

STATE OF IDAHO
REGION 12
4.9 GHz REGIONAL PLAN

Versions

| | |
|-----------|--|
| 5-25-2004 | 1 st draft – Used Alaskan Region 2 as a template. Needs Section 4, App. B., & App. C. |
| 6-18-2004 | 2d draft – Global search of document for Alaska vs. Idaho. |
| 7-21-2004 | 3d draft – Changed Vice Chairman and correction of typographical errors. |
| | |
| | |

Table of Contents

1. Region 12 Idaho 4.9 GHz Regional Planning Committee 3
2. Region 12 Planning Committee Membership 3
3. Description of Region 12: State of Idaho 3
4. Notification Process..... 4
5. Regional Plan Summary 4
6. Priority Matrix 5
7. Region Coordination 5
8. Adjacent Region Coordination 5
9. Spectrum Usage..... 5
10. Future Planning Procedures..... 6
11. Chairperson Certification 6

- Appendix A Bylaws
- Appendix B Committee Members
- Appendix C Meeting Notifications

STATE OF IDAHO - REGION 12

4.9 GHz REGIONAL PLAN

1. Region 12 Idaho 4.9 GHz Regional Planning Committee

The 4.9 GHz Planning Committee is a subcommittee of the Region 12 - 700 MHz Regional Planning Committee (RPC). It is comprised of a mixture of State, Local, Municipal employees, and private industry persons.

2. Region 12 Planning Committee Membership

The Region 12 Planning Committee maintains a current list of members (and other active participants) with their affiliation and contact information (Appendix B). Each Region 12 Council member has established membership criteria based upon the adopted Region 12 Bylaws (Appendix A) for the 700 MHz Planning Committee.

The Regional Planning Committee Officers are:

| | |
|-------------------------|--|
| Chairperson | Bart Hamilton 7200 Barrister Drive Boise, ID 83704 Phone 208-377-6552 FAX 208-377-6535 BHamilton@adaweb.net |
| Vice-Chairperson | V. Michael Sanders 5800 S 5 th Ave. P.O. Box 4666 Pocatello, ID 83205-4666 Phone (208) 236-7130 mikes@co.bannock.id.us |
| Secretary/ Treasurer | Lorraine Elfering 1115 Albany St. Caldwell, ID 83605 Phone (208) 454-7534 lelfering@canyoncounty.org |

3. Description of Region 12: State of Idaho

The State of Idaho is a single planning region (Region 12) for both the 700 MHz and 800 MHz public safety bands. Region 12 is bordered by Canada on the North, the State of Montana and the State of Wyoming to the East, the State of Utah and the State of Nevada to the South, and the State of Oregon and the State of Washington to the West.

From the pristine forests and mountainous areas of northern Idaho to the high plains areas of southern Idaho, the state has an assortment of population densities and economic diversities. The climate in the many regions of Idaho varies from sub-Arctic in the north to desert in the southwest area of the state. Indian and pioneer history abounds throughout Idaho.

There are 44 counties in Idaho. Appendix E shows the counties with population figures. Boise (Ada County) is the largest city in this region and along with the cities of Caldwell (Canyon County), Kuna (Ada County), Meridian (Ada County), Eagle (Ada County), and Nampa (Canyon County) make up a metropolitan area that is the most significant economic engine in the western part of the state.

The largest urban areas in the eastern portion of the state are in the Idaho Falls (Bonneville County) and Pocatello (Bannock County) urban areas. The Twin Falls (Twin Falls County) urban area is in the south-central portion of the state. The southern portion of the state is a rural and agricultural in nature.

Coeur d'Alene (Kootenai County) is a significant urban area that is surrounded by forests and agricultural areas. Lewiston (Nez Perce County) is the only inland seaport in Idaho. Rural and agricultural areas surround Lewiston.

4. Notification Process

30 days notice was given prior to the first 4.9 GHz RPC meeting held on March 2, 2004. The meeting notification was posted on the FCC website (<http://www.fcc.gov/>). All follow-up meeting notifications will/have been posted on the FCC website and the State of Idaho, Region 12 website for public notifications. See Appendix C for copies of the latest announcements.

