

**STATE INTEROPERABILITY COUNCIL
MUTUAL AID FREQUENCY GROUP**

OCTOBER 12, 2010
CONFERENCE ROOM D
OFFICE OF JUSTICE ASSISTANCE
1 S PINCKNEY STREET
MADISON, WI 53703
10:00AM

MEETING MINUTES

CALL TO ORDER - 10:00 AM

ATTENDANCE

▪ **MEMBERS**

- In Person
 - Tom Czaja
 - Dave Spenner
 - Doug Meier
 - Warren Warrington
 - Gerald Thorpe
 - Paul Wittkamp
 - Carl Guse
 - Kent MacLaughlin
 - Jeff Ohnstad

▪ **VIA TELECONFERENCE**

- Bill Bouma
- Matt Joski

▪ **OJA STAFF**

- Jennifer Lord
- Sabrina Fordyce
- Tony Peterson

▪ **GUESTS**

- Tim Pierce, Chair SW Interoperability Region
- Steve Millen
- Kathleen Lordo

ROLL CALL AND INTRODUCTION OF MEMBERS

APPROVAL OF THE MINUTES FROM THE JANUARY 19, 2010 MFCG MEETING

- Motion made by Paul Wittkamp to approve the June 8, 2010 meeting minutes
- Motion seconded by Gerald Thorpe
- Motion carried with corrections

APPROVAL OF THE MINUTES FROM THE JULY 1, 2010 MFCG MEETING

- Motion made by Doug Meier to approve the July 1, 2010 meeting minutes
- Motion seconded by Jeff Ohnstad
- Motion carried with corrections

AMENDED AGENDA

- Motion made to discuss amended agenda
- Carl Guse first
- Doug Meier seconded
- Motion carried

NEWCOM PROPOSAL

- Gerry Thorpe summarized incidents with interoperability problems and VHF issues

- Suggest using portable exclusively for SWAT operations with use of common frequency as an encryption code.
- NEWCOM board would have to approve for use by other teams with each one having their own encryptions.
- Carl Guse suggested discussing agenda item C. under new business before further discussing
- Tony Peterson will speak with regional Law Enforcement group and bring back feedback to the MFCG.
- Dave Spenner to conduct survey with other SWAT teams for feedback
- Tony Peterson gave an overview of Regional LE SWAT teams and Alert

CORRESPONDENCES

- Email from Steve Duberstein, General Manager, Communications Services (Portage), commenting on the Narrowbanding directive issued by the SIC.
 - Doug Meier related feedback as disorganized and inconsistent. There was no solution offered and no decision was made.
 - Action by MFCG: Paul Wittkamp will distribute a copy of the narrowband letter while in attendance at the next session on October 26, 2010.
 - Suggestion made for MFCG to reach out to the President of the Neenah Chapter regarding issues.
- MOTION
 - Doug Meier will ask for Chapter oversight of presenters to ensure Interoperability Workgroups, the MFCG and its efforts are fairly and impartially represented.
 - Motion made by Jeff Ohnstad to approve
 - Dave Spenner seconded
 - Motion carried
- Email from Portage County advising that many agencies have completed Narrowbanding and during an exercise narrowbanded and non-narrowbanded radios were able to communicate.
 - There were no problems with the exercise
 - There is an issue with fire department narrowbanded, portable radios communicating with dispatch. Dispatch isn't narrowbanded and therefore cannot hear. Mobile radios must be used to speak with dispatch.
 - Could be a tone issue
 - Will need to investigate problem before action is taken
 - There is a significant loss of coverage with portable radios and it could be a problem.

