



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

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Southeast Region SCIP Implementation Council

**WAUKESHA COUNTY COMMUNICATIONS CENTER
1621 WOODBURN ROAD
WAUKESHA, WI 53188**

Monday, December 8, 2014 at 1:30 PM

1. Call to Order/Roll Call/Determination of a Quorum

The meeting of the Southeast Regional SCIP Implementation Council was called to order at 1:40 PM by Chair Rob Robins.

Roll Call: 14 of possible 25 members were in attendance for a quorum. 1 member was excused and 10 were absent.

Attending: Todd Lindert, (**Jefferson County**); Paul Murphy, Mike Weyker (**Kenosha County**); James Mayer (**Milwaukee County**), Eric Viel (**Milwaukee County**); Scott Ziegler (**Ozaukee County**); Tim Zarzecki, Scott Geyer, Tom Christensen, Rob Robins (**Racine County**); Tom Bishop, Joseph Baasch (**Washington County**); Jim Gage, Bill Selzer (**Waukesha County**); Bill Stolte, (**WEM –SE**).

For the record, others in attendance were: Barry Mitchell (**Milwaukee Co. Emergency Management**), Pete Jafuta and Kevin Lemke (**Motorola**), Josh Nielsen and Mike Blodgett (**Kenosha County Joint Services**), Ben Schliesman (**WI WEM, SE Region Director**), Skip Sharpe (**Wisconsin RACES**), Jamie Formea (**Town of Delafield P.D.**), Josh Ripp (**WI DOJ WISCOM Manager**), Gene Oldenburg (**WI DOJ**), Shannon Ladwig (**WEM**), Tom Czaja (**SE Regional Interoperability Coordinator**).

2. Approval of Meeting Minutes of September 8, 2014

A motion was made by Todd Lindert, seconded by Bill Stolte to approve the draft minutes of September 8, 2014 meeting. Unanimously approved.

3. Public Comment

None

4. Old Business

a. County TICP (Tactical Interoperability Communications Plan) Development

Tom Czaja reported that work continues on TICP development in all counties in various stages of completion. Tom is reviewing the TICP's for the 8 county Southeast Region to insure accuracy and he has distributed copies to the Southeast County Emergency Management Directors and he has asked for their assistance in reviewing and completing the TICP's.

b. WISCOM Update

Gene Oldenburg and Josh Ripp introduced themselves as the as the WISCOM Program Managers. Gene explained the structure of WISCOM which is part of the Wisconsin Department of Justice, Law Enforcement Services. Gene's focus is to conduct outreach and improve customer service. Now that the WISCOM unit is fully staffed, they want to re-establish partnerships with users and their agencies. Another function of the program managers is to support the regional councils. Gene and Josh attended training at EF Johnson in Dallas Texas and they have a better understanding of the system and realize there is a lot of catch up that needs to be done. There are talks with some of the Northern Counties about becoming daily users. Work is ongoing to make the system more stable. Gene reported on the new WISCOM Operations Center in Rubicon where Carl Guse is stationed and his job title has been changed to WISCOM Manager with the Wisconsin Department of Transportation. Tom Czaja will send out contact information for Gene, Josh and Carl. Any WISCOM problems should be reported to Gene or Josh immediately by phone, email or the Interoperability Web site.

Carl Guse can be reached at WISCOMTech@wisconsin.gov for technical assistance.

c. CASM

Tom Czaja gave a demonstration of CASM and explained how CASM can be used. Tom is presently reviewing CASM for each county in the region to insure accuracy and update information. Tom encouraged stakeholders to use CASM and if anyone would like access they can contact Tom for application and Tom is able to authorize and allow access for read only. Users are encouraged to review data and report any updates to Tom. Tom reported there are mobile apps which were recently created for both iPhone and Android.