The five Indian Tribal Governments in Idaho were notified of the 4.9 GHz meeting that was held in conjunction with the 700 MHz RPC meeting. It was determined at the March 2, 2004, meeting to proceed with a 4.9 GHz planning effort.

All 4.9 GHz planning meetings are posted and open to the public. Meeting minutes are recorded, which include comments from all meeting attendees. The meeting minutes are maintained by the Regional Chairperson.

5. Regional Plan Summary

The goal of the RPC and this plan is to allow for the widest use of the 4.9 GHz spectrum and provide a conduit for cooperation and coordination for all public safety entities that may benefit from the spectrum usage.

Request for channels will be sent to the RPC Chair (contact information provided in section 2). Channel allocation is on a first come first serve basis. Conflicts will be handled according to the priority matrix as described in the next section.

6. Priority Matrix

The following matrix will be used if two or more request for the same spectrum is submitted to the RPC at the same time. Otherwise, frequency allocation will be granted on a first come, first serve type basis.

- Priority is given to users fundamentally involved with the protection of life and property (15 points).
- Priority is given to multi-agency systems that promote multi-agency, inter-discipline interoperable communications. These systems can be either a group of separate departments within a large agency or groups of agencies operating together under a large blanket agency, or a combination of both (25 points).
- The submission of some form of proof of financial commitment, accompanied by a Request for Proposal (RFP) outlining the design of the proposed system and detailing the development of the requested channels will be required to be submitted to the RPC prior to approval (35 points).

7. Region Coordination

The RPC will evaluate all regional request and applications for frequencies. The entire 50 MHz spectrum will be open to all county-like areas. An engineering review will be initiated to determine that the frequencies requested will not interfere with existing system plans. Given the low population density in Idaho, and the availability of spectrum, the RPC does not perceive there will be conflicts for available channels. In the event there is a conflict the RPC will use the evaluation matrix as described in section 6 of this plan.

All requests are to be submitted to the Region 12 chairperson for evaluation by the RPC at the next scheduled RPC meeting.

8. Adjacent Region Coordination

Region 12 shares borders with neighboring Region 25 (Montana), Region 46 (Wyoming), Region 41 (Utah), Region 27 (Nevada), Region 43 (Washington) and Region 35 (Oregon). Region 12 will coordinate channel allocations with all bordering regions for those channels established by planning as statewide use. Region 12 will provide data to the National Public Safety Telecommunications Council (NPSTC) Pre-coordination Data Base to assist with adjacent region coordination.

The RPC will ensure that applicants complete coordination with Canada if required.

9. Spectrum Usage

Region 12 has a small population base spread over a large area. Currently there is little frequency congestion in other available spectrum including 700 MHz and 800 MHz and the

unlicensed spread spectrum bands. The RPC does not believe there will be conflict for the 4.9 GHz frequencies. All of the 18 channels will be available for each county-like area on a first come first serve basis. The RPC will review the applicants' system design to ensure the coverage does not extend beyond their jurisdictional borders.

Conflict resolution will be handled using the priority matrix as described in Section 6. The RPC is requiring that all 4.9 GHz license applications be approved by the RPC prior to submission to the FCC. The RPC will coordinate with new and existing applicants to encourage cooperation between public safety entities.

10. Future Planning Procedures

Future Planning & Minutes

Annual meetings and special meetings will be held in accordance with the 700 MHz RPC bylaws (Appendix A). Meeting announcements will be posted on the following website:

<http://www.700region12.org>

The RPC chair will maintain meeting minutes for a minimum of three years.

Database Maintenance

The RPC will use the existing FCC database or the NLECTC 700 MHz pre-coordination database if it is updated for the 4.9 GHz spectrum.

11. Chairperson Certification

“I hereby certify that all planning committee meetings, including subcommittee or executive committee meetings were open to the public.”

Signed _____

Region 12 Chairperson
Bart Hamilton
Dispatch Commander
Ada County, State of Idaho

Appendix A

Bylaws

**THE BYLAWS OF REGION 12-IDAHO
MAY 22, 2002**

ARTICLE I

NAME & PURPOSE

- 1.1 Name and purpose. The name of this Region shall be Region 12. Its primary purpose is to foster cooperation, planning, development of regional plans and the implementation of these plans in the 700 MHz Public Safety Band.

