

STATE INTEROPERABILITY COUNCIL STATEWIDE SYSTEM MANAGEMENT GROUP

THE FLORIAN GARDENS
2340 LORCH AVENUE
EAU CLAIRE, WI 54701
MARCH 24, 2011
2:30PM

MEETING MINUTES

CALL TO ORDER – 2:39PM

ATTENDANCE

MEMBERS

- Randy Pickering
- Mark Schomisch
- Rich McVicar
- Mark Handlin
- Keith Tveit
- Joseph Baasch
- Kurt Drezek
- Paul Wittkamp
- Mike Knoll
- Carl Guse

- Doug Meier
 - Steve Hansen
 - Kaylynn Gresham
- ##### VIA TELECONFERENCE
- Erin Gerred
 - Keith Butler

OJA STAFF

- Dave Spenner

Quorum Established

REVIEW AND APPROVAL OF FEBRUARY 24, 2011 MEETING MINUTES

- Correction was made to the February 24th meeting minutes.

MOTION

- Motion made by Paul Wittkamp to adopt the minutes as amended
- Motion seconded by Joe Baasch
- Motion carried

TECHNICAL WORKGROUP REPORT – Carl Guse

- Carl Guse reported for the Technical Workgroup and gave an overview of the Kimball work on Subscriber Radio Certification. Kimball & Associates will be at the next Technical Workgroup meeting for final review of the report and to answer questions. The Technical Workgroup will forward the report to the SSMG for approval. The information collected will be used as provision for radio programmers. The Technical Workgroup will work with Kimball to conduct gateway testing (end user).

GOVERNANCE WORKGROUP REPORT – Dave Spenner

- Dave Spenner gave the Governance Workgroup report in place of Brian Satula. The by-laws of the WISCOM Administrative Manual were summarized.

SUSTAINABILITY WORKGROUP – Rich McVicar

- Rich deferred his report opting to include specific input during latter portions of this meeting's agenda.

DOT PROJECT REPORT – Carl Guse

MOTION

- Motion made by Mark Schomisch to move the DOT Project report to later in the meeting.
- Motion seconded by Erin Gerred
- Motion carried

OJA UPDATE- Dave Spenner

- David Spenner gave an overview of the Governor's proposed WISCOM budget. The budget remains consistent with the Kimball report and will provide for staff to administer and maintain the system.
- **Early Adopter Concept Papers** – Two counties are complete. An overview of the processes and site sustainment was given.

OLD BUSINESS

- **Draft of the WISCOM Administrative Manual** – Dave Spenner presented for Brian Satula.

MOTION

- Motion made by Keith Tveit to adopt the administrative manual as amended.
- Motion seconded by Joe Baasch
- Motion carried

NEW BUSINESS

- **Elections of two expiring terms of at-large members** – the election process and by-laws were explained via caucuses for recommendations to fill open positions.

MOTION

- Motion made by Mark Schomisch to suspend business for elections.
- Motion seconded by Joe Baasch
- Motion carried
- The nominations for new SSMG members were John Schrader of Washington County and Erin Gerred of Fond du Lac County. The elections commenced and votes were counted.

MOTION

- Motion made by Keith Tveit to resume
- Motion seconded by Kurt Drezek
- Motion carried

MOTION

- Motion made by Carl Guse to close ballots for county representative
- Motion seconded by Paul Wittkamp
- John Schrader was announced elected as the new county representative for local responders.
- Keith Tveit stepped forward to announce Randy Pickering as a local representative.
- No other nominations

MOTION

- Motion made by Kurt Drezek to elect Randy Pickering
- Motion seconded by Paul Wittkamp
- Motion carried
- **WISCOM Applications** – Dave Spenner gave an update. Currently working with a variety of agencies. Randy Pickering discussed requirements to become a WISCOM user and requested input and comments regarding training requirements. An extension on the early adopter program cutoff date from April 14, 2011 to a later date was discussed. A discussion to carry an original motion to be amended. Motion did not carry.

MOTION

- Motion made by Mark Handlin to extend the cutoff date of April 14th and table the language for thirty days.
- Motion seconded by Mark Schomisch
- Motion carried

RESUME PROJECT DOT REPORT

- Carl Guse gave an overview of WISCOM with planned tower sites. Goals and methods to reach goals were explained as well as connection strategies for each site. Implementation status of fifty sites which have been

tested and shipped. Forty four sites have been installed. Seventy sites are anticipated in the third quarter of 2011.

MEMBER DISCUSSION

- Randy Pickering extended appreciation to public for attendance and thanked Erin Gerred for her service to the SSMG.
- A moment of silence was held for Chief Tony Barthuly's department and their fallen officer of Fond du Lac PD.

NEXT MEETING DATE DISCUSSION

- April 28, 2011 – tentative
- May 26, 2011 video conference

MEETING ADJOURNMENT

MOTION

- Motion made by Mark Schomisch to adjourn
- Motion seconded by Paul Wittkamp
- Motion carried

MEETING ADJOURNED AT 4:22PM