5. New Business

a. **WEM Strategic Planning and Member Agency Needs**

Shannon Ladwig introduced herself as the Homeland Security Planning Specialist for WEM and is in charge of Homeland Security grants for the State of Wisconsin. Shannon informed the Council that all of the RIC's, WEM and DOJ staff met in Wausau to discuss, among other issues, grant planning for the next 3 years. The input on grant needs from Regional Councils and stakeholders is very important in the planning process for upcoming grant periods. The Homeland Security strategy is to make sure needs and objectives align with grant applications. Members and stakeholders should forward grant suggestions to Tom Czaja who will forward them to Shannon.

Most grants are for two years and this can be problematic from a funding perspective. If a project gets delayed, WEM will try to redirect the funding to another project that can be completed within the performance period.

WEM is forming a Funding Advisory Committee (FAC) and Shannon will send Tom Czaja a list of organizations which comprise the Committee and Tom will forward to the requests to Shannon. The goal is to have the Committee formed by February or March 2015. The FAC will be multi-disciplinary comprised of State, local and private stakeholders. Members will serve a two year appointment. If interested on serving on the FAC please contact your discipline association.

Shannon reported there will be a small increase in Homeland Security Grant Program funding in 2015.

Rob Robbins, the Racine Fire Chief representative, stated a grant is needed to provide radio coverage for fire departments and EMS. Presently there are departments on both UHF and VHF in Racine County and he is trying to get all fire and EMS agencies on VHF. Shannon explained the Interoperability Council sets the priorities for funding on a need basis. The State has not been fully funded for migration to WISCOM and agencies wanting to migrate may have to make a local commitment.

Rob reported that there is an issue with Wind Lake not being able to communicate with other departments in Waukesha County. He also expressed a need for funding for IFERN 2 base stations. He recommended that grant funding be made available so everyone has access to IFERN 2. Shannon stressed that these types of requests should be submitted in writing and not only does the problem need to be identified but a proposed solution and cost must be submitted.

b. Interoperability Initiative Update

Gene Oldenburg reported the Governance Assessment conducted by the Office of Emergency Communications was reviewed by the SSMG and they made recommendations which will be submitted to the Interoperability Council for consideration at the January 20, 2015 meeting. The revised SCIP was adopted by the Interoperability Council along with recommendations for detailed coordination.

c. WIFOG Draft

Tom Czaja reported that Tim Pierce, the SWIC, finished the first draft of the WIFOG. Most agencies in the Southeast region responded to requests for information. Tom will be sending out one more request for information and if agencies do not respond, they will not be included in the WIFOG. The WIFOG mirrors the NIFOG and will be a valuable resource for interoperability planning for any type of incident involving multiple agencies and disciplines.

d. WISCOM Roll Calls

Tom Czaja distributed a list of WISCOM roll calls throughout the State, The Southeast roll call is every Wednesday at 0430, 0830 and 1830. He encouraged anyone with a WISCOM radio to participate in the roll calls to test the capabilities of WISCOM.

e. IFERN 2

Tom Czaja informed the group the use of IFERN 2 in congested areas was a topic of discussion by the RICS in Wausau. The RICS and other participants at the meeting Wausau agreed on the use of IFERN 2 in congested areas. The biggest obstacle is the lack of funding for IFERN 2 bases stations. The members at the Council meeting concur that this is a good idea and participants brought up examples of where IFERN 2 could have been used when multiple incidents were occurring in close proximity. Some agencies needed to resort to using MARC 1 and other mutual aid frequencies. Milwaukee County is very interested but looking for funding and Waukesha is considering the installation of IFERN 2 bases with the new radio system. Shannon suggested that regional grant requests for IFERN 2 may have a better chance of receiving funding rather than individual requests. Funds for IFERN were earmarked in 2012 but interest died and OJA repurposed the funds.

