STATEWIDE SYSTEM MANAGEMENT GROUP
TECHNICAL WORKGROUP

OFFICE OF JUSTICE ASSISTANCE
1 S. PINCKNEY STREET
MADISON, WI 53703
SEPTEMBER 27, 2011
12:30PM

MEETING MINUTES

ATTENDANCE
MEMBERS

- Keith Butler
- Jennifer Lord
- Doug Meier
- Gary McClelland
- Carl Guse

TELECONFERENCE

- Kent MacLaughlin
- Alan Wisler
- Kevin Lemke
- Derek DiPietro, EF Johnson
- Chris Kelley, LR Kimball
- Nick Falgiatore, LR Kimball
- Steve Hansen
- Jim Meilahn, WEM

VISITORS

- Kathleen Lordo
- Jeff Ohnstad

OJA STAFF

- Dave Spenner

DETERMINATION OF A QUORUM – *Quorum Established*

REVIEW AND APPROVAL OF JUNE 20, 2011 MEETING MINUTES
Keith Butler has a correction to the second paragraph under Options for Site on Wheels. The name should read Kent MacLaughlin, not Keith.
MOTION made by Keith Butler to accept minutes with correction.
Motion seconded by Jennifer Lord
Motion carried

IMPLEMENTATION STATUS REPORTS
Carl Guse and Jeff Ohnstad updated the group as to the status of pending State tower projects.

ENHANCED ISSI
Harris and EF Johnson are working together regarding ISSI connection between WISCOM and Dane County. There will be a meeting on October 21st between the parties.

800 MHZ SITE

WISCOM is proceeding with an 800 MHz site at Sandburg Hall on the UW Milwaukee campus.

SITE ON WHEELS

The bid for the SOW has gone out. It is due back October 18th. The equipment for the SOW will be ordered in the next couple of weeks. Kent MacLaughlin asked about timing of SOW delivery and availability. The SOW will be delivered in the late winter. It is the goal to have the SOW available for SIMCOM 2012. Kent also inquired as to the frequencies on board the SOW. The conventional 800 MHz repeater will have one of the 8TAC(91-94) frequencies. The conventional VHF will have VTAC36. The frequencies for the trunked repeaters are being researched.

FREQUENCY PLANNING UPDATE

DOT met with DMA to discuss use of the DOD frequencies. Currently, the repeaters used in the system are being certified by NTIA. DOT and DMA will draft an MOU for usage of the DOD frequencies. The frequencies offered by DOI must be run through intermodulation studies prior to assignment in frequency plan. A set of frequencies for the Site on Wheels is being evaluated by Dana Brown, an engineer at Comprod.

RADIO TESTING AND CERTIFICATION REPORT

Nick Falgiatore and Chris Kelly of L.R. Kimball gave the workgroup an update. Testing has been completed for Relm, Tait, Thales, Harris, and Kenwood. Harris has certain features that do not behave favorable in concert with the EFJohnson system. Fixes for these features are under way, and the features will be retested. A fix for Thales bandscan is under way. This is expected in six months. Motorola and ICOM still require testing. These two vendors are expected to be tested in November.

COUNTY CONNECTION PROGRAM

The county connection program is in progress. Agencies who have applied by the first and second deadlines are being contacted by the EF Johnson engineer assigned to the project (James Walker). Motorola is discontinuing BIM and ACIM cards for legacy consoles. This affects two of the four county connection options for agencies using legacy Motorola consoles. Gateway connection and control station connection to console positions require these cards. EF Johnson and Kathleen Lordo are working to determine which agencies which have applied to date require these cards so they may be ordered prior to September 30th (the deadline for ordering these items).

SERVICE SPECIFIC TALKGROUPS

Randall Pickering is not available for this meeting to discuss the need of IFERN3, IFERN4, SWAT, COLLAPSE, and EOD specialty talkgroups. This topic will be revisited when Randy is available. Carl Guse discussed how the service specific talkgroups would operate logistically. They would be relatively light use talkgroups, which would not obligate resources when not in use. These talkgroups are envisioned as inter-team coordination channels for training, staging, etc. Keith Butler suggests that this topic be passed to the policy workgroup for determining the steps necessary to create non-agency specific, non-mutual aid talkgroups once the technical workgroup has determined it is a valid use of resources.

Davis Spenner believes that creating too many talkgroups may overextend available resources and also undermine the interoperable nature of the system. Specialized talkgroups that are specific to a discipline could foster agencies using their discipline specific talkgroups rather than agency talkgroups or mutual aid talkgroups available to all users. He would like to define usage parameters and availability criteria to limit who can have specialized talkgroups. Jennifer Lord cautioned the group that we should not create too many talkgroups too quickly. Many low-usage, discipline specific talkgroups could result in responders being accustomed to using a discipline specific talkgroup rather than a mutual aid talkgroup with other agencies and disciplines.

