

---

**MUTUAL AID FREQUENCY COORDINATING GROUP**  
**OFFICE OF JUSTICE ASSISTANCE**  
**1 S. PINCKNEY STREET, MADISON, WI, SUITE 615**  
**JANUARY 4, 2011**  
**10:00 AM**

**Meeting Minutes**

**Attendance**

Members

- Tom Czaja
- Bob Goldstein
- Dave Spenner
- Warren Warrington
- Gerald Thorpe
- Paul Wittkamp
- Carl Guse
- Kent MacLaughlin
- Bill Bouma
- Doug Meier

Absent

- Matt Joski (excused)

OJA Staff

- Jennifer Lord

Guests

- Tim Pierce
- Gene Oldenburg
- Jeff Ohnstad (WSP)
- Debra Johnson (DNR)

**Call to Order**

Meeting was called to order by Chairman Czaja at 10:07 AM. Tom Czaja distributed the appointment roster. He indicated that multiple members need to get reappointment emails from the agency or group they represent. Czaja introduced Debra Johnson, the new member from the Wisconsin Department of Natural Resources, replacing the soon to be retired Doug Meier.

**Approval of Minutes**

Bob Goldstein made a motion to approve the minutes from the October 12, 2010, meeting with corrections, seconded by Gerry Thorpe, motion carries.

**Correspondences**

Chairman Czaja led a discussion regarding the letter from Congressman Jim Sensenbrenner in response to his letter requesting the congressman's support of H.R. 5081, the Broadband First Responders Act. The congressman indicated in his letter that he will keep Czaja's thoughts in mind when voting on the bill.

## **Old Business**

### **SOP Policy Development Committee**

Dave Spenner led a discussion on the SOP Policy Development Committee. There will be a meeting on January 20, 2011, to discuss the development of SOPs. The group will be incorporating relevant TICP info into SOPs. Group discussion on what information will be included in the SOP. There was dialogue about asking DOJ Training and Standards to include the SOP in their curriculum for law enforcement recruits. Chairman Czaja volunteered to present the SOP to the Training and Standards Curriculum Board after it is developed.

### **Racine County/Illinois DNR MARC Issue**

Chairman Czaja gave an update on the Racine County/Illinois DNR MARC Issue. Czaja says the process continues to be frustrating. On November 1, 2010, Czaja sent another letter to Jeff Sexton's boss Gary Cochran, Bureau Chief for the Illinois State Police Bureau of Communications, stating that this is a propagation issue, not a frequency coordination issue. As of today, no reply has been received. Czaja contacted Dave Pagel, from the Forestry Conservation Communications Association, on December 28, 2010, asking him to waive the requirement for letters of concurrence. If Dave Pagel refuses, the next step will be to approach the Federal Communications Commission. David Spenner stated his appreciation for Chairman Czaja's dedication to solving this issue.

### **Implementation of ICS 205 into Appendix D of the SCIP Plan**

Kent MacLaughlin gave a report from the work group regarding implementation of ICS 205 into Appendix D of the SCIP Plan. MacLaughlin also discussed SIMCOM 2011, and distributed an invitation to the event, which will be held on April 13-15, 2011, at the Joint Forces Headquarters in Madison. The first planning meeting will be held on January 6, 2011, at Wisconsin Emergency Management (WEM) and all MFCG members are invited to participate in the planning process.

MacLaughlin discussed the Multi-Agency Incident Radio Communications Proposal (ICS 205). He gave accolades to Doug Meier for his assistance in developing the proposal. The plan calls for the use of MARC1 as the coordination frequency for all incidents. He hopes that all state agencies will consider adopting this plan in order to ensure a coordinated response for situations that involve multiple state agencies. MacLaughlin stated that the frequencies need to be regularly used by State Patrol troopers so they are well versed in using the frequencies during an emergency situation. There was some discussion of using WISCOM talkgroups in the plan. Guse said that WISCOM is not meant to replace on scene tactical communications.

There was discussion regarding the next steps for the Multi-Agency Incident Radio Communications Proposal. There was discussion regarding which frequency should be used for a hailing channel. The group agreed that MARC 2 will be used as a hailing frequency. Wittkamp said that the next step for the plan should be to put in for consideration by the State Agency SCIP Implementation Group (SASIG). There was some discussion about tactical air to ground communications using MARC 4. Guse expressed some concern about using the frequency as a primary channel for landing zone communications. He suggested using it as a backup for MARC 2.

