

WISCONSIN STATE INTEROPERABILITY COUNCIL

OCTOBER 20, 2015

PORTAGE COUNTY SHERIFF'S OFFICE
TRAINING ROOM
1500 STRONGS AVENUE, STEVENS POINT, WI 54481

APPROVED MEETING MINUTES

1. Meeting called to order by Chair Matt Joski at 9:31 AM
2. Determination of a quorum: 9/12 present (In –person: Fortunato, Hansen, Joski, Ohnstad, Satula, Stolte. Via teleconference: Allen, Schubert, and Wentlandt. Excused: Schaller, Van Boxtel, Absent: Cagigal)
3. Review and approval of June 25, 2015 meeting minutes: Motion by Wentlandt, second by Satula. Unanimous approval.
4. Old Business
 - A. **Interoperable Communications Homeland Security Grant Program Multi-Year Funding Plan:**
Chair Joski noted that the number of regional interoperability coordinators will be reduced from six to three due do reduced grant funding. The three remaining RICs and their region responsibilities are:
 - Jeff Stauber – East Central and West Central Regions
 - Tom Czaja - Southeast and Southwest Regions
 - Andy Faust – Northeast and Northwest RegionsJoski requested the attendees assist in connecting these RICs with local entities in their new regions.

Joski noted for the SLIGP/FirstNet grant (DOJ), in addition to the RICs noted above, Tad Matheson will continue to handle the Northwest region, Rick Lange will handle the Southwest region and Eric Anderson and Dave Bonifas will continue with the West Central region.
 - B. **WISCOM Subcommittee:** Gene Oldenburg (DOJ/Acting SWIC) reported David Gribble, Florence County was nominated as a NE Region representative and Darren Chappuies was nominated to move from the LMR subcommittee to become the Department of Health Services WISCOM representative. Motion by Wentlandt, second by Fortunato to approve as presented. Unanimous approval.

- C. **NPSBN Subcommittee:** Oldenburg reported Jeffrey Nett was nominated as the Badger State Sheriffs Association representative, Angie Dickison as the PSC representative and Dennis Powers replaces Karlin Younger as the DOJ representative. Motion by Fortunato, second by Stolte to approve as presented, all ayes, with Satula abstaining.
- D. **911 Subcommittee:** Oldenburg reported Teresa Erler was nominated as the NE region representative, Mark Podoll as the Badger State Sheriffs Association representative, Denise Schulz as the Wisconsin APCO chapter representative and Lori Heideman Wisconsin NENA chapter representative. Motion by Satula, second by Wentlandt, to approve members as presented. Unanimous approval.
- E. **Land Mobile Radio (LMR) Subcommittee:** Oldenburg reported that Russell Schreiner was nominated as Region 45 representative, Ken Korten Hof as Northeast region representative, and Todd Lindert as Southeast region representative. Motion by Wentlandt, second by Satula to approve members as presented. Unanimous approval.
- F. **WISCOM Update:** Josh Ripp (DOJ/WISCOM Program Manager) reminded everyone that if there are any issues with WISCOM to call to 608-2-WISCOM. New subscriber radios were tested and will be added to the interop.wi.gov website. Others tests are pending. Staff are conducting daily user coverage testing in Florence and Dunn counties, with Douglas County in the future.

Staff are working with Healthcare Coalition (HCC) to ensure necessary changes are completed and they can use their WISCOM radios. The Grandview and Phelps sites will be connected soon. MOU agreements in process for additional sites, however funding issues will delay others coming on board for at least a year.

Harrington Beach tower is close to being connected. The Ozaukee County Justice Center needs microwave connectivity with its new tower next year.

Correction of the Greenfield issues have progressed. EF Johnson has acknowledged there are problems with their new repeaters. They have been replaced with older versions. Trouble-shooting other issues continues. Motorola personnel assisted with the problem resolution.

WISCOM Study Status. The RFP release is planned for early November. The goal is to start in January 2016. A component of the study will address the Legislature's Joint Finance Committee's (JFC) Amendment 999 WISCOM Report requirements.

- G. **FirstNet Update:** Dennis Powers (DOJ) reported that outreach continues with regional coordinators contacting locals and compiling feedback. Data collection focus has changed from towers and infrastructure to users and applications. Coverage requirements/needs are being closely examined. FirstNet has provided a base map; however the State needs to fill in the information gaps. The initial Wisconsin data collection results were submitted

September 30th. We received 430 responses. Data collection will continue as long as FirstNet will accept the information. FirstNet expects to issue an RFP in December 2015, with a mid-late 2016 contract award. FirstNet has indicated it wants a single national partner, who can sub-contract with regional carriers/vendors. There will be another state consultation with FirstNet in early 2016. FirstNet now wants to focus on specific audiences in Wisconsin. The Governor's Opt-in/Opt-Out decision will likely not have to be made until 2017.