ARTICLE II

MEMBERS

For purposes of this Article, the term “member,” unless otherwise specified, refers to both voting and non-voting members.

- 2.1 Number, Election and Qualification. The Regional Committee shall have two classes of members, “voting members” and “non-voting members.” New members may be added at annual, special, or regular meetings.
Voting Members. Voting members shall consist of one representative from any single agency engaged in public safety eligible to hold a license under 47 CFR 90.20, 47 CFR 90.523 or 47 CFR 2.103. Except that a single agency shall be allowed no more than one vote for each distinct eligibility category (e.g. police, fire, EMS, highway) within the agency’s organization or political jurisdiction. In voting on any issue the individual must identify himself/herself and the agency and eligibility category that he or she represents. Voting members may not vote on issues involving their entity.
Non-Voting Members. Non-voting members are all others interested in furthering the goals of public safety communications.
- 2.2 Tenure. In general, each member shall hold MEMBERSHIP from the date of acceptance until resignation or removal.
- 2.3 Power and Rights. In addition to such powers and rights as are vested in them by law, or these bylaws, the members shall have such other powers and rights as the membership may determine.
- 2.4 Suspensions and Removal. A representative may be suspended or removed with cause by vote of a majority of members after reasonable notice and opportunity to be heard. Failure to attend 50 % of meetings held in a calendar year shall be a specific cause for removal from the membership.
- 2.5 Resignation. A member may resign by delivering written resignation to the chair, vice chair, treasurer or secretary of the Regional Committee or to a meeting of the members.
- 2.6 Annual Meetings. The annual meetings of the members shall be held at various locations on May 22nd each year or if that date is a legal holiday in the place where the meeting is to be held, then at the same hour on the next succeeding day not a legal holiday. Meetings will be held in North Idaho for the years 2003, 2006, 2009, in Southwest Idaho

for the years 2002, 2005, 2008, and in East/Southeast Idaho for the years 2004, 2007, 2010.

If an annual meeting is not held as herein provided, a special meeting of the members may be held in place thereof with the same force and effect as the annual meeting, and in such case all references in these bylaws, except in this Section 2.6, to the annual meeting of the members shall be deemed to refer to such special meeting. Any such special meeting shall be called and notice shall be given as provided in Section 2.7 and 2.8.

- 2.7 Special Meetings. Special meetings of the members may be held at any time and at any place within the Regional Committee area. Special meetings of the members may be called by the chair or by the vice-chair, or in case of death, absence, incapacity, by any other officer or, upon written application of two or more members.
- 2.8 Call and Notice.
- A. Annual meetings. Reasonable notice of the time and place of special meetings of the members shall be given to each member. Such notice need not specify the purposes of a meeting, unless otherwise required by law or these bylaws or unless there is to be considered at the meeting (i) amendments to these bylaws, (ii) an increase or decrease in the members of members, or (iii) removal or suspension of a member who is an officer.
- B. Reasonable and sufficient notice. Except as otherwise expressly provided, it shall be reasonable and sufficient notice to a member to send notice by mail at least thirty days (30) or by e-mail/facsimile at least thirty days (30) before the meeting, addressed to such member at his or her usual or last known business address, or, to give notice to such member in person or by telephone at least thirty days (30) before the meeting.
- 2.9 Quorum. At any meeting of the members, a majority of the officers and a minimum of twenty members (20) of the voting members shall constitute a quorum. Any meeting may be adjourned to such date or dates not more than ninety days (90) after the first session of the meeting by a majority of the votes cast upon the question, whether or not a quorum is present, and the meeting may be held as adjourned without further notice.
- 2.10 Action by Vote. Each voting member, representing a particular agency (one vote per agency) shall have one vote; non-voting members have no right to vote. When a quorum is present at any meeting, a majority of the votes properly cast by voting members present shall decide any question, including election to any office, unless otherwise provided by law or these bylaws.
- 2.11 Action by Writing. Any action required or permitted to be taken at any meeting of the members may be taken without a meeting if all members entitled to vote on the matter consent to the action in writing and the written consents are filed with the records of the meetings of the members. Such consents shall be treated for all purposes as a vote at a meeting.
- 2.12 Proxies. Voting members may vote either in person or by written proxy dated not more than one month before the meeting named therein, which proxies shall be filed before being noted with the secretary or other person responsible for recording the proceedings of the meeting. Unless otherwise specifically limited by their terms, such proxies shall entitle the holders thereof to vote at any adjournment of the meeting by the proxy shall terminate after the final adjournment of such meeting.