f. Southeast Regional Council Bylaw Updates

Tom Czaja explained that the original By-Laws for the Council which were adopted in 2010 needed to be revised. Tom briefly explained the changes and the majority involved changing references to OJA to DOJ. Tom also explained that it been increasingly difficult to get a quorum for Council meetings and included language in the draft By-Laws which creates a quorum by either a majority of Counties or a majority of members. This mirrors language

from the East Central Region and has worked well. The Mission and Vision statements were also changed to mirror the Mission and Vision of the IC. Upon motion of Todd Lindert, seconded by Bill Selzer, unanimously carried, the revised Bylaws were adopted by the Council.

g. Use of WISCOM for Mutual Aid Exercises and Planned Events

Tom Czaja is encouraging everyone to utilize WISCOM more often, especially for exercises requiring interoperability between multiple disciplines and for planned events. There are different methods to reserve a channel. The easiest is to contact a WISCOM program manager.

Gene Oldenburg said that he submitted a proposed SOP for WISCOM to the SSMG last year when he was the SE RIC but it was never acted upon. Tom Czaja asked the group if he should prepare a letter to the SSMG Chair requesting consideration. There were no objections and Tom will proceed with preparing and forwarding a letter.

Ozaukee County has an exercise planned with the National Guard in April 2015 and wants to involve use of WISCOM. Washington County used it for active shooter training in 2014 and they encountered problems with in-building use. The mobiles worked fine. Gene mentioned the system is designed for 95% mobile coverage, not hand held. Personnel must be trained on the limitations. There is a new WISCOM site going up at Harrington Beach in Ozaukee County. Grant money is scarce and it is up to the individual user to build out the system to their needs.

6. Other Business

County Reports/Updates

- **Jefferson County** – No Report
- **Kenosha County** -No Report
- **Milwaukee County** - Jim Mayer reports Milwaukee County is in the process of remediating tower sites for the new system. MABAS Division 107 is merging with Division 109 so communications plans will change. This must be approved by MABAS before it occurs. Jim reported that they are encouraging use of local talk groups to reduce the demand on IFERN. They will work with Waukesha County when the two counties build out their system.
- **Ozaukee County** – Scott Ziegler reported that site selection for a new tower in Ozaukee County is underway which will include WISCOM. This will be an 800 MHz site with a VHF piggyback. This is possibly a year out. An exercise is planned for April 2015 involving the National Guard with a communications component. A channel naming study is underway.

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- **Racine County** - No Report
- **Walworth County** – No report (no representatives at meeting)
- **Washington County** - No report
- **Waukesha County** – Bill Stolte reports the new radio system will have two new towers, one on the North end of the County and the other on the South end of the County.
- **SE WEM Region** - No report.

Upcoming Meetings/Events:

12/9/14 10:00 A.M.	SW Regional SCIP Meeting Iowa County Courthouse 222 N. Iowa St. Dodgeville, WI
12/11/14 1:00 P.M.	EC Regional SCIP Meeting Town of Grand Chute Fire Dept. 2250 Grand Chute Blvd. Grand Chute, WI 54913
12/12/14 10:00 AM	SSMG Meeting WSP DeForest Post
01/20/15 10:00 AM	IC Meeting DOJ – Risser Building Madison, WI
1/22/15 08:30-15:00	Training & Exercise Workshop (WEM Portal) Best Western Premier Waterfront Hotel & Convention Center Oshkosh, WI
2/9/15 – 2/12/15 08:00 – 16:00	NIMS ICS All Position Operations Training (WEM Portal) Portage County Annex
3/11/15 – 3/12/15	Emergency Management in Wisconsin (WEM Annual Conference) More information to follow on WEM Training Portal.
Dates TBD 2015	SIMCOM/NORTHCOM Exercise Winnebago County

7. Set Next Meeting Date and Location

Next Meeting: Monday March 16, 2015 9:00 A.M.

Location: Waukesha County Communications Center, 1621 Woodburn Road,
Waukesha, WI

8. Motion to Adjourn

Motion to adjourn at 3:40 P.M. by Todd Lindert, seconded by Bill Seltzer, unanimously carried.

Respectfully submitted,



Tom Czaja
SE Regional Interoperability Coordinator