Plans may target larger metro areas to adopt FirstNet early in the rollout. The plan should be in draft or final form by early 2017 with phased deployment beginning in 2018. On the question of some areas needing higher capacity than others, the members were advised the NPSBN subcommittee and other stakeholders will help guide development of those recommendations to achieve the best possible service to the State.

- H. **CIB Interoperability Staffing/ SWIC and Other Staffing Updates:** Fortunato reports Oldenburg is the SWIC and will remain in that position. Dennis Powers has taken a position with the DOJ Training and Standards Bureau and will continue to assist with FirstNet. Molly Boss is taking over the FirstNet responsibilities. DOJ has also assigned a full time clerical staffer to the interoperability unit. The unit's supervisory position is still open.
- I. **Other Old Business:** The Wisconsin Field Operations Guide (WIFOG) project is undergoing final review and should be distributed soon. The guide is being developed under a technical assistance program award from the federal Office of Emergency Communications (OEC).

5. New Business

- A **Discussion and Possible Action Relating to Joint Finance Committee Budget Amendment Directive for Report from Interoperability Council Regarding WISCOM.** The Council was advised of the JFC Budget Amendment 999 directing the Council to provide a report to the JFC by June 30, 2016. There were ten specific items that will need to be addressed. Chair Joski recommended forming a work group to develop the reports for review and approval by the Council prior to submission to legislature. He will be part of the workgroup and will be asking for volunteers to assist with the report. Numerous agencies, as well as present and past Council and subcommittee members expressed interest and offered their assistance in helping with the workgroup.

Discussion was suspended until later in the meeting in order to continue moving the agenda forward to address other critical items. Note: this topic was revisited at the end of the meeting with the Chair asking interested parties to contact him or the SWIC about serving on the workgroup. No formal action was taken by the Council to form the workgroup.

- B. **Discussion on Communication Unit – COML/COMT Recognition and Qualification Program:** Oldenburg reported work is continuing on the guidelines for the Communication Unit Leader and Technician (COML/COMT) programs initially developed in 2012. He is working with Kevin Wernet of WEM and others. One of the issues is to ensure that individuals who

have successfully completed their classroom training and position task books are recognized for their accomplishments.

C. Orientation and Overview Presentation for Members of New Interoperability Council

Subcommittees: Oldenburg gave an "Orientation for New Subcommittee Members" PowerPoint presentation that included a historical overview and background of interoperability efforts in Wisconsin, governance structure, Statewide Communications Interoperability Plan (SCIP), the mission and objectives of the four newly formed subcommittees and tasks to be addressed during the breakout sessions. James Jarvis, U.S. Department of Homeland Security (DHS), Office of Emergency Communications (OEC) Region V representative explained the national interoperability program.

D. Breakout Organizational Sessions/Report Back to IC

- (1) WISCOM Subcommittee. Keith Kessler was elected as chair and Jennifer Lord was elected as vice-chair. The subcommittee by-laws were reviewed and there will be recommendations for some changes. Other discussion topics included regional and statewide talk group interference, local talk groups causing interference, communications with Border States and budget initiatives for on-going system support. No future meeting date was established.
- (2) Nationwide Public Safety Broadband Network (NPSBN) Subcommittee. Sheriff Jeffrey Nett was elected interim chair and Gerry Klein was elected interim vice-chair. Once the subcommittee has twelve members, elections will be held for permanent officers. Other discussions included identifying where coverage gaps exist, frequency of meetings, appointing a reporting secretary and setting up a SharePoint site for information exchange. The subcommittee adopted a formal motion to recommend a change to the bylaws to add a Department of Military Affairs representative to the subcommittee. The subcommittee also requested the IC to clarify what constitutes a quorum (51% of current members). A subcommittee teleconference meeting was scheduled for Wednesday December 2, 2015 at 1:00 pm.
- (3) 911 Subcommittee. Cullen Peltier was elected as chair and Kristina Page was elected as the vice-chair. The subcommittee approved its by-laws. Future action items discussed include identifying new 911 funding sources due to loss of land lines, the need for standards when a center upgrades to NextGen911 and the need for training and standards for dispatchers, combined with a funding tool for training. It was noted that there are no technical college training programs currently available. No future meeting date was established.
- (4) Land Mobile Radio (LMR) Subcommittee. Randy Frailing was elected chair and Paul Hughes was elected as vice-chair. The subcommittee by-laws were reviewed and there will be recommendations for some changes. There were some questions as to the level of support that the subcommittee will receive from DOJ. Oldenburg advised support will include teleconference availability, assisting with meeting notices, compliance with

open records, establishing a physical, open meeting location and additional staff support as necessary. No future meeting date was established.

6. Set Next Meeting Date – The next meeting date may be in January 2016. A “Doodle” poll will be sent out. The chairs of the subcommittees were asked to participate in all IC meetings to provide activity updates, either in person or via teleconference.
7. Meeting adjourned at 2:57 PM.

Respectfully submitted,

Gene Oldenburg
Statewide Interoperability Coordinator (SWIC)
DOJ/DLES/CIB – Interoperability Unit

Approved: 12/16/2015