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## **Southeast Regional SCIP Implementation Council**

SAUKVILLE POLICE DEPARTMENT  
639 EAST GREEN BAY AVENUE, SAUKEVILLE, WI

### **Approved Meeting Minutes**

April 18, 2011

#### **1. Call to Order**

The meeting of the Southeast Regional SCIP Implementation Council was called to order at 1:37 PM by Chair Mark Owen (Ozaukee County). Chief William Meloy was thanked for hosting the meeting at his police department.

Roll call: 15 of the possible 25 members were in attendance for a quorum. 6 members were excused and 4 were absent.

Attending: Phil Johnson, Horace Staples –(alt) (Kenosha); Tom Czaja, Ken Sternig (Milwaukee); Dave Harvey, Bill Meloy, Mark Owen (Ozaukee); Rob Robins, (Racine); Tim O’Neill, Chris Severt (Walworth); Peter Hoell (Washington); Jim Gage, Bill Selzer, Richard Tuma (Waukesha), Bill Stolte (WEM –SE).

For the record, Eric Viel (Milwaukee County EMS Alternate) and two non-member communications stakeholders were also in attendance.

#### **2. Approval of Meeting Minutes of December 13, 2010**

Upon a motion by Richard Tuma (Waukesha County) and second by Jim Gage (Waukesha County), the minutes of the December 13, 2010 meeting were approved as printed by a voice vote.

#### **3. Public Comment**

No Comments.

#### **4. Committee/Work Group Reports**

*Technical Workgroup* – Gene Oldenburg reported that radio system administrators - representatives from the eight counties met on January 11, 2011 and again on April 5, 2011 at Milwaukee PD District 3/Communications to discuss various radio issues and areas of mutual

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interest. Another meeting is planned for June 2011. Some of the attendees are members of the SE-RSIC. Anyone interested in participating in the technical workgroup or know of a non-council member who would be interested should contact Gene for more information.

Dave Spenner, Interoperability Coordinator, State of Wisconsin attended that meeting and mentioned that OJA is working to develop a Fire Command radio grant – similar to the LE grant from last year. Interested parties should monitor <http://oja.wi.gov/section.asp?linkid=707&locid=97>

*Other Workgroup Formation* – There was discussion by the group involving both governance/policies/procedures and training/exercises/operational areas. Gene reported there is a grant proposal before the Urban Area Security Initiative (UASI) board to fund the development of the communication user's manual. No decision has been made yet due to the lack of a federal budget and the anticipated reduction in funding to the Milwaukee UASI.

Gene also discussed the lack of standard channel naming by some agencies in the region and the problems that could result. He had contacted Carl Guse, state frequency coordinator for additional information. Other than some recommendations from 2006 and the updated 2011 Annex K for Mutual Aid channels (<http://interop.wi.gov/docview.asp?docid=21226&locid=166>), there are no mandated standards or uniformity.

Tom Czaja, (Milwaukee County), noted he is chair of the Mutual Aid Frequency Coordinating Group (MFCG) and there is a meeting scheduled for April 26, 2011. He will place this issue on the agenda and asked Gene to attend the meeting. Richard Tuma suggested that due to large channel capacity radios, all mutual aid/interop channels should have some standard physical location on the radios (i.e.: front/middle/end). Dave Harvey (Ozaukee County) noted the cost of reprogramming and asked that state consider funding assistance should standards be developed. Gene noted that MABAS (Mutual Aid Box Alarm System) and SMART (Suburban Mutual Assistance Response Teams) are developing some standards related to their specific organizations.

### **5. Special Reports**

Gene Oldenburg provided an update on regional interoperability matters since the last council meeting.

- On January 17-18, the six state regional interoperability coordinators met in Wausau to discuss progress to date, the challenges associated with development of county TICP (tactical interoperable communications plans) and data entry into CASM (communications asset survey and mapping) software and common strategies.
- Gene attended an excellent Wisconsin Interoperability Symposium held on March 23 – 24 in Eau Claire that was funded by OJA. There were presenters from the federal government, adjacent states, OJA and state and county levels. Of special interest was the presentation by two ComLs (communication unit leaders) who described the challenges of interoperable law enforcement radio communications during the Capitol budget

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protests in Madison. Gene anticipated there will be another symposium in March 2012 and he will notify the membership as soon he receives any information.

- During the symposium, there was the kick-off meeting of the State SCIP Council, which is composed of the leadership of each regional SCIP council along with the regional coordinator. Mark Owen, Richard Tuma and Rob Robins were all unable to attend due to short notice. Because of travel constraints, the state SCIP Council will attempt to conduct as much business as possible by teleconference.
- Tom Czaja sent a web link for a 19 minute video “Are We Prepared” produced by the State of Tennessee about the interoperability continuum (<http://www.tninterop.com>). Gene has requested a CD copy.
- Another valuable website is <http://www.publicsafetytools.info> that has unrestricted links to FCC narrowband license and frequency mapping sites, also with password protected sites for CASM and the NECP Goal 2 Response Level Evaluation Tool.
- In the near future, the six regional interoperability coordinators will be issued WISCOM capable portable radios for demonstration purposes.

