



**Meeting Minutes**  
**Department of Military Affairs, Madison WI**  
**Tuesday, November 13, 2007**

**Members Present:** Mindy Allen, Tom Czaja, Larry Nelson, Kaylynn Gresham (designee for Martin Antone), Joe Norwick, Neil Cameron, David Collins, Ben Schleisman

**Observers:** Paul Wittkamp, Carl Guse, David Spenner, Greg Engle, Bridgette Flatley

**Guest Speaker:** Matthew Gruss

*Council Chairperson, Dave Steingraber, and Vice Chairperson, Riseling, Sue, were available to attend today's council meeting. Question was directed to Neil Cameron if a quorum was present, could the council proceed by interim chairperson. Question was addressed, validated, and council continued.*

1. Recommendation for acting chairperson: Motion was made by Tom Czaja to appoint Neil Cameron. Motion was second by Joe Norwick. Motion carried by unanimous voice vote.
2. Interim Chairperson Neil Cameron confirmed that a quorum was present and called the meeting to order at 10:46am. Introductions/ Roll call taken.
3. Call to approve June 25<sup>th</sup> 2007 meeting minutes. Motion was made by Mindy Allen and second by Joe Norwick. Motion carried by unanimous voice vote.

**10:55 A.M. -- Presentation by Federal Bureau of Investigation - Guest Speaker Matt Gruss**

**Overview of FBI Communication**

- VHF, WIDEBAND Anglon, Fully encrypted, 24/7 person dispatch in Milwaukee, WI State Patrol microwave backbone, 48 sites total in Wisconsin.

**Mobile Equipment**

- Syntor X non P25
- Astro Spectra plus P25 compliant
- Motorola XTL P25 compliant ( next generation)

**Handheld**

- XTS 3000/1000 VHF P25 compliant
- Saber VHF non P25 (being phased out)

**Tactical Equipment**

- ACU 1000 (portable)
- Suitcase Repeater –provides repeater coverage of a specific area on a FBI repeater pair frequency)
- Tactical Communication Trailer – self sufficient with 40' mast

**Crisis and/or Assistance Situation**

- Work with local Law Enforcement
- Determine what is needed to fulfill mission

**Survey Needs/Wants – Technical Aspect**

- Communications
- Equipment
- Networks TRU/CRU

Tactical Response Unit (TRU) is more immediate and temporary. Crisis Response Unit (CRU) is more long term, network orientated. Milwaukee SAC will initiate TRU/CRU needs and compliment FBI needs.

## Interoperability

- VHF capable network
- MARC repeater
- FBI ACU 1000
- WISPERN
- Agency to Agency radio swap
- VHF trunk system

Matt Gruss, Federal Bureau of Investigation, 330 Kilboure Ave Suite 600, Milwaukee WI Phone: (414) 276-4684

## **11:35AM -Review on Public Safety Interoperable Communications (PSIC) Closing Report**

Council to review action on PSIC Closing Report. David Spenner read report aloud.

*After in-depth discussion of all the aforementioned proposals, it was decided (with complete consensus and no one withholding support and/or voicing objection) that the statewide communications trunking system and the WEM Mobile Communications Platform would be invested in with PSIC funds (less any State Administering Agency expenses associated with grant administration).*

PSIC Funding is to be used for the following investments:

- About \$14.7 M for a statewide trunking system.
- About \$.6 M for the WEM Mobile Communications Platform.

## Questions/Comments:

**Larry N** -Stated that most people agreed

**Dave S** –At the end of the timeline, everyone had a chance to comment.

**Tom N** – This is finally coming together.

**Neil C** – There is a need to look at the money and see how far it can go. Some sheriff agencies are not happy.

**Dave S** – There were public notices of meetings and listening sessions. Nothing was done underhandedly. Six counties wanted to do *data projects*. It would have been 600,000 of the 15 million. But these counties never attended IJ meetings. Some state representatives wrote OJA in regards to this, but it is outside the state plan.

**Neil C** –There is also some concern on system ownership and how it will affect local levels. (statewide system not agency system).

**Joe N.** - Agrees with Neil C. Local fears about who is running the show. A need to build partnerships to have interop with the state is the main goal.

**Neil C** –When will MOU's be done?

**Dave S** – 80 will pass through to locals. Spoke to several groups whom are receptive. MOU's can be with specific community or go to professional organizations to get word out.

\*Motion to Accept/Approve PSIC Closing Report by Neil Cameron. Second by Larry Nelson. Discussion – none.  
Motion carried and approved by unanimous voice vote.

**Dave S** –Lunch is ready. Please read over sections 4-5 in SCIP Draft. A briefing to follow working lunch.

**Interim Chairperson Neil Cameron adjourned for lunch.**

## 12:15PM-- WI State Communications Interoperability Plan (SCIP) Draft

### Council Reviewed Draft

Acronyms defined: **CAPRAD** – Computer Assisted PreCoordination Resource and Database  
**NPSPAC** – National Public Safety Planning Advisory Committee

#### Questions/Discussion on Section 4:

**Neil C** -Resource Typing – How are the numbers shown? Page 42

**Greg E** – WEM may have more data.

**Joe N** – Questioned 3<sup>rd</sup> paragraph on Page 42. *Do not support capabilities tied into WI future statewide VHF trunking project* will be deleted.