OLD BUSINESS

- Discussion regarding Implementation of ICS 205 into the SCIP Plan. (Kent McLaughlin).
 - Progress is being made. Up to one third of the draft is completed.
 - The Standard Operating Procedures will come out of the TICP. This has to be consistent with MFCG Standard Operating Procedures.
 - Will speak with the SOP Workgroup about a date.
- Update on the Racine County MARC Issue (Tom Czaja)
 - Last communication was with Jeff Sexton for letters of concurrence. Illinois DNR didn't have time to respond.
 - Kenosha and Racine counties were agreeable.
 - MFCG will notify Dave Pagel if there is no response given.
 - Illinois hearing with Wisconsin propagation issue
 - Draft a letter to be shared with MFCG
 - If Jeff Sexton will not allow then will go directly to Dave Pagel
 - Copy letter to the Illinois Interoperability Council
 - The use frequencies in Wisconsin is more important than Illinois' use
 - If no further success is made then the MFCG will submit the issue to the FCC
 - Dave Spenner will provide a copy of the letter to Steve Cochran and discuss the issue

- Update regarding guidance disseminated to the stakeholders regarding Narrowbanding for mutual aid frequencies. (Carl Guse)
 - The FCC did not give a clear answer to the wideband offer. The FCC wants it however it is not a requirement.
 - FCC wideband channels do not need to be removed from radios.
 - Inoperability will give support to agencies in obtaining licenses with the use of training.
 - Could have a vendor assist for a minimal fee

ADJOURN FOR LUNCH AT 11:45PM – RESUME MEETING AT 12:15PM

NEW BUSINESS

- Discussion regarding implementation of ICS 205 into the SCIP Plan. (Kent McLaughlin)
 - State Interoperability tentatively adopted
 - Intended to give COML and dispatch a guide for IWC and Response teams
 - Goal is to adopt into SCIP and have local communities adopt into their own plan
 - State integration
 - Bring in other states that would be affected
 - Suggestion to change naming of channels
 - VTAC1-4 would raise questions from the State of Wisconsin
 - Required for TCIP
 - Suggest having two versions
 - Developing Wisconsin Emergency Management Radio Network
 - State agencies are coming on board
 - Separate from WISCOM
 - Put channels on Mutual Aid Frequency list
 - Could expand capabilities
 - Propose to add WEM
 - Mobile Frequencies to the IR Communications Plan
 - Agenda item for next meeting – to update Annex K and put into SCIP plan
 - Kent MacLaughlin, Jeff Ohnstad and Doug Meier will meet and discuss further
- Discussion concerning the use of radio emergency buttons on statewide talk groups and mutual aid frequencies. (Bill Bouma)
 - Illinois Fire Drill radio emergency buttons create interference
 - MOTION
 - Motion made that Mutual Aid Frequencies should not be programmed into emergency radio buttons
 - Paul Wittkamp first
 - Bill Bouma seconded
 - Motion carried
- Discussion regarding a proposal for standardized pairing of VHF interoperability channels. The MFCG may take action on this item. (Carl Guse)
 - Overview of proposal
 - Viable idea with specific changes
 - Would have to add to FCC license
 - Carl Guse to join small ICS 205 workgroup to assist with fit into SCIP plan
 - Workgroup will discuss and make recommendations
- Discussion regarding Milwaukee Fire Department's MARC patch. (Carl Guse)
 - Patch is active
 - MARC base keys up when talk group stops speaking
 - Not a good situation
 - Need a solution
 - Shut off Patch

- Carl Guse recommends holding off on this
- Tom Czaja will take the issue to council meeting and request to have it placed on the Agenda

APPLICATIONS AND APPROVALS (Carl Guse)

- Northern Wildlife Service for VHF frequencies

NEWCOM PROPOSAL RE-VISITED

- Suggestion by Dave Spenner to create a policy for 800 MHz
 - Could be an issue with other counties going to 700 MHz.
 - MFCG to stick with VHF issue first.

NEXT MEETING DATE FOR 2011

- The next MFCG meeting will be on January 4, 2011 at the Office of Justice Assistance

MEETING ADJOURNMENT

- MOTION
 - Motion made by Kent MacLaughlin to adjourn
 - Motion seconded by Gerald Thorpe
 - Motion carried

MEETING ADJOURNED AT 1:24PM

DRAFT