhance and improve our two-way public safety radio coverage as well as enhance our infrastructure.

The Department of Emergency Services remains committed to insuring an orderly transition to a narrowband compliant radio system. Furthermore, we will continue working as a resource to local municipal government and the public safety community. I would ask that you share this document with your fellow public safety personnel and municipal officials. Sharing of this document will help to keep everyone informed of the FCC mandate to be narrowband compliant by **December 31, 2012**. Sharing this document will also help to keep everyone informed of the activities associated with improvements to Clinton County's public safety radio system. As always should you have questions, please feel free to contact me directly by telephone or Email. My office phone is **(570) 893-4090 ext. 3407**, and my Email address is [kfanning@ClintonCountyPA.com](mailto:kfanning@ClintonCountyPA.com).