There was group discussion about the proposal. Spenner discussed the language used in the document. He suggested incorporating national terminology into the plan, so it is more easily understood. There was discussion about what the national terminology would include. Guse suggested that the plan include narrow banded frequencies. Czaja suggested that plan be further reviewed by the SASIG with the assistance of David Spenner. Czaja said it would be appropriate for the MFCG to reconsider the plan after the SASIG reviews the proposal.

### **Milwaukee Fire Department's MARC Patch**

Chairman Czaja gave a report from regarding the Milwaukee Fire Department's MARC patch. Czaja spoke with the Milwaukee Fire Department about the use of the MARC Patch. Heidi Mueller, the Milwaukee Fire Department dispatch supervisor said that the patch was left on for an extended period in early September by accident and that dispatchers are being extra vigilant about making sure the patch is shut down after each use. Czaja stated that no additional action is needed regarding the situation.

### **Common Statewide Frequency for SWAT**

Jerry Thorpe and Warren Warrington led a discussion regarding the need for a common statewide frequency that can be used by SWAT teams for interoperability. Thorpe indicated that there is a need for a statewide frequency that all

## Mutual Aid Frequency Coordinating Group

### Meeting Minutes of January 4, 2011

SWAT teams can use to coordinate response to an event that involves multiple SWAT teams. The NEWCOM group has requested that this be done on a statewide basis, and that two mutual aid frequencies be designated for SWAT use. There was group discussion about the proposal. Guse discussed national standard efforts regarding this proposal.

Motion by Carl Guse, seconded by Doug Meier that the MFCG establish VTAC 36 as per the national naming standard, and VTAC 36 DG as the P-25 digital channel, for portable tactical repeater use. Motion carries.

#### **Break for lunch at 11:45 pm.**

#### **Meeting reconvenes at 12:10 pm**

Group discussion regarding use of encryption for tactical law enforcement communication.

Paul Wittkamp left the meeting at 12:30 pm

Motion by Jerry Thorpe, seconded by Bob Goldstein, to allow use of encryption on simplex frequencies VTAC11DG, VTAC12DG, VTAC13DG, VTAC14DG, and on repeated channel VTAC36DG for sensitive law enforcement operations use, with specific encryption codes and protocol determined at a subsequent MFCG meeting. All in favor, motion carries.

#### **New Business**

##### **WEM Repeated Radio Pairs**

There was discussion led by Kent McLaughlin regarding adding WEM repeated radio pairs to the Multi-Agency Incident Radio Communications Proposal, the Statewide Mutual Aid Frequency Plan and the SCIP Plan Annex K.

Motion by Warren Warrington, seconded by Jerry Thorpe, to add the WEM repeated radio pairs to the Multi-Agency Incident Radio Communications Proposal and the Statewide Mutual Aid Frequency Plan for public safety use and recommend that the Interoperability Council add the WEM repeated radio pairs to the Statewide Communications Interoperability Plan Annex K. All in favor, motion carries.

##### **Doug Meier's Retirement**

Doug Meier left the meeting at 1:28. Chairman Czaja congratulated Doug on his retirement and expressed the MFCG's appreciation for his contributions to interoperability in Wisconsin.

##### **Reserving Mutual Aid Frequencies for Special Events**

Discussion led by Carl Guse and Dave Spenner regarding reserving mutual aid frequencies for events. Motion by Carl Guse, seconded by Bill Bouma, that OJA research the possibility of creating an online tool to coordinate the use of MARC 1 and other additional mutual aid channels and talkgroups in the future. All in favor, motion carries.

##### **Dissemination of Mutual Aid Communications Plan Updates**

There was general discussion about dissemination of updates to the Mutual Aid Communications Plan to the end user. Chairman Czaja recommended that Carl Guse present changes and updates to the Interoperability Council as needed to insure pertinent and timely updates to the plan.

##### **Applications and Approvals**

There were no Applications and Approvals.

##### **Upcoming Meetings**

The following meeting dates have been scheduled for the MFCG in 2011. All meetings will be held at 10 am at the OJA office in Madison.

April 26, 2011

June 28, 2011

October 11, 2011

Motion to adjourn made by Bill Bouma, seconded by Bob Goldstein. Meeting adjourned at 1:40 pm.