- 2.13 Voting on One's Own Application. At no time can a voting member vote on his/her application.
- 2.14 Special Interest Voting. A voting member cannot have a commercial interest in any of his/her region and/or adjacent regions application(s) on which he/she is reviewing, approving and/or voting.

ARTICLE III

OFFICERS AND AGENTS

- 3.1 Number and qualification. The officers of the Regional Committee shall be a chair, vice chair, treasurer, secretary and such other officers, if any, as the voting members may determine. All officers must be voting members of the Regional Committee.
- 3.2 Election. The officers shall be elected by the voting members at their first meeting and, thereafter, officer elections be held every two (2) years at the annual meeting of the members.¹
- 3.3 Tenure. The officers shall each hold office until the annual meeting of the members held within one year from the adoption of these bylaws, or until their successor, if any, is chosen or in each case until he or she sooner dies, resigns, is removed or becomes disqualified.
- 3.4 Chair and Vice Chair. The chair shall be the chief executive officer of the Regional Committee and, subject to the control of the voting members, shall have general charge and supervision of the affairs of the Regional Committee. The chair shall preside at all meetings of the Regional Committee.
The Vice Chair, if any, shall have duties and powers, as the voting members shall determine. The vice-chair shall have and may exercise all the powers and duties of the chair during the absence of the chair or in the event of his or her inability to act.
- 3.5 Treasurer. The treasurer shall be the chief financial officer and the chief accounting officer of the Regional Committee. The treasurer shall be in charge of its financial affairs, funds, and valuable papers and shall keep full and accurate records thereof.
- 3.6 Secretary. The secretary shall record and maintain records of all proceedings of the members in a file or series of files kept for that purpose, which file or files shall be kept within the Region and shall be open at all reasonable times to the inspection of any member. Such file or files shall also contain records of all meetings and the original, or attested copies, of bylaws and names of all members and the address (including e-mail address, if available) of each. If the secretary is absent from any meeting of members, a temporary secretary chosen at the meeting shall exercise the duties of the secretary at the meeting.
- 3.7 Suspension or Removal. An officer may be suspended with cause by vote of a majority of the voting members.
- 3.8 Resignation. An officer may resign by delivering his or her written resignation to the chair, vice-chair, treasurer, or secretary of the Regional Committee. Such resignation

¹ Revised by motion, May 30, 2003 meeting minutes.

- shall be effective upon receipt (unless specified to be effective at some other time), and acceptance thereof shall not be necessary to make it effective unless it so states.
- 3.9 Vacancies. If the office of any officer becomes vacant, the voting members may elect a successor. Each such successor shall hold office for the remainder terms, and in the case of the chair, vice chair, treasurer and clerk until his or her successor is elected and qualified, or in each case until he or she sooner dies, resigns, is removed or become disqualified.

ARTICLE IV

AMENDMENTS

These bylaws may be altered, amended or repealed in whole or in part by vote. The voting members may by a two-thirds vote, alter, amend, or repeal any bylaws adopted by the Regional Committee members or otherwise adopt, alter, amend or repeal any provision which FCC regulation or these bylaws requires action by the voting members.

ARTICLE V

DISSOLUTION

This Regional Committee may be dissolved by the consent of two-thirds plus one of the members in good standing at a special meeting called for such purpose. The FCC shall be notified.

ARTICLE VI

RULES OF PROCEDURES

The Conduct of Regional Meetings including without limitation, debate and voting, shall be governed by Robert's Rules of Order, newly revised 1990 edition, ninth edition, Sarah Corbin Robert, Henry M. Robert III, and William J. Evans.

Appendix B
Committee Members
(To Be Published)

Appendix C
Meeting Notifications
(To Be Published)