

**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.
- 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 expressed concern. 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.
    - No action was needed by the MFCG

#### **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.
- Update regarding guidance disseminated to the stakeholders regarding Narrowbanding for mutual aid frequencies. (Carl Guse)
  - FCC wideband channels do not need to be removed from radios.

#### **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)
  - 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
  - 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
  - Briefing and discussion on 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 RE-DEDICATED SWAT CHANNEL**

- Suggestion by Dave Spenner to create a policy for 800 MHz
  - Could be an issue with other counties going to 700 MHz.
  - MFCG decided to address 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**