### **6. Old Business**

- FCC Narrowbanding Mandate** – At the January 11<sup>th</sup> meeting, radio administrators reported at the county level, the goal is to complete narrow-banding their radio systems in 2011. Challenges will be faced by local fire departments that have not planned/budgeted money for pager replacement. Another issue involves updating emergency warning sirens to be narrowband compliant. On March 9<sup>th</sup> Dave Spenner forwarded an email that reaffirmed the FCC’s enforcement position for failure to narrowband. Federal presenters at the symposium also conveyed the same strong message.
- Tactical Interoperable Communications Plan (TICP)** – Gene reports he has had continuing meetings with various radio administrators and technical staff, but does not have the first TICP scheduled. The main challenge is the counties’ lack of resources to devote to non-essential activities.
- Communications Asset Survey & Mapping (CASM)** – Gene reports he continues to “clean-up” the agency data entries as a result of duplicate information from several large data imports. He has offered to serve as the data entry person to load information into CASM. Again the issue is the counties’ lack of resources to devote to non-essential activities. Gene also advised he is the CASM Administrative Manager (AM) for the region and has the ability to create user accounts. Please contact him for additional information.
- National Emergency Communications Plan Goal 2** – On March 22<sup>st</sup>, Gene and several county representatives attended a training workshop in Eau Claire taught by instructors from the federal OEC/ICTAP (Office of Emergency Communications/Interoperable

Communications Technical Assistance Program). Response data from three of our counties (Kenosha, Racine and Washington) was used as part of the instruction. Gene is working with the four other counties in the region to complete this evaluation by the September 2011 deadline.

- e. **WISCOM Update** - WISCOM is currently being projected to become operational in July 2011. For current and detailed information including participation/subscription, programming keys and the radio ID plan, refer to <http://www.interop.wi.gov/section.asp?linkid=1621&locid=166>. Tim O'Neill (Walworth County) reminded members that each WISCOM radio unit is unique and must be activated before it can be used on the system.
- f. **Interoperability Council Policy Statement # 2 "Active Participation Requirement"**- A copy of the policy was distributed for the meeting. Gene mentioned he has been contacted on two occasions about specific agencies' participation as a condition of OJA grant funding. No formal action was taken by the membership however the membership agreed that withholding of grant money for non-participation is appropriate. The membership requested that the regional coordinator contact the non-participant agencies or associations to reinforce the importance of the regional council activities. Several members offered their assistance with this issue.
- g. **Dedicated Law Enforcement Channels on Existing VHF Interoperability Channels** – The Mutual Aid Frequency Coordinating Group (MFCG) created dedicated (but not exclusive) law enforcement special operations channels (VTAC36 and VTAC36DG). Tom Czaja also noted the Racine MARC repeater issue with the State of Illinois has been resolved and Racine is moving forward with licensing. Tom also mentioned that all MARC repeaters will be required to have automatic call sign and Voice ID capabilities. The use of the MARC repeater channels must comply with established procedures and be turned off as soon as possible to avoid interference with other users.

## **7. New Business**

- a. Mark Owen (Ozaukee County) discussed having a short (15 minute) training session on a specific topic during future regional meetings. He noted the among the membership there are plenty of subject matter experts (SME) who can share their unique knowledge, skills and abilities with others.
- b. Mark also noted several counties will be participating in the "Vigilant Guard" full-scale training exercise during the week of May 15<sup>th</sup> – 19<sup>th</sup>.
- c. Gene reported that several public health departments will be holding a full scale exercise on June 15, 2011 that involves the CDC's (Center for Disease Control) Strategic National Stockpile (SNS) distribution efforts for large scale drug distribution. There will be a radio interoperability component that Gene has been asked to provide input on.

## **8. Other Business**

Comments were solicited from each county on interests, issues, concerns, goals, etc. related to interoperability and regional council efforts that were not previously discussed.

Hugh Morris, (Milwaukee County non-member) reported the Milwaukee County 800 MHz TRS is relocating one of its towers from 88/Waterford site to the Greenfield Police Department tower beginning the week of April 24<sup>th</sup>. There will be some service outage.

Rob Robins (Racine County) commented on the need for first line user training involving the various interoperable channels available for use.

Pete Hoell (Washington County) reported that Germantown has switched over to the county-wide radio system. There has been some user issues due to the transmit delay associated with the new system but progress is being made.

Tom Christensen has replaced Bob Kacmarcik as one of Racine County's representatives on the regional council. Tom is the director of new Racine County Joint Communications Center. He was unable to attend today's meeting because a previously scheduled training session.

## **9. Next Meeting Date and Location**

There was discussion on a single centralized meeting location for travel purposes. Phil Johnson (Kenosha County) remarked he enjoyed visiting different communities. The membership agreed that the default meeting site would be the Waukesha County Communications Center; however the meeting location could vary for every other meeting if someone offers to host or showcase their facility.

The next meeting date will be:

**Monday, September 12, 2011 at 1:30 PM  
Waukesha County Communications Center  
1621 Woodburn Road, Waukesha, WI 53188**

December 2011 Meeting Date & Location to be determined.

## **10. Adjournment**

The meeting was adjourned at 3:30 PM.

Respectfully Submitted,

Gene Oldenburg  
SE Wisconsin Regional SCIP Implementation Coordinator