**Tom N** – Page 43 has a meeting that has already occurred. WisDOT will reword and take out meeting.

**Carl G**- Next year WI multi frequency doc. National reference will be updated for cross reference between national and state.

**Mindy A** –Page 44. Questioned italic paragraph. Dave S and Carl G will rewrite.

**Larry N** –Page 48 has no elected official

**Tom C** – Elected Official is not listed don Executive Order

**Neil C** –Questions if there are gaps in legislation for SIEC membership requirements.

**Neil C** – Questions if WISPERN is will to change.

**Tom C** – Yes

**Mindy A** – Question on bullet point 3 on page 49. Change made to “*The eight Wisconsin Emergency Management contracts with regional hazardous material teams.*”

**Carl G.** Website for Wisconsin Emergency Management incorrect. Take off www

**Dave S**- Informs group of SIEC Advisory Group on page 49

**Neil C** – What is the difference of Statewide System Management Group and SIEC Advisory Group?

**Dave S** - SIEC Advisory Group is non-governance, for email distribution, survey questions, possibly vendors. Statewide System Management Group is for users who are going to directly use statewide system.

**Neil C** –Page 52 Questions how bullet point number 2 will be done.

**Dave S** – Through OJA Bulletin

**Greg E**- There is talk of possible data entry people to be trained to complete task for the entire state

**Group Conscience** –Naming Conventions are a must for CASM to work.

**Carl G** – Page 53 request last paragraph be moved up to middle of first paragraph.

**Neil C** – Page 54 requests that towers be taken off of figure 4-6. Shows the different multi-systems.

**David C** –States it shows the differences and how the state is mismatched. Shows need for interop.

**Neil C** –State sit shows counties are working independently.

**Dave S** –A text box will be added to clarify what the symbols indicate.

**Ben S** –Page 56. Change chart to 1 for Kenosha.

**Tom C** – Add FBI to table 4-3

**Mindy A** –Add civil support team to table 4-3

**Carl G** –Page 59. Change last sentence in 2<sup>nd</sup> paragraph. In regards to what municipalities can purchase as equipment.

**Greg E** – May need to put out guidance so that they are aware of what to purchase that is compliant.

**Neil C** –Could a link be added to SIEC website that connects to OJA HS Equipment list?

**Greg E** –List is large and generic, specifics are added per individual grant.

**Tom C** –Make 155.370POINT separate. Every individual law enforcement agency has authorization for this. Page 60

**Tom C** – Questions if Davis Hewitt should be only person listed don page 63 as contact. Wording on first sentence to change to *information on the system.*

**Dave S**- Table is a requirement from the fed’s and will be completed with all agency contacts.

**Paul W** –Add to page 67 Region 45 –Draft Plan [www.sheboyganpolice.com](http://www.sheboyganpolice.com)

**Mindy A** –Page 75 add Change the wording in middle of first full paragraph from compel to “mandate pertaining to interoperability. Page 76 add Public Works as a Branch under Operations Section and Branch Directors.

#### Questions/Discussion on Section 5.1:

Dave S –Same as national plan

Neil C – See’s no problems

**Questions/Discussion on Section 5.2:**

**Mindy A-** Wisconsin should be spelled out in second paragraph.

**Ben S** – Queried if counties have to pay for state towers?

**David C and Carl G** –Not to their knowledge.

**Questions/Discussion on Section 5.3-5.6:**

**Dave S** - Reviewed short term and long term goals with the council

**Questions/Discussion on Section 6**

**Dave S** -Will enter data when available

**Discussion on SCIP in general:**

**Neil C** –This need to be a multi-faced plan. How do we plan to get there?

**Carl G** –We will use the sites we have available

**Neil C** – States he heard in Steven’s Point that we would be building towers and/or moving towers.

**Carl G** –Just not in the budget. There are not enough funds to build towers and add microwave into them.

**Neil C** – This is for a statewide system and not just about local capabilities.

**David C** –This document should be used as a guide. 14 million will get the basic statewide system.

**Neil C** – Concerns that if we don’t tell the engineer upfront what the long term goals are, capabilities may be jeopardized.

**Joe N** – Suggests we write it in the RFP for consultants

**Dave S** – Will add language to the engineering study section on page 85 under L1.1 to include long term vision for portable coverage.

**Question to Dave S.** Are you looking for this to be approved today? Dave S states the report is due Dec 3<sup>rd</sup>, so yes.

**Neil C-** Motion to approve subject to modifications.

**Tom C** -Will approve but with reluctance due to not seeing sections 7-8 completed.

**Discussion-** Dave S informs council that sections 7 and 8 are in regards to funding and the close of the document. He also states that this is a living document and can be changed at any time.

\*Motion by Joe Norwick to approve SCIP Sections 1-5 for the propose of meeting grant submittal deadline, with final approval subject to February 2008 SIEC meeting.

\*Tom Czaja second. Motion carried and approved with unanimous voice vote.

Please be advised of future meeting dates. Meeting will be held from 10am – 2pm. Location TBD

- February 26, 2008
- June, 10 2008
- September 9, 2008
- November 18, 2008

Chairperson Neil Cameron for go’s sub-committee update.

\*Motion to adjourn by Tom Norwick David Collins second. Motion carried and passed by unanimous voice vote

**Meeting Adjourned at 2:38pm**