Carl Guse explained that the talkgroups could be eliminated if they are not used and it might be advantageous to establish them now. These talkgroups can be assigned to specific regions or towers to eliminate pushing the traffic statewide.

Steve Hansen has recommended public health service specific talkgroups. Agencies must pay to have radios programmed and these discipline specific talkgroups should be established now so they may be included as radios are being programmed for WISCOM. Regional talkgroups would reduce the number of talkgroups and eliminate pushing the traffic statewide.

Steve Hansen has proposed talkgroups for a Public Health Consortium in the southeastern part of the state. Public Health consortiums could apply for level 3 WISCOM usage to establish their own talkgroups. David Spenner would like to be mindful of who can claim to be a first responder and eligible for specialized talkgroups. Al Wisler suggests that the already established regional channels are sufficient for usage. They are laid out sufficiently. The more channels, the more confusion that end users may have in radio operation. He recommends that talkgroups not be called IFERN3 and IFERN4 to eliminate confusion at the end user level.

Carl would like Wisconsin MABAS to have some input into the fire specialty talkgroups prior to forwarding the topic to the SSMG.

This topic will be tabled until the next meeting.

OUTAGE REPORTING PROCESS
Plans should go forward addressing 24/7 support of the system and network/alarm monitoring.

DNR Wardens will be joining the system as level 3 users very soon after it is available for daily operations. Several other agencies will be using the system for daily operations within half a year of the go-live.

The system sustainment budget granted by the State for technical upkeep could support three positions. Currently, Kathleen Lordo and three technician positions are funded by PSIC grant monies. Kathleen Lordo's time is entirely spent on WISCOM and the majority of Carl Guse's time is spent on WISCOM. Together, they currently technically administer the system. State Patrol technicians in the field provide

technical support of the equipment. Carl and Kathleen have determined that there is a need for further technical support of the system at a help desk level.

Jeff Ohnstad explained to the group how State Patrol supports the current statewide mobile data communications network. Over 160 agencies use this system. Outages are reported to the DeForest Post dispatch after business hours and a technician is deployed with a maximum two-hour response time. Michigan has a network operations center to support their system 24/7. Carl suggests that we have a technical administrator, deputy technical administrator, and two help-desk positions.   We need to establish the call-out procedure for State Patrol Technical support of the system that can be made public for user agencies. The primary concern is an outage after hours.

POTENTIAL VHF SITE DEVELOPMENT
Carl discussed the site at Parkland. Implementation of WISCOM at this site is in progress. Progress has been made towards a Port Washington site. It was suggested that this group help with prioritization of future system sites.   The reality of obtaining use of new sites is that it varies with site and sites will not necessarily be available in the order in which they were prioritized.

NEW BUSINESS
Talkgroup Authorization -
i.   Should core users have access to County Com talkgroups without specific authorization? Can a county have access to an adjacent county's com talkgroup?
ii.   We should establish a procedure to prohibit people from misusing talkgroups. Minnesota has some established guidelines for doing this.
iii.   Would a dispatch center need to monitor the com talkgroups like point to point? Keith Butler is concerned that dispatch centers may not wish to monitor these talkgroups constantly if that expectation is there.
iv.   Recommendation that the SSMG approve the following: County Com talkgroups can be programmed without specific authorization provided that the talkgroups are used appropriately.
       b. Standard Talkgroup Plan for Counties
       i. The following plan is being proposed to agencies joining the system:
          1. xxx00   coATG
          2. xxx01   coLAW1
          3. xxx02   coLAW2
          4. xxx03   future/coLAW3?
          5. xxx04   figure/coLAW4?
          6. xxx05   coPAGE
          7. xxx06   coEMS
          8. xxx07   coFIRE
          9. xxx08   future/coFIRE2?
          10. xxx09   coEVENT
          11. xxx10   coSCAN (not used for counties natively on WISCOM)
          12. xxx11   coCOM
          13. xxx12   coTRVL

SMARTnet support for Cisco switches in system

ii. Carl presented a quote for service support of the Cisco switches. Kathleen will do some follow up to better understand what the SMARTnet service provides. Huston and Winona Counties in Minnesota will be migrating to ARMOR.

MEETING ADJOURNMENT
Carl Guse proposed a motion be made to adjourn
MOTION made by Keith Butler to adjourn.
Motion seconded by Gary McClelland.
Motion carried

MEETING ADJOURNED AT 4:00PM