

**Statewide System Management Group
of the
Wisconsin Interoperable System for Communications**

**Meeting Notes
August 26, 2008
Plover Village Hall, Plover, Wisconsin**

Present

Pickering, Guse, McVicar, Tveit, Satula, Wittkamp, Sweeney, Handlin, Lord-Kouraichi, Schomisch, Barthuly, Collins, Joski, Hanson, Carlson, Gresham, Podoll, Meier

Other Attendees

Marmor, McClelland, Spenner

Absent

Mahoney, Sonntag, Hansen

Agenda Items

1. Minutes: Correction was raised and noted to minutes of May 2, 2008 to correct reference to Jennifer L-K to Jennifer Lord Kouraichi.

Minutes unanimously approved with correction.

Vice Chair Pickering called for SSMG members to introduce themselves. He noted one new appointee from the Badger State Sheriff Association, Sheriff Mark Podoll.

Discussion occurred on SSMG vacancies. There have been new local assignments at the FBI and this may offer a new opportunity for FBI participation on the SSMG.

Randy Pickering indicated he would reach out to WEMSA to see if their leadership would make an appointment.

Vice Chair took note that future agenda item will be election of Chairman to SSMG (replacing Tom Richie) and any other open positions that could occur.

Further discussion will occur on the Membership paragraph "a6" regarding Federal Agency membership. It could be FBI but another agency, or federal planning role might be more appropriate. Matt Joski, Dave Spenner, and Randy Pickering will have discussion and invite the most appropriate federal government representative.

2. Communications Received:

Vice Chair Pickering led discussion on a Communication received from Appleton Fire Department. Jennifer Lord Kouraichi motioned, John Sweeney seconded for a letter to be sent to them that the SMMG is referring this to the SIC and to urge them for more information of the current status to have them contact Carl Guse. Second was made by (male voice). Discussion followed on the motion. Motion Carried.

3. NTIA and ICTAP Presentation: Ed Holler of SPAWAR Systems Center made a presentation about the federal process and its application to the WI Statewide Communications Interoperability Plan and Wisconsin's Investment Justification for the PISC funding. Ed summarized his review of the Wisconsin concept and noted it has parallels to other states. He noted some states effort was to build out across the state all at the same time and others have opted to build out sequentially in regions within the state. Either method is acceptable but the PISC funding must achieve new interoperability statewide.

Funding must address communication interoperability for multiple agencies/jurisdictions in order to meet the PSIC grant requirements. This includes interoperability between state, regional, and local agencies in order to achieve "statewide interoperability."

In response to a question about Wisconsin's ability to change its investment justification, Ed Holler noted that a change is possible if Wisconsin is willing to follow the federal process. Any new PISC investment proposal must advance the WI SCIP Plan. The WI SCIP could be amended (if there was a desire to propose funding something not in the SCIP) if the SCIP is updated based upon a collaborative process (local statewide input and adoption by the statewide interoperability governance council (SIEC or Wisconsin's equivalent)).

Ed Holler noted that PISC funding expires on September 30, 2010 and that consensus is important to achieve in the very near future so that maximum time exists to complete the project(s).

Questions and answer discussion followed.

When questioned about the timeline to achieve the current SCIP Plan in Wisconsin, David Spenner noted that an engineering study from 2004/05 was the basis for the Wisconsin Statewide Public Safety Communication System (WSPSCS) Plan which went through regional listening sessions prior to approval. WSPSCS direction was refreshed over the summer of 2007, updated and approved by the SIEC. WSPSCS was incorporated into the SCIP Planning workshop in the fall of 2007. PISC funding Planning occurred in the fall of 2007. The PISC Investment Justification and the final WI SCIP Plan were completed in 10 weeks and approved for submission by the SIEC in December 2007. Depending on what aspects of the process you want to consider being part of the planning process, the time requirements to achieve the current plan took a minimum of 7 to 12 months in order to gain local input, draft proposals, discuss, redraft,

and approve a SCIP Plan. Wisconsin will be going through an updating process in late 2009/2010.

4. OJA Updates

Dave Spenner briefed on the MOU requirements for Homeland Security Funding and PISC funding and that the Sustainability Committee would be presenting more on the topic. Vice Chair Pickering added that he felt further outreach was needed and that the SSMG could play a bigger role in the future.

5. Technical Report

Carl Guse (committee chair) reported:

- The committee has draft FAQ's for SSMG adoption which were distributed for review and future action.
- Vice chair asked Carl to email to SSMG members and give 1 week for concurrence. SSMG members should send minor wording changes to Carl. Matt Joski and Seconded by Mark Handlin that if members raise a serious concern that the matter be held over for a future agenda otherwise the item can be adopted. Motion carries.
- Carl proposed the committee be authorized to engage the federal government agencies into discussion about participation with WISCOM.
- Moved by Jennifer Lord-Kouraichi and seconded by Keith Tveit that the committee engage the Federal Government/Department of Interior in discussions to begin to work together, with future action by the SSMG. Motion Carried
- Carl Guse passed around a sample MOU with the Idaho statewide communications system and the Federal Government.
- Carl updated on the Engineering RFP noting that additional questions are going back to the top 2/3s of proposers.
- Carl moved and seconded by Brian Satula for acceptance of the Recommendation of the Frequency Planning Evaluation Committee to enable a contract with Federal Engineering for the Frequency Plan Study. Motion Carried.

6. Sustainability Committee

- July meeting minutes were distributed by Jennifer Lord-Kouraichi and she reviewed their activities. She noted they adjusted and approved the MOU language for the HSGP funding recommending the SSMG members sign the document.

- Discussion then turned to the PISC MOU and Statement of Terms and Conditions.
 - o Motion was made by Karen Carlson, seconded by Brian Satula. Friendly amendment that these documents be taken as drafts to the 4 core groups who need to sign the MOU by various delegates who will take responsibility to work as subgroups to get feedback and needs for change that will ultimately gain the subgroup support. These subgroups will come back together to the SSMG on 10/23 with reports. Friendly amendment accepted by both. Discussion by Rich McVicar. Call the question on the motion. Motion carried.
 - o The leaders for the dialog back to the 4 subgroups are:
 - Matt Joski – BSSA
 - Tony Barthuly – WCPA
 - Brian and Randy – WSFCA
 - Jennifer Lord-Kouraichi- WEMA
- Motion was made by Randy Pickering, seconded by Carl Guse regarding the HSGP MOU that the document reviewed at this meeting be accepted. The SSMG is asked to sign the document and fax it back to David Spenner by 9/5/08. Motion Carried.

6. Next Meeting

Probable Agenda Items

- Discussion about what did we learn about whether PSIC IJ's can be changed?
- Nominations and selections of SSMG Chair and any other vacancies.

Next meeting will September 19, 2008 at 9 AM at a site to be determined by the chair. SSMG participation by teleconference will be enabled.