

The Interoperability Council moves to adopt the Charter for the **Interoperable Communications Standards Group (ICSG)**.

Whereas, the state of Wisconsin statewide and local public safety agencies have agreed in principle that interoperable voice and data communications enhances individual agency ability to accomplish its mission and purpose, and

Whereas these individual agencies include state agencies, local government, first responders (including private ambulance providers, other authorized non-government organizations), and local federal and tribal public safety agencies, and

Whereas the Office of Justice Assistance under Wis. Stats. §16.964 is to provide staff support for the Interoperability Council under §16.9645 and oversight of the development and operation of a statewide public safety interoperable communication system, and

Whereas the Interoperability Council under Wis. Stats. §16.9645 (2) (f) is to make recommendations to the Office of Justice Assistance on technical and operational standards for public safety interoperable communication systems, and guidelines and procedures for using public safety interoperable communication systems, and

Whereas, all public safety answering points fundamentally contain interoperable communications systems and personnel that operate these systems, and

Whereas, the Office of Justice Assistance and the Interoperability Council seek to focus on their respective statutory duties and the strategic vision, goals and objectives reflected in the Statewide Communication Interoperability Plan (SCIP), and

Whereas the Interoperability Council has chartered other bodies to assist the Interoperability Council on various aspects of its statutory authority, no body is chartered is to assist with technical and operational standards for public safety interoperable communication systems, and guidelines and procedures for using public safety interoperable communication systems, and

NOW, THEREFORE, the Interoperability Council hereby charters the Interoperable Communications Standards Group (ICSG) as a subcommittee of the Council for the mission and purposes stated below. The provisions of this charter are as follows:

I. MISSION STATEMENT

The mission of the Interoperable Communications Standards Group (ICSG) is to assist with technical and operational standards for public safety interoperable communication systems, and guidelines and procedures for using public safety interoperable communication systems consistent with the goals, objectives and policies reflected in the Statewide Communication Interoperability Plan (SCIP).

II. ACTIVITIES

1. The purpose of the Interoperable Communications Standards Group (ICSG) shall be to improve and facilitate interoperability of radio communications in Wisconsin by

recommending to the IC adoption of Wisconsin Public Safety Technical and Operational Communications Standards. These standards are for public safety interoperable communication systems, 911 centers/public safety answering points (PSAP).

2. Assist the Statewide Interoperability Manager and the Interoperability Council through liaison with other entities that perform similar duties to ensure a coordination of efforts.
3. The group will serve as a resource and make recommendations to the Interoperability Council concerning entities seeking recognition of compliance with Wisconsin Interoperability Council Standards for Public Safety Answering Point facilities and systems.
4. The group will serve as a resource and make recommendations to the Interoperability Council concerning operators/personnel seeking recognition of achieving communications training, experience and other requirements established by the Council as standards for PSAP operator/personnel (including dispatcher, telecommunicator, and incident command system communications unit positions). Other communications functions may be added upon approval of the Council.
5. The group will serve as a resource and make recommendations to the Interoperability Council as needed and perform any other function as deemed necessary by the interoperability council.

III. CREATION OF THE INTEROPERABLE COMMUNICATIONS STANDARDS GROUP (ICSG)

1. Membership on the Interoperable Communications Standards Group (ICSG) shall consist of:
 - Statewide Interoperability Communications Manager/WI Office of Justice Assistance
 - One representative from the Badger State Sheriffs Association
 - One representative from the Wisconsin Chief of Police Association
 - One representative from Wisconsin Fire Chiefs Association
 - One representative from the Wisconsin Chapter of the Association of Public-Safety Communications Officials (APCO)
 - One representative from the Wisconsin Chapter of the National Emergency Number Association (NENA)
 - One representative from the EMS Advisory Board
 - One representative from MABAS-Wisconsin
 - One representative from the Wisconsin Department of Natural Resources
 - One representative from the Wisconsin Department of Transportation/State Patrol
 - One representative from the Wisconsin Emergency Management
 - EMS Communications Coordinator/WI Department of Health Services
2. All terms shall be for three years (staggered). All appointments will be made by the Wisconsin Interoperability Council upon recommendation of the leadership of the respective association or state agency. It would be beneficial to have representatives who are involved in interoperable communications. One individual may serve in several capacities (although not to extend an individual's term) but will only have one vote. A member is eligible for reappointment. Members of the Interoperability Council may also be members of this group.

3. The Statewide Interoperability Communications Manager will serve as chairperson and will set the agenda for meetings, maintain order at all meetings, act as a liaison to the Interoperability Council and update the Council as necessary and carry out general responsibilities of a chairperson.
4. Wisconsin Office of Justice Assistance staff will be responsible for recording and submitting minutes of the ICSG to the Interoperability Council.
5. The ICSG may create other leadership positions and shall establish bylaws, consistent with the charter, which will detail any needed additional rules such as voting procedures, ICSG officers and duties, procedures for filling expiring and/or vacant seats, staggered terms for all initial selections, and other procedures to allow for effective, representative governance.

IV. ADOPTION OF STANDARDS PROCESS

Utilizing standards nationally recognized, proposed standards for Wisconsin will be researched and considered by the ICSG. Nationally recognized standards would be published policies, provisions, best practice statements, etc. adopted by a national fire, law enforcement, EMS or communications/911 associations, the NIM Integration Center and/or the federal government. The ICSG may solicit input and hear comment on topics it chooses to consider. When the ICSG has a standard they seek to recommend for adoption, it will forward that recommendation to the Interoperability Council. The Council will place the item on its agenda for two meetings in order to receive public comment prior to any action. If the standard is adopted by the Council, it will be published on the Wisconsin Interoperability Initiative website under “Wisconsin Public Safety Communications Standards” and incorporated into the Statewide Interoperability Communications Plan and/or Interoperable Communications Policy Statements.

V. RECOGNITION PROCESS

1. Agencies and personnel will submit documentation using the forms and format specified by the Interoperability Council. The Council will preview the submittal and may forward the request to the ICSG for review and recommendation. The ICSG will review the submittal, resolve any issues with the applicant, and return the submittal to the Council with a recommendation for action. The Council will consider the recommendation and will make a determination. The Council will determine and or maintain rosters of recognized agencies and personnel.
2. Applications may be verified by OJA designees via on-site visits at a mutually agreeable time with the PSAP agency.

VI. MEETING PROCEDURES

1. Roberts Rules of Order (revised) will be used at meetings.
2. Meetings will be no less than quarterly providing there are pending action items.

VII. CHANGES to the ICSG CHARTER

The ICSG is authorized to petition the Council for changes to the ICSG Charter for the common good and to better implement chartered mission and activities.

This Charter has been approved on October 13, 2009 by the Wisconsin Interoperability Council under the authority of Wis. Stats. §16.9645.

Adopted: October 13, 2009

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