Clinton County Department of Emergency Services

Narrowband Radio Project Update

June, 2012

Report #16

INTRODUCTION

Physical signs of the Clinton County Narrowband Radio Project continue to be seen. About 90% of the civil work needing completed at the tower sites has been completed. As part of this report you will find photo's of the before and after of three (3) tower sites. A noticeable improvement that will make general maintenance a great deal easier and help to reduce extended maintenance costs at the tower sites.

Since our last update TransCore has all but completed the "racking-up" of tower site equipment for the various tower sites. The equipment is at their Williamsport facility and awaiting delivery to various tower sites once they have reached that point of the project. In addition to "racking up" of equipment for the tower sites, TransCore has also assemble the various components of our new radio console equipment for in the dispatch center. We will be traveling to the TransCore facility during the week of June 4, 2012 for a planning meeting and to also inspect the equipment. TransCore is currently working on programming related to the console equipment in preparation for installation here at the Communications Center. This work is scheduled to begin the week of June 11, 2012. TransCore anticipates it will take approximately two (2) weeks for install of this equipment. With that in mind we hope to possibly be cutting over to the new dispatch console the week of June 25, 2012.

Generally speaking, things are progressing well to this point and we have not run into any major stumbling blocks. So keep your fingers crossed and hope that our luck holds out for the duration of the project. Provided that we do not run into any major problems or issues, being transitioned to our new radio system prior to ***December 31, 2012*** will not be an issue for us. We remain optimistic in our approach as we continue to move forward.

TECHNOLOGY TIMELINE DEVELOPMENT

We have been able to check a number of the "complete" boxes with the Technology Timeline, as radio equipment has been received and assembled, as well as the completion of civil work at tower locations. With the bulk of this work complete, the challenges begin with regard to install of equipment and completion of antenna work at the various tower sites. If there is a point in this project where things could go off schedule this would be it, simply because of Mother Nature. The biggest challenge there will be the scheduling of the climbers to conduct the antenna work on the towers. We need to have good weather in order for this particular work to occur. Again, keep your fingers crossed.

As previously mentioned we will be traveling to the TransCore facility during the week of June 4, 2012 to see and inspect assembled equipment. While there, we will also be conducting a face-to-face project meeting in lieu of the bi-weekly conference call. With a number of items on the agenda for discussion, the primary focus will be on the finalization of a plan for testing and cutting over to the new system. With any kind of luck, we hope to walk away from this meeting with finalized information related to testing and cut over. That being said, if we are in agreement and finalize the plan, field users/ subscribers will potentially be provided this information prior to dissemination of the next Project Update Document. We continue to project official cutover and acceptance sometime in November of 2012.

OPERATIONAL TIMELINE DEVELOPMENT

Finalization of an Operational Time line is a little difficult without knowing the process for system testing and cutover. However, we have made progress in our discussions with law enforcement as well as fire & EMS groups regarding reprogramming of field user/subscriber radio equipment. Information has been distributed to the **Fire & EMS Users** for programming. **Fire & EMS Users** will need to have initial programming completed by **Monday August 6, 2012**. We are awaiting clarification on a few more things regarding the Law Enforcement Users and hope to distribute similar information by early in July. Again, with the limited amount of radio equipment being used by law enforcement, discussion has centered round the possibility of only needing to program radio equipment once. However, based on the outcome of our plan for testing and cut over, it is possible law enforcement may also need to have their equipment programmed twice. We are hopeful this is not the case, but there is no guarantee yet.

With so much subscriber/field user equipment on our radio system, coordination and programming of such equipment is certainly a huge challenge. We want to be certain the process is as seamless as possible without the loss of radio system coverage. ***So as we move along through this portion of the process if you have any questions or if something does not seem quite right to you, please do not hesitate to call.***

REVIEW & REVISION OF CURRENT RADIO PROCEDURES

Fire/EMS continues working on formal review of procedures through their Procedure Review Committee meetings. At this point most of the procedure followed by the fire and EMS community has been reviewed and recommendations made for changes. After the review is completed and changes made, a series of meetings will be held to review the changes and also offer an update and status of the overall project. These meetings will be scheduled for sometime over the summer months. Law enforcement is following a similar path with respect to review of their radio procedures. Minor changes are expected with communications procedures for law enforcement, as we are greatly increasing their frequency capacity. Much like the fire & EMS group, a similar education and review process will occur for law enforcement but on a smaller scale.

PROJECT IMPLEMENTATION

As previously mentioned, during our kick-off meeting with TransCore they have proposed a timeline a few weeks shorter than the one we had originally planned for. However, we will continue to use the original timeline projecting cutover and acceptance in November of 2012. Regardless, either timeline has us transitioning to the new narrowband compliant radio system well in advance of the ***December 31, 2012*** deadline. Having given consideration to the details of this project, in our planning we have done our due diligence and allowed for contingency time in the event we should run into any unexpected issues. We remain confident in the direction we are going and the amount of time we have remaining for implementation and transition.

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 a predetermined 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

Physically being able to see completed work, have discussions about equipment assembly and also engage in planning for test and cutover are truly signs the project is in full swing. If the summer months go as fast as the first five (5) months of this year, we will be through the testing and cutover phase of the project before we know it. While a great deal of planning has gone into getting us this far, our work is not yet complete. In order for things to continue moving in a positive and productive direction, our planning will continue through until acceptance of the new system has occurred.

If the early weeks of summer are any indication of the weather we can anticipate throughout the summer and early fall, we certainly have some work ahead of us to see the project through and meet the anticipated end date. With open dialog and making planning adjustments as situations present themselves, I have a high degree of confidence we will still meet project completion well ahead of ***December 31, 2012***.

As we continue to monitor deployment activity and make planning adjustments, over the next several weeks we will also be working to finalize agreements with out of county users. Additionally, we also hope formalize user agreements with agencies in Clinton County, whom have requested to operate base station radio equipment as a control station on the County's public safety communication radio system. Even though the physical work has begun, we still have a great deal of administrative and planning work to complete, as well as continue to monitor project progress.

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.

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